MONTHLY ISD PROJECT REPORT

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

JIS Operational Plan: Initiation

Reporting Period October 1, 2011 – October 31, 2011

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.

Business Drivers (place x in box)				
	Improve Decision Making ☒	Improve Information Access ☒	Improve Service or efficiency ☒	Manage Risks ☒
	Maintain the business ☒	Manage the costs ☒	Increase organizational capability ☒	Regulatory compliance or mandate ☐

JISC Approved Budget	**Allocated** (Don't fill in)	**Actual** (Don't fill in)
	$	

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

Progress : (bar is table cells, red is border to update)

Sept 2011 – 12%

100%

Phase (what phase is project currently in	☐ Initiate	☒Planning	☐ Execute	☐ Close

Schedule		
	Planned Start Date: Aug 2011	**Planned Completion Date:** Jan 2013
	Actual Start Date: Aug 2011	**Estimated Actual Completion Date:**

Activities Completed	**Impact/Value**
✓ Completed development of "Cases with A/Rs Paid-in-Full – excluding trust" for review by work group at their November 17 meeting	✓ Review report for layout, information presented, filters and parameters
✓ Completed first draft of report design specification (RDS) for "Cases with finding date and A/Rs in potential status" for review by the work group at their November 17 meeting	✓ Obtain complete user requirements

✓ Completed first draft of report design specification (RDS) for "Detail/Summary A/R Report" for review by the work group at their November 17 meeting (time allowing; otherwise, at the January meeting)	✓ Obtain complete user requirements
✓ Loaded journal voucher, bend, AR, bad adjustments tables to the operational data store	✓ Place data an staging area prior to transforming it and loading it in the accounting data mart
✓ Completed design and obtained approval for BARS, cost fee codes, remit group, and obligation tables	✓ First step in moving the data to the accounting data mart
Activities Planned	**Impact/Value**
✓ Obtain approval of the project charter from the DMSC	✓ Project management control and oversight
✓ Begin design for next set of required source tables	✓ Prepare for design approval
✓ Finalize RDS for "Cases with finding date and A/Rs in potential status"	✓ Obtain complete user requirements
✓ Complete draft RDS for Detail/Summary of A/R type codes entered, paid, outstanding	✓ Obtain complete user requirements

Risks Management

Risk Events	High/ Medium/ Low	Risk Mitigation
• Space requirements for report development on production server is insufficient	• Low	• Infrastructure needs to increase disk partitioning and add additional space

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

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