BI-WEEKLY ISD PROJECT REPORT

Initiative: Implement Information Networking Hub and Services (INH)

Reporting Period March 19 – March 30, 2012

Executive Sponsor(s):	**IT Project Manager:**
Vonnie Diseth (Director/CIO) Jeff Hall (AOC Administrator)	Dan Belles
Business Area Manager: Jennifer Creighton	**Consultant/Contracting Firm:** SOOS Creek

Description: The Information Networking Hub (INH) has been initiated as one of three separate Project/Program tracks in the ISD Transformation. While the INH is being built to support the implementation of a Superior Court Case Management System (SC CMS), it is also building a foundation for data exchanges with other COTS packages and local court systems.

The INH is the required future state architecture needed to support information exchanges between the JIS central database, SC CMS and other local systems. This Project involves a core team of internal and external resources with the experience and knowledge of AOC systems, that will build a robust enterprise architecture capable of exchanging messages from disparate systems with one common messaging standard.

The first phase of the INH project includes the development of the Foundation components and Pilot Deployment of two services. Initially, the components of the INH will be developed in a sequencing priority based on the needs of the SC CMS integration, but will continue to build on meeting the needs for other COTS applications and local systems in the future.

Business Benefits:

- Integration of current and future centralized and local applications that provides better customer experience and information
- Near real-time information exchanges through "publish-subscribe" mechanisms that facilitates the sharing of data and dramatically reduces duplicate data entry
- Modern architecture that aligns with latest technology to provide flexibility and the ability to deliver new customer requests in a timely manner
- A centrally managed data repository governed by data standards and quality
- A centralized security framework that can meet the needs for ensuring data is secure
- Enhanced customer interfaces to improve productivity, advance decision-making capabilities and aid in access to justice

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)
	$	

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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)

March 2012 – 25%

100%

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

Schedule	**Planned Start Date:** July 2011	**Planned Completion Date:** June 2012
	Actual Start Date: July 2011	**Estimated Actual Completion Date:** TBD

Activities Completed	Impact/Value
✓ Held INH Enterprise Data Repository (EDR) team meetings to identify scope and tasks required to build central data repository	✓ Provides a central INH database to store statewide shared data in a standard format that will be made accessible to courts through data exchanges
✓ Continued work on the INH Technical Lead Plan prepared by Joel Byford, Soos Creek	✓ Provides detailed technical guidance on development and implementation strategy for INH foundation components and data exchange services based on real world experience and practices
✓ Updated INH Project Planning Matrix	✓ Matrix of individual INH projects helps define, interdependencies, project deliverables, milestones, and resources for improved planning and coordination

Activities Planned	Impact/Value
✓ Implement INH Technical Lead Plan – Assign tasks to resources, provide templates and expected completion dates	✓ Provides detailed technical guidance on development and implementation strategy for INH foundation components and data exchange services based on real world experience and practices
✓ Hold INH Project lead meeting with Joel Byford, Technical Data Exchange Consultant	✓ Provides INH Project Team leads with information on roles and responsibilities and assignments from the INH Technical Lead Plan
✓ Continue work on Enterprise Data Repository and Service Development Framework projects	✓ Provides INH foundation components to support Pilot Services and future data exchange development in subsequent phases of INH
✓ Complete INH project charter for signature	✓ Provides authority and direction for the Project, approval for the budget, scope, schedule, and resources. It provides guidance to manage issues, risks, and project constraints.
✓ Complete baseline project schedules for tasks identified in Technical Lead Plan	✓ Provides detailed list of tasks, durations, completion dates for managing schedule

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Milestones Planned and Accomplished			
Milestone	Original Date	Revised Date	Actual Date
Complete Project Initiation	July 2011	Dec 2011	Feb 2012
Complete Project Charter	July 2011	Jan 2012	Feb 2012
Obtain Project Charter Approval	July 2011	Jan 2012	
Determine Project Timelines	Aug 2011	April 2012	
Develop Baseline Project Schedule	Feb 2012	April 2012	
Complete high level resource plan	Aug 2011	Feb 2012	Dec 2011
Validate Technology Infrastructure	Oct 2011	Dec 2011	Dec 2011
Obtain finalized list of Business Services	Oct 2011	Dec 2011	Feb 2012
Contract with Data Exchange Consultant	Jan 2012	Feb 2012	Feb 2012
Establish INH Foundation & Framework	Dec 2012		
Implement Two Pilot Services	June 2012		

Risks Management		
Risk Events	High/ Medium/ Low	Risk Mitigation
Solution Architecture • The implementation of INH is a new and complex endeavor for the resources at AOC. The need to clearly define and agree on the architecture to incrementally build the future state is critical to the success of this project. The risk is being able to clearly identify the work efforts required to: o Deploy Pilot Services to Production o Implement the INH foundation components o Implement the INH that supports the integration of the SC-CMS COTS and local systems in the future	High	• Architecture design will follow new Enterprise Architecture approval processes • Use the experience and knowledge gathered from the technical validation and from SC DX project to build the first two Pilot services • A Pilot deployment in a production environment will provide the opportunity to ensure the architecture is in alignment with the vision and will re-enforce that the technology roadmap is correct • EA will assign an Information Solutions Architect with experience with implementing data exchanges and message orchestration • Hire an external Data Exchange Technical Consultant with real world experience to validate and lead the development and implementation of a production ready INH • A phased implementation strategy focusing on the requirements for developing and deploying the first Pilot services and foundation components supporting the SC CMS project to ensure INH is ready when needed

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Scope • Large – multi-year effort to implement INH. Inadequately plan may result in costly miscalculations in cost and time estimates and ultimately project delays or failure.	High	• Conduct Pilot Implementation and focus on efforts required to support SC-CMS • Conduct phased implementation and improvement of service development • Continue to provide visibility on the complexity of this technical effort to AOC Leadership • Continue to escalate critical technical and project issues and decisions to AOC Leadership in a timely fashion for resolution • INH Strategy and roadmap should be validated by outside an Technical Data Exchange Consultant to identify appropriate solution and minimize/reduce scope creep and/or change
Budget • Project effort depends on funding from original transformation budget. However the scope of INH is much broader than the scope as defined in the transformation efforts and some funding has been removed. There is not enough funding to cover the estimated costs to complete INH in support of CMS over the entire project timeframe.	High	• Leverage other approved ITG projects work products to develop components of INH (e.g. SCDX, ITG27, Spokane, and SC-CMS). Utilize internal resources and tools with data exchange skills and experience where possible. • Continue to refine the high level budget estimates as information becomes available to support requests for supplemental legislative funding needed
Resource Allocation • Resources required to complete INH work efforts are working on multiple projects with competing priorities resulting in resource availability conflicts and delays	High	• Continue to work with the Leadership Team clarify the prioritization of projects and to appropriately assign a priority to INH • Continue to work with the PMs of the SC DX, SC CMS and COTS Prep projects to coordinate efforts and identify interdependencies and opportunities for efficiency among projects
SC – CMS Coordination • Detailed technical requirements from the SC-CMS COTS project are not clearly communicated to the INH project team in order for the program support the SC CMS integration when needed	Med	• SC CMS and INH Core teams should have on-going communications regarding the content of the feasibility study and COTS requirements to avoid misinterpretation or misunderstanding of the common technical goals for SC-CMS and the dependencies on the INH. Presentation of Feasibility study content should be provided to INH team to ensure a clear understanding • Hold regularly scheduled meetings between INH technical team and the "to be" technical team for RFP selection to ensure project interdependencies are tracked and coordinated
Additional Comments		