

STATE OF CALIFORNIA
Budget Change Proposal - Cover Sheet
 DF-46 (REV 10/20)

Fiscal Year 2023/24	Business Unit 2720	Department California Highway Patrol	Priority No. 2
Budget Request Name 2720-010-BCP-2023-GB		Program 9900-Administration	Subprogram

Budget Request Description

Permanent Funding for Privacy and Risk Management Program Positions

Budget Request Summary

The California Highway Patrol (CHP) requests \$402,000 permanent funding from the Motor Vehicle Account, for two existing Information Technology Specialist II positions. These positions serve as the Privacy and Risk Management Administrator and the Systems Security Engineer who support a Privacy and Risk Management Program, protecting personally identifiable information stored within the CHP information technology infrastructure.

These positions were originally approved with limited-term funding in Fiscal Year 2017/18 to establish a Privacy and Risk Management Program within the CHP. This proposal requests continued funding for the two positions.

Requires Legislation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Code Section(s) to be Added/Amended/Repealed	
Does this BCP contain information technology (IT) components? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, departmental Chief Information Officer must sign.</i>	Department CIO	Date

For IT requests, specify the project number, the most recent project approval document (FSR, SPR, S1BA, S2AA, S3SD, S4PRA), and the approval date.

Project No. Project Approval Document:

Approval Date:

If proposal affects another department, does other department concur with proposal? Yes No
Attach comments of affected department, signed and dated by the department director or designee.

Prepared By T. Eccles	Date 8/16/2022	Reviewed By Michelle Fojas, Budget Officer	Date 8/17/2022
Department Director Amanda L. Ray, Commissioner	Date 8/26/2022	Agency Secretary Toks Omishakin	Date 9/1/2022

Department of Finance Use Only

Additional Review: Capital Outlay ITCU FSCU OSAE CALSTARS Dept. of Technology

PPBA Eamon Nalband	Date submitted to the Legislature 1/10/2023
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A. Budget Request Summary

The California Highway Patrol (CHP) requests \$402,000 permanent funding from the Motor Vehicle Account (MVA), for two existing Information Technology Specialist II (ITS II) positions. These positions serve as the Privacy and Risk Management Administrator (PRMA) and the Systems Security Engineer (SSE) who support a Privacy and Risk Management Program protecting personally identifiable information stored within the CHP information technology infrastructure.

In Fiscal Year (FY) 2017/18, 14 permanent positions were approved for security improvements to the CHP's Information Technology Section (ITS) and to establish a Privacy and Risk Management Program to protect personally identifiable information stored within the CHP's information technology infrastructure as required by the State Administrative Manual (SAM) Section 5300; however, the two ITS II positions for the Privacy and Risk Management Program were only approved with limited-term funding for two years. This proposal requests permanent, ongoing funding for the two ITS II positions.

B. Background/History

The CHP is required to comply with multiple regulations including the Information Practices Act (California Civil Code Section 1798.21) which requires agencies to establish appropriate and reasonable administrative, technical, and physical safeguards to ensure confidentiality of records and to protect against anticipated threats or hazards. Personally Identifiable Information (PII) is any piece of information which can potentially be used to identify, contact, or locate a person, such as a name, address, birthdate, or driver license number. The CHP is required to maintain the integrity of the PII it collects to protect individuals against identity theft and fraud.

The SAM Section 5300 requires state organizations to establish an Information Security Program, Privacy and Risk Management Program, and a Business Disaster Recovery/Business Continuity Program. Each program requires adequate staffing to successfully achieve compliance with SAM 5300 policies and implementation of controls adopted from the National Institute of Standards and Technology (NIST) Special Publication 800-53, the Federal Information Processing Standards, and the American National Standards Institute to achieve the goals of each program.

C. State Level Consideration

The CHP provides confidential data streams to several agencies throughout the state including the U.S. Department of Transportation, California Department of Transportation, the Office of the Attorney General, courts throughout the state, as well as multiple county sheriff networks and other law enforcement agencies. Personal information, in addition to sensitive and confidential information, flows between systems within the Department. Any breach of the Department's extranets could lead to irreparable damage to public trust, interagency trust, and could aid in the execution of larger criminal acts including theft, fraud, homicide, and terrorism.

Existing statewide policies provide the authority (SAM 5305) to develop and maintain a statewide information security program plan; a collection of policies and procedures to manage the Department's information security, privacy, and risk management.

