

## MONTHLY ISD PROJECT REPORT

**Initiative: ITG 009: Add Accounting Information to the Data Warehouse**

*JIS Operational Plan: Initiation*

Reporting Period 12/1/2011 – 12/31/201

**Project Sponsor(s):**  
Rich Johnson (DMSC Chair)

**IT Project Manager:**  
N/A, Business Area Manager is providing backup

**Business Area Manager:**  
Jennifer Creighton

**Consultant/Contracting Firm:**  
N/A

**Description:** This project is a result of the approval and prioritization of [IT Governance request 009 \(ITG 09\)](#). This request identified eleven reports that are either unworkable in the mainframe format or are new reports to be created.

**Business Benefit:**

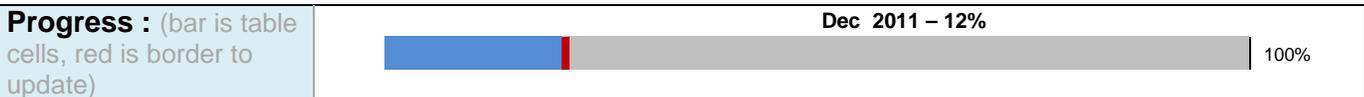
These reports will give the courts better tracking of accounting information, better budget and revenue forecasting, new or improved audit and operational reports, and the ability to answer accounting inquiries from other agencies.

This is a multi-court level request, bringing value to both the Superior Courts and to the Courts of Limited Jurisdiction.

<b>Business Drivers</b> <small>(place x in box)</small>	Improve Decision Making <input checked="" type="checkbox"/>	Improve Information Access <input checked="" type="checkbox"/>	Improve Service or efficiency <input checked="" type="checkbox"/>	Manage Risks <input checked="" type="checkbox"/>
	Maintain the business <input checked="" type="checkbox"/>	Manage the costs <input checked="" type="checkbox"/>	Increase organizational capability <input checked="" type="checkbox"/>	Regulatory compliance or mandate <input type="checkbox"/>

<b>JISC Approved Budget</b>	Allocated (Don't fill in )	Actual (Don't fill in )
	\$	

<b>Current Status</b> <small>(green=on schedule, yellow=potential or current risks, red=significant risk to cost, schedule, deliverables.)</small>	Scope	Schedule	Budget
	●	●	●



<b>Phase (what phase is project currently in)</b>	<input type="checkbox"/> Initiate	<input checked="" type="checkbox"/> Planning	<input type="checkbox"/> Execute	<input type="checkbox"/> Close
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<b>Schedule</b>	<b>Planned Start Date:</b> Aug 2011	<b>Planned Completion Date:</b> Jan 2013
	<b>Actual Start Date:</b> Aug 2011	<b>Estimated Actual Completion Date:</b>

Activities Completed	Impact/Value
<ul style="list-style-type: none"> <li>✓ Release first report for the court community:               <ul style="list-style-type: none"> <li>○ Cases with A/R's Paid in Full – CLJ</li> <li>○ Cases with A/R's Paid in Full – Superior Courts</li> <li>○ Drill down reports included                   <ul style="list-style-type: none"> <li>▪ Obligation Detail</li> <li>▪ Obligor Detail</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ Provide new accounting reports, or improve existing reporting capabilities</li> </ul>

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✓ Completed prototypes for “Cases with finding date and A/Rs in potential status” for final approval by the work group at their January 17 meeting	✓ Obtain user approval of report layout and parameters
✓ Completed requirements for first review for “Detail/Summary A/R Report” for review by the work group at their January 17 meeting	✓ Obtain complete user requirements
✓ Completed design and obtained approval for obligation and superior court judgment tables, and for updates to accounts payable and actor tables. Tables fully loaded in development and production environments.	✓ Measures and attributes needed to produce first 5 accounting reports in their current “as-is” state.
Activities Planned	Impact/Value
✓ Complete “Cases with Finding Date and A/Rs in Potential Status” for release in February	✓ Second report requested by the work group.
✓ Continue work on disbursements, receipts, bank activity, A/P, and aging tables (anticipated task end date is 4/15/2012)	✓ Prepare for design approval
✓ Finalize RDS for “Detail/Summary A/R Report”	✓ Obtain complete user requirements

### Risks Management

Risk Events	High/ Medium/ Low	Risk Mitigation
<ul style="list-style-type: none"> <li>Space requirements for report development on production server is insufficient</li> </ul>	<ul style="list-style-type: none"> <li>Low</li> </ul>	<ul style="list-style-type: none"> <li>Infrastructure needs to increase disk partitioning and add additional space</li> </ul>

