

PRIVACY/ACCESS IN E-GOVERNMENT APPLICATIONS IN GEORGIA

BUSINESS PLAN GOALS AND OBJECTIVES

Goals:

1. In conjunction with Southern Polytechnic University to facilitate group meetings and provide a graduate assistant to develop and maintain a project web site
2. Partner with government agencies and associations to discuss privacy and access issues as they impact the management of public records in Georgia
3. Educate administrators, information management professionals, records managers, and archivists about privacy/access issues related to e-government
4. Gain consensus among these groups about the issues involved and possible solutions
5. Bring archival issues to the forefront before administrators and information management professionals develop e-government practices for state agencies
6. Produce a white paper that can be used to develop statewide guidelines on privacy/access to electronic information in government

Objectives:

1. In cooperation with the Southern Polytechnic University:
 - a. Select and hire a graduate assistant to provide administrative support to the project and to serve as primary web site developer for the project.
 - b. Provide meeting facilitation services to the project and serve as meeting host.
2. Host a 4-5 day conference on privacy issues as they relate to national e-government initiatives such as the issuance national identity card and the provision of electronic services to the citizenry.
3. Coordinate the conference with the following groups:
 - a. Grant Partners
 - b. Conference Invitees
 - c. Conference Speakers
 - d. White Paper Workgroup
4. Develop and maintain an interactive web site that captures conference information and allows for the exchange of ideas through forums.
5. Provide a collegial environment for information exchange and focused group discussions.
6. Develop consensus on a set of guidelines for identifying restricted data elements within an electronic system and establishing agency policy for addressing open records act requests.

Project Breakdown

Phase I: Project organization and preparation (January – March, 2003)

Establishment of the administrative organization for the project and beginning of preparations for the conference.

Phase II: Conference organization and setup (April – June, 2003)

Confirmation of invitees and facilities; finalize contracts with speakers.

Phase III: Hold conference and focused discussions (July 2003)

Host conference and facilitate discussion of Georgia privacy issues; coordinate stay of speakers

Phase IV: Issue white paper on privacy (August, 2003 – April 2004)

Identify and work with authors group to draft white paper summarizing results of conference discussions; use website as a review tool for the white paper and issue as a final product