

## BI-WEEKLY ISD PROJECT REPORT

### Initiative: Information Networking Hub and Services (INH)

**Reporting Period** May 26 – June 8, 2012

**Executive Sponsor(s):**

Vonnie Diseth (Director/CIO)  
Jeff Hall (AOC Administrator)

**IT Project Manager:**

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

<b>Business Drivers</b> (place x in box)	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 checked="" 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>	<b>Allocated (Don't fill in )</b>	<b>Actual (Don't fill in )</b>

## BI-WEEKLY ISD PROJECT REPORT

<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>	
<b>Progress :</b> (bar is table cells, red is border to update)						
<b>June 2012 – 15%</b>						
<span style="float: right;">100%</span>						
<b>Phase:</b> (what phase is project currently in)						
<input checked="" type="checkbox"/> Initiate		<input checked="" type="checkbox"/> Planning		<input type="checkbox"/> Execute		<input type="checkbox"/> Close
<b>Schedule</b>	<b>Planned Start Date:</b> July 2011			<b>Planned Completion Date:</b> December 2012		
	<b>Actual Start Date:</b> July 2011			<b>Estimated Actual Completion Date:</b> TBD		
<b>Activities Completed</b>				<b>Impact/Value</b>		
<input checked="" type="checkbox"/> Continue development work on the two INH Pilot Services (Get ADR)				<input checked="" type="checkbox"/> Provides service design templates, factory model (repeatable processes) and pilot services		
<input checked="" type="checkbox"/> Completed design and functional specifications for Pilot Services - Get Person and Get Abstract of Drivers Records (ADR)				<input checked="" type="checkbox"/> Provides design templates and factory model framework for the initial two Pilot services being put into production		
<input checked="" type="checkbox"/> Continued INH Enterprise Data Repository design sessions to continue work on Conceptual and Business Data models				<input checked="" type="checkbox"/> Provides a central INH database to store statewide shared data in a standard format that will be made accessible to courts through data exchanges		
<input checked="" type="checkbox"/> Continued analysis of INH services requirements to support the SC CMS Pilot rollout for Release 1				<input checked="" type="checkbox"/> 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		
<input checked="" type="checkbox"/> Continued analysis of Data Quality automation requirements for INH				<input checked="" type="checkbox"/> 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		
<input checked="" type="checkbox"/> Completed Draft Infrastructure and Security Design document – scheduled review meeting				<input checked="" type="checkbox"/> Provides infrastructure and security design for INH solution to provide data in a secure and near real time.		
<input checked="" type="checkbox"/> Updated baseline project schedules for middleware services, EDR and Data Quality				<input checked="" type="checkbox"/> Provides baseline schedule showing preliminary tasks, durations, resources and timeline for planning and refinement		
<input checked="" type="checkbox"/> Completed presentation on INH Data Exchange Strategy Document to ISD staff				<input checked="" type="checkbox"/> Provides technical strategy that can be shared across multiple interdependent projects (SC CMS, INH and COTS Prep) to ensure common goals and coordination		
<input checked="" type="checkbox"/> Held INH, SC CMS and COT Prep coordination meetings				<input checked="" type="checkbox"/> Provides coordination among inter dependent projects where PMs can share risks, issues and dependent milestones to ensure all projects are working in synch		
<b>Activities Planned</b>				<b>Impact/Value</b>		
<input checked="" type="checkbox"/> Present update on INH Project to JISC				<input checked="" type="checkbox"/> Provides update on project to external stakeholders on activities, schedule, future steps, risks and issues.		
<input checked="" type="checkbox"/> Complete development work on the two INH Pilot Services (Get ADR and Get Person)				<input checked="" type="checkbox"/> Provides pilot data exchange services for prototyping and service design templates, factory model (repeatable processes)		
<input checked="" type="checkbox"/> Continue work on Enterprise Data Repository business data model design and begin development				<input checked="" type="checkbox"/> Provides central storage for statewide shared data within INH		
<input checked="" type="checkbox"/> Update preliminary project schedules for Middleware Services and EDR sub projects to reflect current implementation strategy				<input checked="" type="checkbox"/> Provides detailed list of tasks, durations, completion dates for managing schedule for both INH sub projects		
<input checked="" type="checkbox"/> Continue work on EDR data quality automation for INH release 2				<input checked="" type="checkbox"/> Provides data quality standards and cleansing mechanisms for use with the EDR in INH Release 2		

