



FINANCE AND ADMINISTRATION CABINET
COMMONWEALTH OFFICE OF TECHNOLOGY

Steven L. Beshear
Governor

Lori H. Flanery
Secretary
Finance and Administration Cabinet

101 Gold Harbor Drive
Frankfort, Kentucky 40601
Phone: 502-564-1201
Fax: 502-564-5769
<http://technology.ky.gov/>

James M. Fowler
Chief Information Officer

Jim Barnhart
Deputy Commissioner

AGENCY CONTACT MEMORANDUM #2015-0801

To: Agency IT Leadership, Technical Contacts

From: James M. Fowler,
Chief Information Officer

Date: August 3, 2015

Subject: Kentucky Information Technology Standards

On August 10, 2015 the Commonwealth Office of Technology will publish a new version of the Commonwealth's Enterprise Architecture Standards (EAS), the most exhaustive review of IT standards in two years.

Kentucky Information Technology Standards (KITS) will increase efficiency by aligning information technology deployment and support for agencies and vendors alike. Like the EAS, the KITS will be available on [COT's website](#).

The new standards were approved by the Information Technology Standards Committee (ITSC) on June 17, 2015. Neither the agency participation requirements, nor the procurement processes associated with these standards have changed.

The most visible change for users will be the reference numbering associated with KITS, which will now be mapped in accordance with the taxonomy of the Federal Enterprise Architecture Framework (FEAF).

This mapping aligns Commonwealth IT standards with federal practice and provides a scalable, robust foundation upon which to build. To support the transition to the new nomenclature, technology.ky.gov will link to standards that display both the FEAF identifier (e.g., Reference Model/Domain/Area/Category) and the legacy identifier (Domain/Category).

This "cross-walk" between the legacy EAS and the KITS will be maintained for the remainder of 2015. The FEAF number should be used for all communication regarding the standard (including exception, modification, or addition requests).

The process for requesting exceptions to the standards and/or the addition or modification of KITS has also been redesigned to significantly reduce the use of paper forms.

A new, automated workflow has been created so agencies can submit addition, exception or modification requests to KITS and route the form for electronic approval. Online workflow-based approvals from authorized agency IT contacts will replace the requirement for signatures.

It is important to note that the current links to the standards/domains on COT's website will be updated and changed as a result of this effort. Agencies are advised to update all documents, processes and Web links that point to Enterprise Architecture and Standards pages.

Current COT forms COT-F026 and COT-F027 will be supplemented with electronic forms, reducing the need to submit requests manually. Help and instructions will be built into the electronic forms, and supporting messaging is being developed to better communicate the status of requests by requestors and approvers.

Our process requires approval from the responsible Agency Approved Contact prior to the request being considered by the ITSC. In cooperation with agency leadership, COT has developed a list of IT service contacts that will support the approval process.

Agencies are encouraged to leverage the COT Business Relationship Managers (BRM) to confirm that appropriate IT service contacts are identified to balance administrative responsibility with budget/technical authority.

Summary:

- Enterprise Standards have been renamed to KITS
- A paperless workflow will enhance the current exception process

Impact:

- No change to procurement processes
- No change to requirements to adhere to standards
- New FEAF-based taxonomy for standards (new numbers)
- New paperless workflow for standards exception requests
- New links to the standards/domains on technology.ky.gov

If you have any questions about the migration, please contact your [COT Business Relationship Manager](#).