### Additional Comments

Approved report priority list

Group A	1. Cases with A/Rs Paid-in-Full – EXCLUDING TRUST
	2. Cases with finding date and A/Rs in "potential" status
	3. Detail/Summary A/R Report
	4. Detail/Summary of A/R type codes entered, paid, outstanding
	5. Monthly interest accruals associated with A/R type codes
Group B	6. Remittance Summary by BARS codes
	7. Cases with A/Rs Paid-in-Full – INCLUDING TRUST
Group C	8. A/R balance by type, A/R and payment aging
	9. Collection case information
Group D	10. Collection reports for parking cases
Group B	11. Legal Financial Obligation (LFO) Report
	12. PMR: Detail/Summary aged accounts receivables
	13. PMR: Detail/Summary of accounts assigned to various stages of collections
	14. Case Financial History Report (CFH) – received and ordered

## WEEKLY ISD PROJECT REPORT

### Project: Vehicle Related Violations (VRDX) Operational Readiness

**Reporting Period: 12/26/11 – 01/06/12**

<b>Executive Sponsor(s)</b> Data Management Steering Committee <i>Rich Johnson, Chair of Committee</i>	<b>IT Project Manager:</b> Michael Walsh Michael.walsh@courts.wa.gov 360-705-5245
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<b>Business Area Manager:</b> Jennifer Creighton	<b>Consultant/Contracting Firm:</b> NA
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**Description:** Vehicle Related Violations (VRV) was designed to automate the input and submittal of parking violations as received by local courts through local enforcement agencies (LEAs). The VRV website provides a service for jurisdictions to get access to the technical information and data needed for them to setup and build data exchanges for use on the jurisdictions side. The AOC has successfully implemented the VRV DX solution with Everett Municipal Court and is now preparing to execute the final two planning steps required before making VRV broadly available statewide. The focus of this engagement between CodeSmart Inc. and AOC is to enable VRV Operational Readiness inclusive of performance tuning, infrastructure setup, and transition to ISD Operations for ongoing support and maintenance.

**Business Benefit:** The VRV Operational Readiness Project will prepare a solution for extended pilot use and eventual statewide implementation. The ongoing work will improve performance for the VRV pilot application with the goal of handling anticipated workload and transaction capacity, perform infrastructure cleanup and ensure optimal environment configuration for ongoing support and maintenance. The Customer Website for Data Services is ready for the extended pilot.

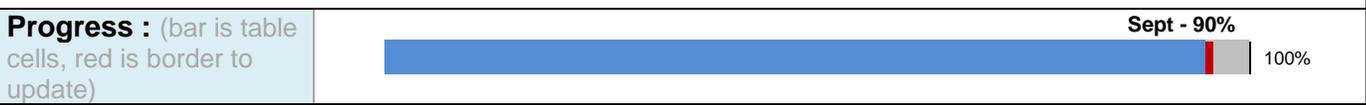
<b>Business Drivers</b> <small>(please X box)</small>	Improve Decision Making <input type="checkbox"/>	Improve Information Access <input checked="" type="checkbox"/>	Improve Service or efficiency <input checked="" type="checkbox"/>	Manage Risks <input type="checkbox"/>
	Maintain the business <input type="checkbox"/>	Manage the costs <input type="checkbox"/>	Increase organizational capability <input type="checkbox"/>	Regulatory compliance or mandate <input type="checkbox"/>

<b>JISC Approved Budget</b>	Allocated (Don't fill in )	Actual (Don't fill in )
	\$	

<b>Current Status</b> <small>(green=on schedule, yellow=potential or current risks, red=significant risk to cost, schedule, deliverables.)</small>	<b>Scope</b>	●	<b>Schedule</b>	●	<b>Budget</b>	●
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Status Notes: Kirkland he three tier 1 courts (Lakewood, Kirkland, and Issaquah) have completed their JINDEX testing. They are currently validating VRV functional test results.

The next steps are to implement the JINDEX upgrades as follows:  
 Execute the functional test plan to verify that the VRV message will process properly in the QA environment.  
 Set up a production go live date for VRV.



