

OMB Division Update COVID-19 Response

Jean Erickson
Operations, Management & Budget
Division Director

- Activate and coordinate implementation of Continuity of Operations Plan (COOP)
- Ensure tools and resources are in place to maintain operations through telework and virtual meetings
- Track Short-Term and Long-Term Incident Objectives to ensure objectives are being met
- Create and coordinate sub-teams to address issues requiring significant analysis

Paul Sikorski

Budget Manager

- Currently all Budget staff are working remotely
 - 2021 Budget Kick-off meetings held over Skype
 - Monthly analysis meeting with departments are continuing as usual over Skype
 - All budget amendments and updates to OneSolution are being processed remotely
 - New Keys/Object have been set-up to assist in tracking and reporting of COVID-19 expenses and revenues

Mary Cerkvenik CJN Manager

Criminal Justice Network (CJN)



Efficient, Effective, Responsive

- All CJN staff working remotely
- Major projects continue to move forward
- Saint Paul Police Department (SPPD) live on eForms after one month delay due to COVID-19
- CJN eBriefing and Scheduling upgrades on track for implementation this Summer
- Ongoing discussions with Rosemount continue over a return to the DCLEA
- New space negotiations with Inver Grove Heights are ongoing
- Risks of small staff to maintain current workload and support
- CJN applications and solutions are even more important in tight budget times

Peter Skwira

Finance Director

- 25 staff / 9 laptops
- Thank you IT!
 - Loaner laptops, VPN, Hotspots

Date	Monday 3/16	Tuesday 3/17	Wednesday 3/18	Thursday 3/19	Friday 3/20	Monday 3/23	Tuesday 3/24
Staff in Office	25	22	14	13	12	10	5

DocuSign to approve Pcard submissions

Expand using Onbase

Staff and work = well and busy

Information Technology

Dan Cater

- Majority of IT staff working remotely
- Provided tools for secure remote work
 - Virtual Private Network licenses (escalated, more and faster)
 - Advanced Multi-Factor Authentication for ALL
 - Mobile equipment (escalated, compete world wide)
 - Hotspots
 - Tracking applications
 - Symptom tracker app for Sheriff
 - Tools to support our users and tech from anywhere
 - Expanded hours of support
 - Collaboration tools, Zoom, Skype, Web-ex
 - Soft Phones
 - HIPAA Compliance

Jessie Parker-Carlson

OPA Manager

- Business Changes
 - All staff are working remotely
- Continuing to Provide Services
 - Completing analysis and reports
 - Meetings/workshops held remotely
 - Process mapping remotely

B.J. Battig
Risk Management &
Homeland Security

- Emergency Operations Plan Team
 - MN Homeland Security & Emergency Management
 - Daily Situation Reports
 - Weekly township updates
 - Weekly briefing meetings with city emergency managers
- Continuity of Operations Plan Team
 - Liaison between teams and senior leadership
 - Safety Officer
 - Planning support

- Loss Control
 - Subject expert matter support
 - Ergonomic support for teleworking employees
 - Workplace violence report follow-up
- Insurance and Claims Management
 - Work comp legislative initiative
 - Claim numbers are flat to down
 - Insurance renewals – auto and property
 - Contract review

- 800 MHz Radio Network
 - Remote system monitoring via alarm software
 - Suspended field reprogramming of existing radios
 - Emergency troubleshooting and repair support
 - Weekly metro region system administrator meetings
 - Participated in 2021-2025 Motorola Support Agreement
- Risk Analysis
 - Enterprise Risk Management
 - Framework for prioritization and decision making
 - Rebalance of risk ratings based on today's environment
 - ERM analysis of 2021 Budget cycle

¿Questions?