This request aligns with three of the Department's strategic goals: to protect life and property, maintained through constant monitoring of IT assets; enhance public trust through superior service, by utilizing technology to improve customer access to services without compromising

security; and invest in our people by creating new avenues for professional growth through expanding information technology programs. Protecting highly confidential law enforcement-specific information from breach is imperative in the protection of officers working in undercover positions, as well as road patrol officers from potential injury or death.

D. Justification

Cybercrime is a significant and constantly changing threat to the State of California. The cost of repairing compromised networks is vastly higher than investing in resources to prevent a cyber-attack.

To protect the state's information assets from a wide spectrum of threats and risks, state organizations are required to implement general controls including information security and privacy policies, standards, and procedures, as specified in SAM 5300. The CHP must continue to be vigilant in reducing the risk of compromise of PII, as well as highly confidential information specific to law enforcement that if compromised could risk peace officers' lives.

Permanent funding of the two existing ITS II positions is critical in maintaining oversight and compliance programs to ensure the highest level of confidentiality, integrity, and availability are afforded to ensure the safety and security of the Department's network, data, and personnel. Additionally, both positions are instrumental in the Department's required participation in recurring security audits and assessments pursuant to Government Code Section 11549.3(d), SAM, and NIST policies.

The PRMA continually evaluates the Department's Privacy and Risk Management Program including the identification of risks and implementation of risk management protocols. The PRMA must coordinate efforts between numerous entities, individuals, and departments to identify and minimize risks, and provide compliance and enforcement, in accordance with state and federal law, SAM 5300, NIST, departmental policies, and mandates associated with securing IT assets.

The SSE manages a library of security audit tools, and corresponding processes that are used for system security testing, internal audits, forensic analysis, incident response, and diagnosis of security-related system issues as part of the Department's Information Security Program. The SSE oversees execution of information security projects, provides security engineering analysis, monitors trends in IT and security, manages security alerts, events, and incidents, and reports details of system related breaches to the California Department of Technology, Office of Information Security (OIS).

E. Outcomes and Accountability

Permanent funding of the two ITS II positions will support the ongoing maturity of the Department's Privacy and Risk Management Program. Both positions will continue to support vulnerability and risk register remediation efforts for quarterly submission to OIS.

F. Analysis of All Feasible Alternatives

1. Approve permanent funding from the MVA for two existing ITS II positions.

Pro: This option allows the CHP to continue to comply with state mandates regarding computer and network security as well as preventing and mitigating risks. This option could result in benefits such as reducing IT security risks and potential litigation.

Con: This option would obligate funds from the MVA.

2. Redirect funding from existing vacant positions within the CHP.

Pro: This option would not require an augmentation from the MVA.

Con: By absorbing the cost of the additional positions, resources would be diverted away from existing programs, negatively impacting those programs.

3. Deny this request.

Pro: This option would not require any increase in expenditures from the MVA.

Con: If denied, to remain compliant with state and federal mandates the CHP will be forced to fund these positions internally. This may result in a reduction to other critical programs or services to off-set the costs.

G. Implementation Plan

This augmentation would become effective July 1, 2023, or upon enactment of the Budget Act of 2023.

H. Supplemental Information

Classification	No. of Positions	Annual Salary	Annual Benefits	OE&E	FY 23/24 & ongoing
Information Technology Specialist II	2	111,000	81,000	9,000	402,000
Grand Total					\$402,000

I. Recommendation

The CHP recommends approval of Alternative 1, permanent funding from the MVA for two existing ITS II positions serving as the PRMA, and the SSE.

J. Attachments

Attachment 1 – Organization Chart

Attachment 2 – Workload Matrix

BCP Fiscal Detail Sheet

BCP Title: Permanent Funding for Privacy and Risk Management Program Positions

BR Name: 2720-010-BCP-2023-GB

Budget Request Summary

Personal Services

Personal Services	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
Positions - Permanent	0.0	0.0	0.0	0.0	0.0	0.0
Total Positions	0.0	0.0	0.0	0.0	0.0	0.0
Salaries and Wages	0	222	222	222	222	222
Earnings - Permanent						
Total Salaries and Wages	\$0	\$222	\$222	\$222	\$222	\$222
Total Staff Benefits	0	162	162	162	162	162
Total Personal Services	\$0	\$384	\$384	\$384	\$384	\$384