<b>Phase (what phase) is project currently in</b>	<input type="checkbox"/> Initiate	<input type="checkbox"/> Planning	<input checked="" type="checkbox"/> Execute	<input type="checkbox"/> Close
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<b>Schedule</b>	Planned Start Date: 3/22/2010	Planned Completion Date: 12/31/2011
	Actual Start Date: 3/24/2010	Actual Completion Date:

Activities Completed	Impact/Value
✓ Tier 1 – Go Live	As of December 15, 2011 Kirkland Muni has been receiving VRV tickets through the data exchange. Lakewood Muni has completed and accepted the VRV solution from vendor. They are in the process of completing the service

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		level agreement with RedFlex, their Traffic System solution providers. Once the SLA is in place Lakewood will start submitting VRV ticket messages into DISCISI.	
<b>Activities Planned</b>		<b>Impact/Value</b>	
<ul style="list-style-type: none"> <li>◦ Tier 1 – Functional Testing</li> </ul>		Issaquah is still working on their user test acceptance and are targeting late January to start sending AOC VRV tickets through the data exchange.	
<b>Milestones Planned and Accomplished</b>			
Milestone	Original Date	Revised Date	Actual Date
On-board Tier 1 (Kirkland)	4/01/2011	<del>12/01/2011</del> 12/31/2011	12/15/2011
On-board Tier 1 (Issaquah, Lakewood)	4/01/2011	<del>12/31/2011</del> 1/30/2012	
On-board Tier 2 (Tacoma, Lynnwood, and Fife)	5/01/2011	<del>3/16/2012</del> June 2012	
<b>Risks Management</b>			
Risk Events	High/ Medium/ Low	Risk Mitigation	
<b>Additional Comments</b>			

## Bi-WEEKLY ISD PROJECT REPORT

**Initiative:** Superior Court Data Exchange (SCOMIS DX)

**Reporting Period:** 12/26/11 – 01/06/12

**Executive Sponsor(s)**  
Data Management Steering Committee  
Rich Johnson, Chair of Committee

**IT Project Manager:**  
Bill Burke (360) 704-4024  
bill.burke@courts.wa.gov

**Business Area Manager:** Jennifer Creighton

**Consultant/Contracting Firm:** N/A

**Description:** The Superior Court Data Exchange project will deploy a Data Exchange that will enable all local court Case Management Systems to access the Superior Court Management Information System (SCOMIS) services via a web interface using a standard web messaging format. The project scope consists of deploying (63) web services that will be available to all local court Case Management Systems.

**Business Benefit:** The project will produce a consistent, defined set of standards and standard technology solutions for sharing data between Judicial Information System (JIS) applications supported by the AOC and its customers (Courts and Justice Partners) to:

- Eliminate redundant data entry
- Improve data accuracy
- Provide access to real-time information for decision making
- Reduce support costs through a common technical solution for sharing data

<b>Business Drivers</b> (please X box)	Improve Decision Making <input checked="" type="checkbox"/>	Improve Information Access <input checked="" type="checkbox"/>	Improve Service or efficiency <input checked="" type="checkbox"/>	Manage Risks <input type="checkbox"/>
	Maintain the business <input type="checkbox"/>	Manage the costs <input checked="" type="checkbox"/>	Increase organizational capability <input checked="" type="checkbox"/>	Regulatory compliance or mandate <input type="checkbox"/>

<b>JISC Approved Budget</b>	<b>Allocated (Don't fill in )</b>	<b>Actual (Don't fill in )</b>
	\$	

<b>Current Status</b> (green=on schedule, yellow=potential or current risks, red=significant risk to cost, schedule, deliverables.)	<b>Scope</b> <span style="color: green;">●</span>	<b>Schedule</b> <span style="color: yellow;">▲</span>	<b>Budget</b> <span style="color: green;">●</span>

Status Notes: The JISC approved a revised project plan on January 21.

<b>Progress :</b> (bar is table cells, red is border to update)	<b>SCDX Increment 1 - December - 95%</b>
	100%

<b>Phase (what phase) is project currently in</b>	<input type="checkbox"/> Initiate	<input type="checkbox"/> Planning	<input checked="" type="checkbox"/> Execute	<input type="checkbox"/> Close
	<b>Schedule SCDX</b>		<b>Schedule Increment 1</b>	
	<b>Original Start Date:</b> 1/2/2011	<b>Original Completion Date:</b> 7/1/2012		
	<b>Planned Start Date:</b> 1/2/2011	<b>Planned Completion Date:</b> 12/1/2012		
	<b>Actual Start Date:</b> 1/2/2011	<b>Actual Completion Date:</b>		
	<b>Original Start Date:</b> 8/29/2011	<b>Original Completion Date:</b> 12/31/2011		
	<b>Planned Start Date:</b> 8/29/2011	<b>Planned Completion Date:</b> 1/31/2012		
	<b>Actual Start Date:</b> 8/29/2011	<b>Actual Completion Date:</b>		

