



# COUNTY OF LOS ANGELES

## CHIEF INFORMATION OFFICE

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**JON W. FULLINWIDER**  
CHIEF INFORMATION OFFICER

January 7, 2005

To: Supervisor Gloria Molina, Chair  
Supervisor Michael D. Antonovich, Chair Pro Tem  
Supervisor Yvonne B. Burke  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe

From: Jon W. Fullinwider  
Chief Information Officer

Subject: **INFORMATION TECHNOLOGY OPTIMIZATION WORK GROUP –  
STATUS REPORT #5**

As directed by your Board, the Chief Information Office commenced a project to organize and lead a public-private work group to assess and make recommendations to improve the County's effectiveness and efficiency in the use and application of I/T. The I/T Optimization Work Group is comprised of three teams: a County I/T Management Team (I/T Managers from representative departments), a County Management Team (Executive Managers), and a Non-County (private sector) Management Team. The teams are leading the I/T optimization effort to identify and determine the potential benefits to be derived from specific I/T optimization initiatives, the actions that would need to be taken, and the investments and timeframes to realize the benefits.

This memo provides your Board with a bi-monthly status of our organizational activities since the last report issued November 9, 2004.

### **Accomplishments**

As reported previously, CIO staff have facilitated meetings with both the County I/T Management and Non-County Management Teams to identify an initial list of eleven (11) priority opportunities for the I/T Optimization Assessment. During the past few months, CIO staff have been conducting research and analysis in these areas. As a result of this analysis, two additional areas of opportunity were identified, e-mail archiving and geographic information systems (GIS).

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We are currently conducting research and analysis to incorporate these additional areas into the assessment and are preparing the framework for reporting our analysis and findings. When completed, we will meet with the County I/T Management and Non-County Management Teams for review and discussion.

**Next Steps**

- Finalize draft profiles for each focus area including e-mail archiving and GIS.
- Conduct meeting by end of January 2005 with the County I/T Management and Non-County Management Teams to update the project status and to review the profiles associated with the areas of focus for the assessment.

We will provide you with an update on these activities and the potential opportunities for the optimization of information technology, as identified and discussed with the Management Teams.

Based on current planned activities and timeframes, we anticipate conducting a status meeting in February 2005 to brief the County Management Team on the status of the assessment and the assessment findings. Given that additional areas of opportunity for e-mail archiving and GIS have been added to the scope of the assessment, we are revising our anticipated timeframes to issue the final report in March 2005.

If you have questions or require additional information, please contact me at 213-974-2008.

JWF:AM:ygd

c: Department Heads  
Information Systems Commission  
Quality and Productivity Commission