Operating Expenses and Equipment

Operating Expenses and Equipment	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
5301 - General Expense	0	18	18	18	18	18
Total Operating Expenses and Equipment	\$0	\$18	\$18	\$18	\$18	\$18

Total Budget Request

Total Budget Request	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
Total Budget Request	\$0	\$402	\$402	\$402	\$402	\$402

Fund Summary

Fund Source

Fund Source	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
State Operations - 0044 - Motor Vehicle Account, State Transportation Fund	0	402	402	402	402	402
Total State Operations Expenditures	\$0	\$402	\$402	\$402	\$402	\$402
Total All Funds	\$0	\$402	\$402	\$402	\$402	\$402

Program Summary

Program Funding

Program Funding	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
2050010 - Ground Operations	0	332	332	332	332	332
2050019 - Flight Operations	0	15	15	15	15	15
2055010 - School Pupil Transportation Safety	0	3	3	3	3	3
2055019 - Regulated Special Purpose Vehicles	0	1	1	1	1	1
2055028 - Transportation of Hazardous Materials	0	2	2	2	2	2
2055037 - Farm Labor Transportation Safety	0	1	1	1	1	1
2055046 - Commercial Vehicle Inspection Enforcement	0	31	31	31	31	31
2055055 - Motor Carrier Safety Operations	0	6	6	6	6	6
2060010 - Vehicle Theft Control	0	10	10	10	10	10
2060019 - Vehicle Identification Numbering Program	0	1	1	1	1	1
9900100 - Administration	0	402	402	402	402	402
9900200 - Administration - Distributed	0	-402	-402	-402	-402	-402
Total All Programs	\$0	\$402	\$402	\$402	\$402	\$402

Personal Services Details

Salaries and Wages

Salaries and Wages	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
1414 - Info Tech Spec II (Eff. 07-01-2023)	0	222	222	222	222	222
Total Salaries and Wages	\$0	\$222	\$222	\$222	\$222	\$222

Staff Benefits

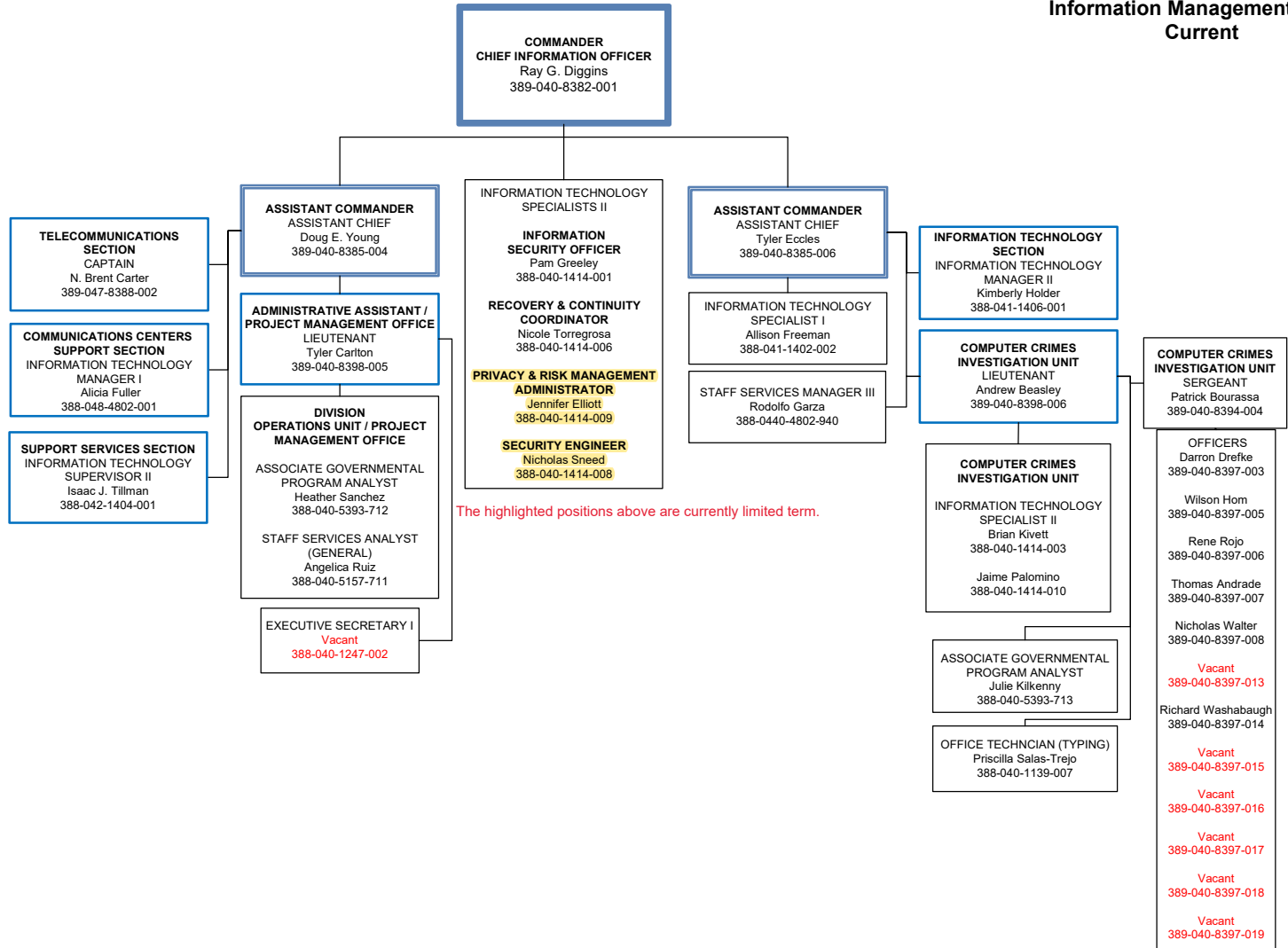
Staff Benefits	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
5150900 - Staff Benefits - Other	0	162	162	162	162	162
Total Staff Benefits	\$0	\$162	\$162	\$162	\$162	\$162