## BI-WEEKLY ISD PROJECT REPORT

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	
<p><b>Solution Architecture</b></p> <ul style="list-style-type: none"> <li>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: <ul style="list-style-type: none"> <li>Deploy Pilot Services to Production</li> <li>Implement the INH foundation components</li> <li>Implement the INH that supports the integration of the SC-CMS COTS and local systems in the future</li> </ul> </li> </ul>	Medium	<ul style="list-style-type: none"> <li>Architecture design will follow new Enterprise Architecture approval processes</li> <li>Use the experience and knowledge gathered from the technical validation and from SC DX project to build the first two Pilot services</li> <li>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</li> <li>EA will assign an Information Solutions Architect with experience with implementing data exchanges and message orchestration</li> <li>Hire an external Data Exchange Technical Consultant with real world experience to validate and lead the development and implementation of a production ready INH</li> <li>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</li> </ul>	

## BI-WEEKLY ISD PROJECT REPORT

<b>Scope</b> <ul style="list-style-type: none"> <li>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.</li> </ul>	High	<ul style="list-style-type: none"> <li>Conduct Pilot Implementation and focus on efforts required to support SC-CMS</li> <li>Conduct phased implementation and improvement of service development</li> <li>Continue to provide visibility on the complexity of this technical effort to AOC Leadership</li> <li>Continue to escalate critical technical and project issues and decisions to AOC Leadership in a timely fashion for resolution</li> <li>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</li> </ul>
<b>Budget</b> <ul style="list-style-type: none"> <li>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.</li> </ul>	Medium	<ul style="list-style-type: none"> <li>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.</li> <li>Continue to refine the high level budget estimates as information becomes available to support requests for supplemental legislative funding needed</li> </ul>
<b>Resource Allocation</b> <ul style="list-style-type: none"> <li>Resources required to complete INH work efforts are assigned to multiple projects with competing priorities resulting in resource availability conflicts and delays</li> </ul>	High	<ul style="list-style-type: none"> <li>Continue to work with the Leadership Team clarify the prioritization of projects and to appropriately assign a priority to INH</li> <li>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</li> </ul>
<b>SC – CMS and COTS Prep Coordination</b> <ul style="list-style-type: none"> <li>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</li> </ul>	High	<ul style="list-style-type: none"> <li>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</li> <li>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</li> </ul>
<b>Additional Comments</b>		

## BI-WEEKLY ISD PROJECT REPORT

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

*JIS Operational Plan: Initiation*

Reporting Period 5/29/2012 - 6/12/2012

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

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

**Business Area Manager:**  
William Cogswell (Acting)

**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> (place x in 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 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>	<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>	<b>Schedule</b>	<b>Budget</b>
	●	●	●

<b>Progress :</b> (bar is table cells, red is border to update)	June 2012 – 30%
	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</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>	

## BI-WEEKLY ISD PROJECT REPORT

Activities Completed		Impact/Value	
✓	Completed modifications to tables to support report 3 and 4 .	✓	Provide data for requested reports
✓	Released report 3, "Detail of A/R type codes entered, paid, outstanding" April 17.	✓	New functionality for reporting
✓	Completed and approval of report 4,"Summary of A/R type codes entered, paid, outstanding"	✓	Obtain complete user requirements
✓	Complete design of tables for reports 5 based on additional business requirements	✓	Provide data for requested reports
✓	Completed modifications to obligation history and obligation summary tables to support report 3 and 4 .	✓	Provide data for requested reports
✓	Began design of new tables to support reports 6, "Remittance Summary by BARS codes"	✓	Provide data for requested reports
✓	Began first review if report 6, "Remittance Summary by BARS codes"	✓	Initial customer review
✓	Began design of new tables to support reports 7, "Cases with A/Rs Paid-in-Full – INCLUDING TRUST".	✓	Provide data for requested reports
✓	Began first review if report 7, "Cases with A/Rs Paid-in-Full – INCLUDING TRUST".	✓	Initial customer review
✓	Complete design of interest, trust, and revenue table and obtain design committee approval; begin loading data to development environment. Need for report 5 and 6	✓	Provide data for requested reports
Activities Planned		Impact/Value	
✓	Completed and approval of report 5,"Monthly interest accruals associated with A/R type codes". Scheduled for release June 19	✓	Complete user requirements and approval
✓	Customer review report 7, "Cases with A/Rs Paid-in-Full – INCLUDING TRUST".	✓	Obtain user approval
✓	Begin analysis for report 8, "A/R balance by type, A/R and payment aging" and reports 9-10, collection reporting	✓	Complete user requirements and approval
✓	Customer review report 6, "Remittance Summary by BARS codes"	✓	Obtain user approval
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>

## BI-WEEKLY ISD PROJECT REPORT

### Additional Comments

Approved report priority list

Group A	1. Cases with A/Rs Paid-in-Full – EXCLUDING TRUST	Released to production 12/20/2011
	2. Cases with finding date and A/Rs in "potential" status	Released to production 2/21/2012
	3. Detail of A/R type codes entered, paid, outstanding	Released to production 4/17/2012
	4. Summary of A/R type codes entered, paid, outstanding	Scheduled for release 6/17/2012
	5. Monthly interest accruals associated with A/R type codes	2 <sup>nd</sup> review scheduled 6/17/2012
Group B	6. Remittance Summary by BARS codes	1 <sup>st</sup> review scheduled 6/17/2012
	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	



## Bi-WEEKLY ISD PROJECT REPORT

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

**Reporting Period:** 05/25/12 – 06/08/12

**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:** Bill Cogswell

**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

**Business Drivers**  
(please X 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**



Status Notes: SCDX Production Increment 1 is 8 weeks behind schedule. Development, testing and AOC validation took longer than planned.

