

NOAA Chief Information Officer Council

Terms of Reference

Purpose:

The National Oceanic and Atmospheric Administration (NOAA) Chief Information Officer (CIO) Council advances the management and utilization of information technology (IT) to achieve NOAA corporate goals and objectives. The CIO Council accomplishes this by establishing enterprise wide IT policies and procedures, and incorporating the best practices and IT standards promulgated by DOC, OMB, and the Federal CIO Council. The Council approves, prioritizes, and oversees enterprise projects and services endorsed by the NOAA CIO and or NOAA Management and supported by NOAA corporate funds or organizational cost distribution.

Membership:

Chair: Joseph Klimavicz, NOAA CIO, 301-713-9600 Joseph.Klimavicz@noaa.gov.

Executive Secretariat: Jerome McNamara (OCIO), 301-628-5752
Jerome.McNamara@noaa.gov.

Principals

Deputy NOAA CIO
NESDIS CIO
NMFS CIO
NOS CIO
NWS CIO
OAR CIO
OMAO CIO

Contact person: Robert Swisher (OCIO), 301-628-5755 Robert.Swisher@noaa.gov.

Committees

Information Technology Security Committee
Enterprise Architecture Committee
NOAA Network Committee
Geospatial Information Systems (GIS) Committee
Enterprise Messaging Committee
NOAA Web Committee
Infrastructure Operations Coordinating Committee

Roles and Responsibilities:

Members

- Actively participate in Council meetings, Program Management Reviews, and ad hoc initiatives.

Council

- Establish and oversee enforcement of NOAA IT policies and standards.

- Provide corporate oversight of NOAA's IT systems and activities.
- Serve as the NOAA Information Technology Review Board as part of NOAA's IT capital planning process.
- Analyze IT alternatives and risks.
- Evaluate, select and implement activities and provide coordination that could improve NOAA's IT to better support NOAA's program goals in a more cost-effective manner.
- Manage implementation of OMB and DOC mandates.
- Participate in Program Management Reviews to assess the cost, schedule, and performance of critical IT programs.

Committees

- Serve the Council as resources to help address, research, define, analyze, develop, and implement specific topics /programs assigned to their functional areas.

Meeting Frequency

Meetings will be called as needed, but no less than once a month.

Decision-Making Process:

Decisions will be accomplished by following the established governance model and by consensus (i.e., no one votes thumbs down on an issue). The Chair will strive for consensus on every issue. The chair maintains 51% of the vote; therefore the final decision is made by the Chair when consensus is not achieved. Issues, for which consensus is not achieved, can be elevated to the NOAA Executive Panel (NEP) through a NEP member.

Authority:

The Chief Information Officer Council (CIO Council) advances the management and utilization of IT to achieve NOAA's corporate goals and objectives, helping coordinate NOAA's enterprise objective for a modern IT infrastructure. The CIO Council accomplishes this by establishing enterprise-wide IT policies, procedures, standards, and practices. Best practices promulgated by the DOC, OMB, and the Federal CIO Council are coordinated and integrated by this council. In addition, the CIO Council oversees NOAA-wide IT projects and operations funded via organizational cost distribution as well as other projects tasked by the NOAA CIO or NOAA management. The Council approves and prioritizes the NOAA OCIO budget, including projects and services supported by NOAA corporate funds.

Strategy, Execution, and Evaluation:

<https://www.see.noaa.gov/governance.html>

Business Operations Manual:

http://www.ppi.noaa.gov/PPI_Capabilities/Documents/BOM.pdf