BI-WEEKLY ISD PROJECT REPORT

Initiative: Information Networking Hub and Services (INH)

Reporting Period May 26 – June 8, 2012

Executive Sponsor(s):	**IT Project Manager:**
Vonnie Diseth (Director/CIO) Jeff Hall (AOC Administrator)	Dan Belles
Business Area Manager: Mike Keeling	**Consultant/Contracting Firm:** Soos Creek Consulting

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 INH Enterprise Data Repository, 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 an enterprise architecture capable of exchanging messages from disparate systems with one common messaging standard.

The first release of the INH project includes the development of Foundation components, Pilot services for prototyping data exchanges, a central data repository and the business services needed to support SC CMS. The components of the INH will be developed 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 that facilitates the sharing of data and reduces duplicate data entry
- Provides a modern architecture that aligns with latest technology to provide flexibility and the ability to respond to 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 access to justice information

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)

June 2012 – 15%

100%

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

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

Activities Completed	**Impact/Value**
✓ Continue development work on the two INH Pilot Services (Get ADR)	✓ Provides service design templates, factory model (repeatable processes) and pilot services
✓ Completed design and functional specifications for Pilot Services - Get Person and Get Abstract of Drivers Records (ADR)	✓ Provides design templates and factory model framework for the initial two Pilot services being put into production
✓ Continued INH Enterprise Data Repository design sessions to continue work on Conceptual and Business Data models	✓ 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 analysis of INH services requirements to support the SC CMS Pilot rollout for Release 1	✓ Provides detailed requirements for the INH data exchange services needed to support the SC CMS (Release 1) for design and development purposes and for sharing with the COTS vendor when they are selected
✓ Continued analysis of Data Quality automation requirements for INH	✓ Provides data quality framework required for INH services to ensure data captured by EDR is cleansed and managed to a standard format using automated tools
✓ Completed Draft Infrastructure and Security Design document – scheduled review meeting	✓ Provides infrastructure and security design for INH solution to provide data in a secure and near real time.
✓ Updated baseline project schedules for middleware services, EDR and Data Quality	✓ Provides baseline schedule showing preliminary tasks, durations, resources and timeline for planning and refinement
✓ Completed presentation on INH Data Exchange Strategy Document to ISD staff	✓ Provides technical strategy that can be shared across multiple interdependent projects (SC CMS, INH and COTS Prep) to ensure common goals and coordination
✓ Held INH, SC CMS and COT Prep coordination meetings	✓ Provides coordination among inter dependent projects where PMs can share risks, issues and dependent milestones to ensure all projects are working in synch

Activities Planned	**Impact/Value**
✓ Present update on INH Project to JISC	✓ Provides update on project to external stakeholders on activities, schedule, future steps, risks and issues.
✓ Complete development work on the two INH Pilot Services (Get ADR and Get Person)	✓ Provides pilot data exchange services for prototyping and service design templates, factory model (repeatable processes)
✓ Continue work on Enterprise Data Repository business data model design and begin development	✓ Provides central storage for statewide shared data within INH
✓ Update preliminary project schedules for Middleware Services and EDR sub projects to reflect current implementation strategy	✓ Provides detailed list of tasks, durations, completion dates for managing schedule for both INH sub projects
✓ Continue work on EDR data quality automation for INH release 2	✓ Provides data quality standards and cleansing mechanisms for use with the EDR in INH Release 2

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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	Mar 2012
Obtain Project Charter Approval	July 2011	Jan 2012	April 2012
Determine Project Timelines	Aug 2011	April 2012	April 2012
Develop Baseline Project Schedules	Feb 2012	April 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
Implement Two Pilot Services	June 2012		
INH Foundation & Framework	Dec 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	Medium	• 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. Inadequate planning 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 may not be enough funding to cover the estimated costs to complete INH in support of CMS over the entire project timeframe.	Medium	• 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 assigned to 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 and COTS Prep Coordination • Detailed technical requirements from the SC-CMS COTS projects are not clearly communicated to the INH project team in order for the program support the SC CMS integration when needed	High	• SC CMS,INH and COTS Prep 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 among projects. 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		