

Thursday, July 11, 2002

See mod partner summary attached

Hot Action Items

N	PROJECT	Point Person	Status	Due Date	Results or Deliverables	Updates/Issues
1	ED/FSA CIO Plan-Luigart/Hawal	Hill	Green	4/15/2002	Revised Workplan from ED CIO	ED CIO reviewing draft plan and will provide comments. Harry brought plan to 5/9 meeting with ED CIO. They continued discussion on June 6. Steve will meet on August 1 with Craig to discuss.
2	Enterprise Architecture with ED	Hill	Green	9/30/2002	Approved Framework	We continue to attend the Information Management working group. We are working with the AWG on a framework to be presented to the IMWG at the end of July.
3	Executive Conference Room	Feely/Sheh	Green	8/15/2002	Completed Conference Room	Received a proposal from Criticom. AV Washington delivered requirements document. Met with Steve Finch on April 10. A conference with AV Washington occurred on Monday, 4/24. AV Washington sent an updated requirements. A meeting with Finch was held 5/17. AV Washington brought in a Drapery Company. We received a proposal on June 28. Met with Candy on July 3 to review capability of room. Will receive updated proposal on July 12.
4	VTC Conference rooms	Shehata	Yellow	7/31/2002	Completed conference rooms	Met with the Quality Work Group (QWG), and the building manager on the prep work for all the VTC room at the UCP. The QWG will prepare a cost proposal to GSA by 7/1/2002 on cost and work to be performed. Upon approval, there will be a three weeks to complete the work. During the construction ED/CIO will start installation of Screens, phones, and EdNET drops, and cable TV as agreed previously with us. Estimated time frame for VTC operation would be end of August.
5	Revise IRB/DSG approval and Review process	Feely/Allison	Green	5/30/2002	New Release of IRB Guidelines	Working with Dept on this and new Business Case Template
6	Lobby Monitor	Coleman	Green	8/7/2002	Lobby Monitor is running with improved processes	6/28 met with Candy and Karen and determined roles and responsibilities. Will use low tech approach to maintain presentations on monitor. Team had the monitor ready for Power Point presentations within 3 days of the meeting. A SOO went to vendors last week to develop scripts. Responses are due by 7/15.
8	Modernization Blueprint	Feely	Green	6/30/2002	Published Blueprint	Blueprint completed by Mod Partner. Awaiting final approval by Candy and approval to publish by Dept.

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9	Enterprise ITR Initiative: Creating Customer Solutions	Kuriatnikova	Green	9/30/2002	Customer Solution Program	IT Services, Innovations and eCAD staff have completed the Building Trust Workshop. An implementation plan for rolling out Customer Planning has been developed and agreed to by ITRs. Customer Plans for all enterprise business units will be complete by 9/30/02.
10	CSC/VDC Service Review	Moore/Wilson	Green	7/28/2002	Corrective Action Plan	Gap closure due in July.
11	VDC/CIO Management Meetings	Wilson, Moore, Snead, Jarmusik	Green	Monthly	Customer Input	Currently working to schedule VDC Budget meeting for the month of July.
12	Technology Update	Hill/Snead	Green	7/8/2002	Schedule and agenda	Purpose is to visit with strategic IT partners and discuss future plans. Trip dates July 8-11.
13	Personnel	Burton	Yellow		Fill Critical Vacancies	Details contained on addendum
14	IWG Web Content	Wadsworth	Green	6/28/2002	Web Content Review - www.ed.gov	The purpose is to refresh content that has not been updated since 02/01/01 in preparation of the redesign of the www.ed.gov site scheduled for October 2002. Each POC was directed to submit approved justifications to the department-wide change Review Board (CRB) by the 28th of June. CIO Coordination of this activity is complete. Each POC will now work directly with the Department according to the standard web update process.

Audit / Compliance / Reviews

N O	PROJECT	Point Person	Status	Due Date	Results or Deliverables	Update/Issues
1	IG ED GPEA Audit	Roland	Green	7/30/2002	Completed GPEA Audit	Harry met with OIG on 2/22 and 3/1 to discuss mod projects. Met with OIG and business units on 5/9. Report will be available by mid-June. 6/24 The audit is in, a response is due by July 24.
2	IT / Financial Statement Audit	Feely	Green	??	Completed NSLDS Audit	There are 5 total audit findings. Two were related to NSLDS and both have been addressed. The other three related to FFEL. (3/13) As of 5/22 Alexander transitioned responsibility to Feely for tracking purposes only. CIO does not have any outstanding tasks relating to this audit.
3	GAO Personally Identifiable Information Audit	Feely	Green	??	Completed Personally Identifiable Information Audit	Met with OIG concerning FAFSA - 2/19. GAO held working group meetings with FASFA 4/4 and 4/5.
4	IG Clinger Cohen Audit	Allison	Green	??	Completed Clinger Cohen Audit	Entrance meeting on October 24, 2001 and we provide a great deal of information. On December 31, 2001 the IG sent back questions / consolidated responses were sent back on January 28, 2002 and February 5, 2002. Denise Hill forwarded more architecture documents on January 30, 2002 and held a follow up meeting on March 4, 2002 to focus on Enterprise Architecture.

