



Implementation of In-Sourcing

a joint presentation by

DCS

GOER

CIO/OFT

DOB

Agenda

Overview

Goals and Guidelines

Submitting Requests

Target Dates

Online System Demo

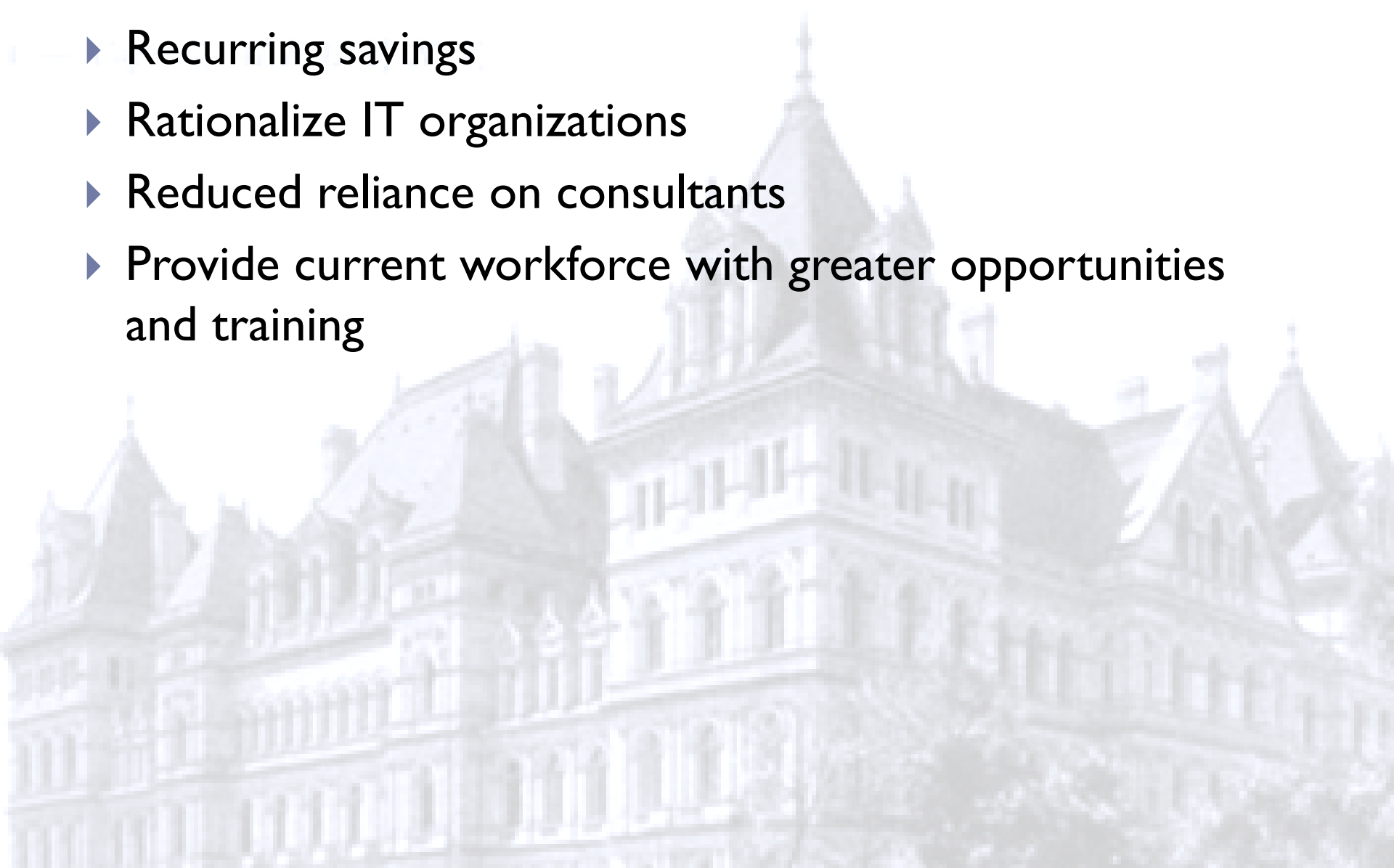
Questions & Feedback

Overview

- ▶ Chapter 500 Laws of 2009 responds to long-standing union and State management concerns
- ▶ Reflects a new approach in how we recruit for information technology jobs
- ▶ Unique authorizations
 - ▶ 500 term appointments
 - ▶ Appointees eligible to compete in promotion examination at equated level of term appointment
 - ▶ Selective certification for existing eligible lists
- ▶ Strong partnership among Civil Service, GOER, CIO/OFT, DOB and Chamber will ensure swift progress

Goals of the Program

- ▶ Recurring savings
- ▶ Rationalize IT organizations
- ▶ Reduced reliance on consultants
- ▶ Provide current workforce with greater opportunities and training



Guidelines

▶ Positions

- ▶ Both term appointments and permanent titles can be used for in-sourcing
- ▶ Term appointments will be made into a new title series and equated to grade

▶ Flexibility to establish salary above the hiring rate, if justified by skill level

▶ Position proposed, accepted and filled = target adjustment

▶ Share savings 25/75

▶ Reminders

- ▶ No commitment to use the entire 500 appointments
- ▶ Hiring process must be transparent
- ▶ Certification must establish justification for new term appointment
- ▶ Must think ahead regarding how term appointees may enter the permanent workforce

Getting Started: Parallel Tracks

Submission of Overall Plan to DOB

- List of Positions Requested
- Narrative Justification
- Overall Org chart
- Estimated Savings
- Online form

Requests to Civil Service to Establish Jobs

- List of Positions Requested
- Job Duties
- Certification
- Overall Org Chart
- Sample Provided

Target Dates

Action	Dates
Propose plan to DOB, including online entries	March 19
Submissions to Classification and Compensation	Continuously
Preliminary response to agency plans	April 9
Response by Classification and Compensation	~ 5 days
Agency waiver requests in NYSTEP	As C&C action is completed
DOB Approval of waivers	~5 days
Updates to online entries	As candidates are appointed
Agencies report their status	May 14
Adjustment to workforce target	Simultaneous with DOB approval of waivers
Report progress to PEF	June 4

All documents (including FAQs) are available on the DOB website:

www.budget.state.ny.us

Access to Online Application

- ▶ Security process will be similar to that used for the Overview application
- ▶ Agency Security Coordinator will identify those employees who should be authorized to use the online system.
- ▶ DOB will send individual agency users their user ids and initial passwords.
- ▶ Security Coordinators will receive e-mails with forms attached