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

**SCDX Increment 1 - April - 95%**



**Phase (what phase) is project currently in**

☐ Initiate

☐ Planning

☒ Execute

☐ Close

**Schedule SCDX**

**Original Start Date:** 1/2/2011

**Original Completion Date:** 7/1/2012

**Planned Start Date:** 1/2/2011

**Planned Completion Date:** 12/31/2012

**Actual Start Date:** 1/2/2011

**Actual Completion Date:**

**Schedule Increment 1**

**Original Start Date:** 8/29/2011

**Original Completion Date:** 1/31/2012

**Planned Start Date:** 8/29/2011

**Planned Completion Date:** 5/11/2012

**Actual Start Date:** 8/29/2011

**Actual Completion Date:**



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<b>Schedule Increment 2</b>	<b>Original Start Date:</b> 1/2/2012	<b>Original Completion Date:</b> 3/30/2012
	<b>Planned Start Date:</b> 2/1/2012	<b>Planned Completion Date:</b> 6/20/2012
	<b>Actual Start Date:</b> 2/1/2012	<b>Actual Completion Date:</b>
Activities Completed		Impact/Value
<ul style="list-style-type: none"> <li>✓ The AOC has completed the review of the SCDX BizTalk Technical Design Document. A meeting has been scheduled with Sierra Systems to review the changes that are required for the AOC to accept this document.</li> </ul>		These documents define the detailed web service design and need to be approved by the AOC.
<ul style="list-style-type: none"> <li>✓ The AOC QA Test team is continuing to test SCDX Increment 1. This testing is taking significantly longer than expected. AOC Leadership has agreed to hire a contractor to augment the AOC QA Team.</li> </ul>		QA testing will confirm whether this software has any defects.
<ul style="list-style-type: none"> <li>✓ Sierra Systems is in the final stages of completing verification testing of SCDX Increment 2. Testing is expected to be completed by June 11.</li> </ul>		Sierra Systems verification testing are intended to identify any software defects so that the software can be corrected prior to delivery to the AOC.
<ul style="list-style-type: none"> <li>✓ The AOC completed the review of the model/process to onboard a Court to begin using the SCDX. This onboarding process includes the following components: <ul style="list-style-type: none"> <li>- A web portal containing documentation and standards required by a remote Court to interface to the SCDX.</li> <li>- SCDX Interface implementation template/steps required for interfacing to the SCDX.</li> <li>- An estimate of the AOC time required to support a remote court in their development of an interface to the SCDX.</li> <li>- AOC Service Level Agreement that defines the AOC level of production support for the SCDX</li> </ul> This documentation is being developed similar to the documentation developed for the Vehicle Related Violation (VRV) project and will be used to assist Pierce County in their SCDX Interface development effort. </li> </ul>		Having a well defined SCDX Court onboarding process will provide remote Courts with the necessary information for planning and implementing their SCDX Interface development effort and give the AOC a resource estimate of the support required from the AOC to support this effort.
<ul style="list-style-type: none"> <li>✓ Sierra Systems has started developing the SCDX Increment 3 Technical Design Documents.</li> </ul>		These documents are required by the AOC developers to maintain SCDX Increment 3 web services post project.
Activities Planned		Impact/Value
<ul style="list-style-type: none"> <li>◦ The AOC QA team will continue testing of SCDX Increment 1 web services.</li> </ul>		These are formal tests by the AOC to confirm that SCDX Increment 1 meets the AOC documented requirements.
<ul style="list-style-type: none"> <li>◦ Conduct SCDX Increment 4 planning and identify which web services will be developed by the AOC and which web services will be developed by Sierra Systems. Following this planning, a decision package will be submitted to the JISC in June for funding allocation for SCDX Increment 4 development.</li> </ul>		Planning is required to determine the scope of AOC and Sierra Systems development and to identify Sierra Systems price for Increment 4 development.

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- Re-run the SCDX performance tests in the AOC QA environment.

Provide an estimate of the SCDX performance that can be expected in production.