Total Personal Services

Total Personal Services	FY23 Current Year	FY23 Budget Year	FY23 BY+1	FY23 BY+2	FY23 BY+3	FY23 BY+4
Total Personal Services	\$0	\$384	\$384	\$384	\$384	\$384



**California Highway Patrol
Information Management Division
Current**



The highlighted positions above are currently limited term.

 5/5/22
Approved/Date

DEPARTMENT OF THE CALIFORNIA HIGHWAY PATROL

Workload Matrix

Task/Activity	Workload Standard (Hrs)	Workload (Annual)	Personnel Years (1,758 hrs)
Describe activities that must be performed, steps in a process, etc. Include any assumptions	Number of hours it takes to perform task or step	Number of times task must be performed	(Workload Std X Workload)/ 1,758
Information Technology Specialist II (ITS II) Privacy & Risk Management Administrator			
Improve, create, and sustain a risk management team and risk management process to execute the risk management strategy.	2	220	0.25
Monitor, track, and develop projects to evaluate and mitigate risks at organizational, business process, and information asset levels.	2	220	0.25
Organize and/or participate in steering committees, architecture, roadmap, budget, and other management/policy planning activities.	2	220	0.25
Organize and/or participate in risk assessment process identifying assets at risk, assessing risk and determining consequences, and identifying protective measures and associated costs.	2	220	0.25
Information Technology Specialist II (ITS II)	8.00		1.00

DEPARTMENT OF THE CALIFORNIA HIGHWAY PATROL
Workload Matrix

Task/Activity	Workload Standard (Hrs)	Workload (Annual)	Personnel Years (1,758 hrs)
Describe activities that must be performed, steps in a process, etc. Include any assumptions	Number of hours it takes to perform task or step	Number of times task must be performed	(Workload Std X Workload)/ 1,758
Information Technology Specialist II (ITS II) Systems Security Engineer			
Serve as business owner of aggregate logging, enterprise security monitoring, and remediation program capabilities.	2	220	0.25
Improve, create, and sustain team, system, tools, and software performance measurement and reporting.	1	220	0.13
Improve, create, and sustain enterprise software / hardware architecture, solutions integration, design, tuning, configuration, and administration.	1	220	0.13
Provide escalation-level support and advanced remediation of security and vulnerability events.	1	220	0.13
Create, evaluate, and/or approve enterprise ruleset modifications.	1	220	0.13
Document activities and work with senior personnel to continuously improve monitoring, triage, and remediation efforts for security events.	1	220	0.13
Monitor event logs for suspicious activity.	1	220	0.13
Information Technology Specialist II (ITS II)	8.00		1.00