



North Carolina Department of Health and Human Services  
**Division of Budget and Analysis**  
2001 Mail Service Center • Raleigh, North Carolina 27699-2001  
Telephone (919) 733-6396 • Fax (919) 733-2944

Beverly Eaves Perdue, Governor  
Lanier M. Cansler, Secretary

James B. Slate, Jr., Director

March 2, 2009

MEMORANDUM

TO: DHHS Division and Office Directors

FROM: Jim Slate, DHHS Division of Budget and Analysis Director  
Karen Tomczak, DHHS Chief Information Officer

RE: Consolidation of Software Licensing and Maintenance

Handwritten signatures of Jim Slate and Karen Tomczak, written in black ink over the typed names in the 'FROM' field.

As part of DHHS' IT consolidation effort, we have moved forward with consolidating several major software license and maintenance agreements. We are writing to update you about our efforts to consolidate licensing and maintenance for Novell and LANDesk, and maintenance of Attachmate for divisions and offices that were included in the department's Seat Management initiative.

Novell

In SFY 2008-09, the Division of Information Resource Management (DIRM) worked with Alphanumeric and Novell to consolidate the department's Novell Open Enterprise Server and ZENworks licenses and annual maintenance under a single consolidated agreement for all DHHS divisions and offices. Novell products are used for secure file storage and for network printing.

Your Budget Officer will be forwarded a copy of the invoice that DIRM is submitting to the DHHS Office of the Controller for the cost of the Novell Open Enterprise Server and ZENworks maintenance for your division/office for SFY 2008-09. DIRM is responsible for ensuring that DHHS remains compliant with Novell's software audit requirements. The DIRM Financial Management Section will provide a list of current Novell users to each Budget Officer to coordinate his division/office's review and determination of changes needed (e.g., staff who are no longer with the division/office but their Novell account remains). Input from the divisions/offices will be the basis for making any necessary corrections prior to the annual audit and subsequent billing for SFY 2009-10.

DHHS divisions and offices should not pay any invoices for Novell. If an invoice for Novell is received from Alphanumeric, please forward the invoice to Jennifer McAdam in the DIRM Financial Management Section.

March 2, 2009

LANDesk

DHHS has initiated the department-wide implementation of LANDesk as a centralized IT asset management automation system that will ultimately provide the department with the tools and data necessary for centrally tracking all IT assets (i.e., hardware and software). LANDesk is the asset management tool that was originally implemented through the department's Seat Management contract. When LANDesk deployment throughout the entire department is complete, DHHS will be able to manage and support these assets centrally, have readily available department-wide inventory data, and be able to define ongoing budgetary requirements for lifecycle management/replacement of these assets.

DIRM has obtained LANDesk licenses and the first year of maintenance for those divisions/offices that were not part of the Seat Management initiative. DIRM Financial Management will work with the DHHS Office of the Controller and divisional budget offices to draw in Federal funds where allowable. Any State match required will be covered by DIRM. Beginning in SFY 2009-10, these divisions/offices will be billed annually by DIRM for their maintenance of LANDesk.

On an annual basis and beginning this state fiscal year, divisions/offices that were included in the Seat Management initiative, but were transferred from Seat Management support to State support in January 2008, will be invoiced annually for LANDesk maintenance. Previously, these charges were included as part of the monthly Seat Management charge.

Attachmate

On an annual basis and beginning this state fiscal year, those divisions and offices that were included in the Seat Management initiative will be invoiced by DIRM annually for their use of Attachmate. Previously, these charges were included as part of the monthly Seat Management charge for Attachmate.

If you have any questions regarding this memorandum, please contact Jennifer McAdam in the DIRM Financial Management Section at 919-855-3009 or [Jennifer.McAdam@ncmail.net](mailto:Jennifer.McAdam@ncmail.net).

Thank you for your ongoing cooperation and assistance to facilitate DHHS compliance with software licensing terms.

cc: Allen Feezor, DHHS Deputy Secretary for Health Services  
Maria F. Spaulding, DHHS Deputy Secretary for Long-Term Care and Family Services  
Dan Stewart, DHHS Assistant Secretary for Finance and Business Operations  
Laketha M. Miller, DHHS Controller  
David Womble, DHHS Office of Procurement and Contracts Services Director  
Judy Gay, DHHS Office of the Controller, GA/FM Section, Chief  
Program/Budget Analysts/Division of Budget and Analysis  
DHHS Budget Officers  
Business IT Leaders