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5 IG GISRA Audit - Year 2	Boots	Green	7/31/2002	IG portion of annual Departmental GISRA report	VDC portion of GISRA audit began on 4/15/02 and is more or less complete, though no report is yet available. The IG plans to issue an "action memo" soon, highlighting problems discovered. As part of this year's GISRA review, the IG will be reviewing some major applications (CPS, COD, etc.) as well, but that work has not yet begun.
6 GISRA Reports to OMB	Boots	Green	7/31/2002	Quarterly POA&M Report; Annual GISRA Report	In January, ED reported to OMB that FSA missed deadlines, with 5 items needing closure by 4/30. Despite additional items coming due by 4/30, FSA has only one item (CPS/MDE) which has a due date pushed back into next quarter. Next Rept to OMB: July 31
7 Review of Accenture Contract for FSA Blueprint	Feely	Green	??	Audit Report	OIG is preparing draft report.
8 Continuity of Operation Audit - OIG	Haldane	Green	??	Complete Audit	Kick off meeting is scheduled for July 16th. The department has a lead on this audit.
9 IG Survey of Enterprise Architecture	Hill	Green	??	Decision on whether to proceed with audit	IG currently in the survey phase. Denise met with ED/CIO and IG;IG is aware that we are discussing integration opportunities. We will discuss at our June meeting with the IG STAFF.
10 MIT 3 Items should be closed	Hill	Green	??	Will be included in GISRA reporting.	The three MIT audits are: Security plans for applications; classification of data, and certification and accreditation. These audits will be included in the next GISRA report will be tracked thereafter via GISRA.
11 GISRA Risk Assessments	Boots	Green	5/31/2002	Risk Assessments	Booz-Allen-Hamilton (BAH) team completed VDC on-site work on 4/18. However, they felt the scans and other data they were to obtain from the IG would not be sufficient so did a return visit in June. By contrast, risk assessments done by FSA contractors (Servicing, Origination, PEPS) were completed by 5/31 and their final reports are done. These business units are preparing corrective action plans. The BAH report on the VDC affects all apps hosted there and is further confounded by the expected "action letter" from the IG. FSA received the BAH reports on July 2, without results of the scans done in June. Initial review of the BAH reports find the assessments at best marginally acceptable with one System Owner demanding the report to be "withdrawn immediately and resubmitted with a more accurate finding". ED/OCIO has stated that the VDC scans will provide a better look at FSA security weaknesses and are currently reviewing the request to withdraw and resubmit the one report.
12 GAO - PBO Audit	Feely	Green	??	Completed Audit	Responses due to GAO by 4/16/02 - Freeman consolidated responses and met with Jeff Andrade.
13 OIG - Audit of Controls Over the Access, Disclosure and Use of Social Security Numbers	Boots	Green	??	Completed Audit	Entrance conference with Students, Schools, Policy, and CIO held on Tuesday, April 30. Action is with the channels. As of July 11, the IG is still working this audit.
14 Gartner's Audit/Scoreboard on CSC Virtual Data Center Contract	Wilson	Green	7/19/2002	Gap Analysis of CSC scorecard and recommendation	Non-disclosure being worked & visit/agenda to Meriden being worked collaboratively

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15	OIG Audit for Service Continuity, ACN-A11-C0010	Moore	Green	8/31/2002	Completed Audit	This is another review of FSA's DR and COOP. Audit completes the end of May, draft report the end of June and final the end of August. CIO is providing additional DRP documentation from the business units (app-side recovery plans).
16	Specialized training for IT Security personnel	Boots	Green	12/31/2002	Completed Training certificates	Training is being offered and coordinated by ED CIO, using the TVU web-based training curricula. Procedures for confirming completion of training are to be determined. Channels are validating the lists that identify individuals requiring training.
17	GISRA Risk Assessments -- Next Steps	Boots	Green	7/29/2002	1. cover memorandum 2. PO risk assessment report 3. concurrence/non-concurrence chart 4. remediation measures chart	Responses to the risk assessments delivered July 2 will include a cover memorandum from the COO, a copy of the PO risk assessment report, and concurrence/non-concurrence and remediation measures charts. The remediation measures charts will include cost estimates for remediation of each finding of "high" or "medium" risk. No remediation is required -- though not discouraged -- for low-risk findings.

Key

Green	On Schedule
Yellow	Minor schedule slippage / manageable issues
Red	Significant impact to project schedule