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Activities Completed	Impact/Value
<ul style="list-style-type: none"> <li>✓ Sierra Systems QA Team has started verification testing of the SCDX Production Increment 1 software. Testing is taking longer than expected due to the number of problems that have been identified and the time required to resolve. This testing is expected to be completed by the end of January.</li> </ul>	Sierra Systems verification testing will confirm that the software delivered meets AOC requirements. These tests are being performed prior to the start of AOC QA testing.
<ul style="list-style-type: none"> <li>✓ Sierra Systems delivered the first (2) SCDX Production Increment 1 web services (Civil Case File &amp; Civil Case File Update) to the AOC. These web services have completed Sierra Systems verification testing and are now ready for AOC QA testing.</li> </ul>	These web services will enable an external court system to perform these SCOMIS//JIS transactions via a computer interface.
<ul style="list-style-type: none"> <li>✓ Sierra Systems delivered the SCDX Test Driver application and MQ Series configuration document. The AOC is reviewing both deliveries.</li> </ul>	The Test Driver application will enable the web services to be tested without having to interface to an external court system.
<ul style="list-style-type: none"> <li>✓ The AOC worked with Sierra Systems to validate the SCDX BizTalk Build and Deployment documentation. The team was able to successfully build and deploy Sierra Systems BizTalk web service software in the AOC QA environment. This validation process identified some changes that will be required in Sierra Systems build and deployment documentation.</li> </ul>	The build and deployment documentation is used by the AOC to build and deploy the software application that Sierra Systems has delivered for SCDX Production Increment 1.
<ul style="list-style-type: none"> <li>✓ The AOC has completed the review of (3) SCDX BizTalk Technical Design documents and provided the required updates to Sierra Systems for updating.</li> </ul>	These documents are necessary for the AOC to maintain this BizTalk software post SCDX project.
<ul style="list-style-type: none"> <li>✓ The AOC completed the review and approved (10) SCDX Technical Design Documents for the Java/Jagacy software modules for SCDX Production Increment 1.</li> </ul>	Defines the detailed design for the SCDX Java/Jagacy software modules. This documentation is needed for the AOC to maintain this software after the project has been completed.
Activities Planned	Impact/Value
<ul style="list-style-type: none"> <li>◦ Sierra Systems will continue with verification testing of SCDX Production Increment 1 web services. All services are expected to be completely tested by Sierra Systems by the end of January.</li> </ul>	Sierra Systems verification testing will confirm that the software delivered meets AOC requirements. These tests are being performed prior to the start of AOC QA testing.
<ul style="list-style-type: none"> <li>◦ Sierra Systems is expected to deliver (4 – 6) SCDX Production Increment 1 web services to the AOC.</li> </ul>	These web services will enable an external court system to perform these SCOMIS//JIS transactions via a computer interface.
<ul style="list-style-type: none"> <li>◦ Sierra Systems is expected to revise the BizTalk Build &amp; Deploy and BizTalk Technical Design Documents based upon results of AOC review of these documents.</li> </ul>	The build and deployment documentation is used by the AOC to build and deploy the software application that Sierra Systems has delivered for SCDX Production Increment 1.
<ul style="list-style-type: none"> <li>◦ The AOC will build and deploy the SCDX web services delivered by Sierra Systems. The AOC team intends to perform an integrated test in the Dev environment using the SCDX Test driver to drive transactions through the SCDX.</li> </ul>	This integrated test will be performed in Dev and verify that the web services transactions integrate across BizTalk, MQ Manager, Java/Jagacy and SCOMIS using the SCDX Test Driver. Following the successful completion of these tests, the SCDX web services will be tested by the AOC QA team in the QA environment.

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Milestones Planned and Accomplished			
Milestone	Original Date	Revised Date	Actual Date
Final Sierra Systems Application Design Documents for Production Increment 1	10/7/2011	12/5/2011	12/8/2011
SCDX Standalone Test Driver Complete – Prod Increment 1	10/31/2011	12/5/2011	12/9/2011
SCDX Development Complete – Prod Increment 1	11/16/2011	12/16/2011	12/16/2011
Start SCDX Verification & Validation Testing – Prod Increment 1	12/2/2011	12/16/2011	12/16/2011
SCDX Verification & Validation Complete – Prod Increment 1	12/1/2011	1/31/2012	
SCDX Production Increment 1 Complete	12/23/2011	2/17/2012	
Risks Management			
Risk Events	High/ Medium/ Low	Risk Mitigation	
Additional Comments			