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Milestones Planned and Accomplished			
Milestone	Original Date	Revised Date	Actual Date
SCDX Development Complete – Prod Increment 1	11/16/2011	12/16/2011	1/27/2012
SCDX Verification & Validation Complete – Prod Increment 1	12/15/2011	1/31/2012	1/27/2012
Start SCDX Increment 2 Development	2/1/2012	2/1/2012	2/1/2012
Start SCDX QA Testing	12/15/2011	3/23/2012	3/28/2012
SCDX Production Increment 1 Complete	1/31/2012	6/29/2012	
Complete SCDX Increment 2 Development	5/1/2012	6/11/2012	
Complete SCDX Increment 2	6/20/2012	8/30/2012	
Risks Management			
Risk Events	High/ Medium/ Low	Risk Mitigation	
Insufficient AOC QA team test resources are impact the delivery of SCDX Increment 1. The project deployed SCDX Increment 1 to the QA environment March 28 but in the (4) weeks following this deployment, the QA team completed less than 20% of the tests. This is impacting the AOC payment to Sierra Systems for this delivery.	High	<p>The AOC is working to fill a vacant QA team test position and is balancing QA team resource allocations between the Superior Court Data Exchange (SCDX), Natural to Cobol (N2C) &amp; Adult Risk Assessment (ARA) projects.</p> <p><b>May 29</b> – AOC Leadership authorized hiring a contractor to augment the AOC QA Team. This risk will stay high until a contractor is onboard assisting with SCDX testing.</p>	
There is a potential scope increase for SCDX Increment 2 due to (3) Judgment web services that are part of the family of web services scheduled for Increment 2.	Medium	<p>Sierra Systems is evaluating the degree of commonality between the current Increment 2 web services and these (3) Judgment web services to determine whether there is a cost or schedule impact.</p> <p><b>May 29</b> – a Change Request has been submitted authorizing this scope change. This issue is closed.</p>	
The SCDX web services design may have been missed some functionality or data required to eliminate dual data entry between a remote Case Management System and SCOMIS.	Medium	<p>While the SCDX web services design was developed jointly with the Pierce County LINX team, some functionality or data may have been missed during the design phase. Any design issues will be identified when the LINX team attempts to begin using these web services. If any requirement gaps are identified, the SCDX project team will assess resolving these gaps.</p>	

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There are a number of non-critical Increment 1 punchlist items that are scheduled to be completed during Increment 2 implementation. There is a potential risk that there might be a schedule impact to Increment 2.	Low	<p>The current list of punchlist items are not expected to impact Increment 2 schedule. Sierra Systems will implement these punchlist items concurrently with Increment 2, so that Increment 2 testing can be used to validate both Increment 2 and Increment 1 punchlist items.</p> <p><b>March 30</b> – no development schedule issues have been identified concerning the SCDX Increment 1 Punchlist; this risk is <b>Closed</b>.</p> <p><b>April 27</b> – Sierra Systems is making progress in resolving the SCDX Increment 1 punchlist items as part of Increment 2 development.</p>
<b>Additional Comments</b>		

## WEEKLY ISD PROJECT REPORT

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

**Reporting Period:** 05/26/12 – 6/8/2012

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

**IT Project Manager:** Michael Walsh  
Michael.walsh@courts.wa.gov 360-705-5245

**Business Area Manager:**  
Jennifer Creighton

**Consultant/Contracting Firm:**  
NA

**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> (please X box)	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"/>

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

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

DES is now engaged in the planning process for the Tier 2 courts (Lynnwood, Fife, and Tacoma) release group. We should be start meeting to discuss on board planning the week of June 18<sup>th</sup>.

Continue to transition the VRV on boarding process to Operations is in progress. The Transition planned is in review by operations and customer support.

<b>Progress :</b> (bar is table cells, red is border to update)	<b>June - 80%</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
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<b>Schedule</b>	<b>Planned Start Date:</b> 3/22/2010	<b>Planned Completion Date:</b> August 2012
	<b>Actual Start Date:</b> 3/24/2010	<b>Actual Completion Date:</b>

Activities Completed	Impact/Value
✓ VRV Maintenance Transition Plan	Finalize the operational sustainability of VRV to the Operations.

## WEEKLY ISD PROJECT REPORT

Activities Planned		Impact/Value	
<ul style="list-style-type: none"> <li>◦ JINDEX on boarding kick off for Tier 2</li> </ul>	Start the schedule and establish project milestones for the JINDEX on boarding process.		
<b>Milestones Planned and Accomplished</b>			
Milestone	Original Date	Revised Date	Actual Date
On-board Tier 2 (Tacoma, Lynnwood, and Fife)	5/01/2011	<del>June 2012</del> August 2012	
Complete VRV Maintenance Transition	6/1/2011	July 2012	
<b>Risks Management</b>			
Risk Events	High/ Medium/ Low	Risk Mitigation	
<b>Additional Comments</b>			