




M E M O R A N D U M

Date: February 2, 2023

To: California State Lottery Commission

From: Alva V. Johnson, Director 

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Security and Law Enforcement Division (SLED)

Subject: Item 8(a) – Request to Add Position for the Security and Law Enforcement Division (SLED)

ISSUE

The California State Lottery (Lottery) requests one Associate Governmental Program Analyst (AGPA), working title Security Systems Administrator, to support and enhance the Lottery's statewide physical security program.

BACKGROUND

SLED is responsible for promoting and ensuring the overall operational integrity, security, honesty and fairness of the Lottery's players, retailers, facilities, games and products. SLED's effort is vital and directly impacts the public's interaction with and perception of the Lottery and is an essential component supporting the Lottery's mission.

Over the past decade, the Lottery has moved away from leasing our District Offices to purchasing buildings and increasing our security posture at each location. As each new District Office was designed, the increased security measures at each location significantly grew. At each location, there are numerous varying security devices which are monitored and maintained by SLED's Emergency Management and Physical Security (EMPS) unit at Lottery Headquarters.

The Lottery's physical security responsibilities transitioned from an outside vendor to internal resources as of October 2020. Before the transition, there were two Security Systems Administrator's (AGPA's) assigned to EMPS to provide oversight, operations, support, research, procurement, and guidance. Since the transition, one AGPA position was removed and reallocated to the SLED Theft Unit in 2021. However, EMPS has identified the need to reestablish the one reallocated AGPA position due to an increased workload, roles, and responsibilities that are unreasonable for one AGPA position to handle.

DISCUSSION

The additional Security Systems Administrator (AGPA) will provide a vital resource dedicated to supporting the Lottery's statewide physical security systems, which has been greatly missed since its removal in 2021. The position will provide much needed support to meet the day-to-day operational needs of the physical security systems, gaming systems, increased priorities, and other needs/requests of Lottery Divisions. In addition, EMPS would be more efficient in budget management and purchasing of varying equipment/devices that are needed to procure by researching vendors, obtaining quotes, and completing required forms before testing and installing throughout statewide facilities.

This Security Systems Administrator (AGPA) position will enable EMPS to further assist the Lottery's Information Technology Services Division (ITSD) team to make faster progress securing, updating, upgrading, replacing, and consolidating any aging and outdated software and equipment as well as provide support to circumvent vulnerabilities and adhere to Information Security Office (ISO) standards to maintain a secure infrastructure. Additionally, this position will be needed for providing independent research, evaluating products, making recommendations for replacement of equipment, monitoring the security system for proper operation, managing and remediating security vulnerabilities and threats, and troubleshooting and resolving very complex system anomalies. The position will also support upcoming new installation/remodel projects (Headquarters Perimeter Fence Installation & Northern Distribution Center Remodel Project) at Lottery facilities by procuring equipment and testing and programming each device for proper alarm triggering/reporting to physical security systems.

RECOMMENDATION

Lottery staff recommends that the California State Lottery Commission approve the establishment of one Associate Governmental Program Analyst position and associated funding of \$19,200 for the remainder of Fiscal Year 2022/2023. The full fiscal year cost of the position is \$76,800 . This will be an ongoing cost and will fluctuate based on bargaining union contracts and salary range adjustments.