

WEEKLY ISD PROJECT REPORT

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

JIS Operational Plan: Initiation

Reporting Period Sept 19th – October 1, 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:

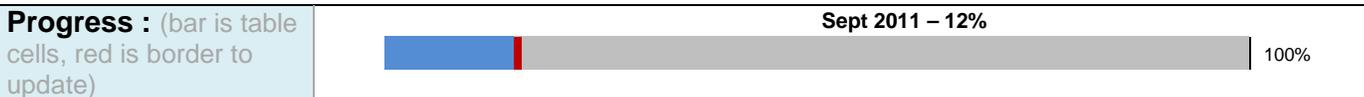
These reports will give the courts better tracking of accounting information, better budget and revenue forecasting, new or improved audit and operational reports, and the ability to answer accounting inquiries from other agencies.

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

Business Drivers <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"/>

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

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



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

Activities Completed	Impact/Value
✓ Obtained Charter Signature	✓ Obtain Signatures
✓ Accounting project team completed two days of end user accounting training	✓ Gain more knowledge about the accounting systems
✓ Completed first draft of report design specification (RDS) for first report and submitted to work group for comments	✓ Obtain complete user requirements

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✓ Completed design and obtained approval for first four source tables (journal voucher, bond, ARs, adjustments)	✓ First step in moving the data to the accounting data mart	
✓ Completed first draft design of accounting universe (user view)	✓ First step in creating user interface for reports	
Activities Planned	Impact/Value	
✓ Begin loading JVO, BND, AR, ADJ tables in with production data	✓ Second step in moving the data to the accounting data mart	
✓ Begin design for next set of required source tables	✓ Prepare for design approval	
✓ Finalize RDS for report 1	✓ Obtain complete user requirements	
Risks Management		
Risk Events	High/ Medium/ Low	Risk Mitigation
<ul style="list-style-type: none"> The Project Manager Wendy Loewen resigned effective 9/28/11. 	<ul style="list-style-type: none"> High 	<ul style="list-style-type: none"> Hire a new project manager. Business Area Manager will provide project management leadership until another PM is assigned.
<ul style="list-style-type: none"> Space requirements for report development on production server is insufficient 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Infrastructure needs to increase disk partitioning and add additional space
Additional Comments		
Charter Updates need to be incorporated for final charter reviews.		

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Project: Vehicle Related Violations (VRDX) Operational Readiness

Reporting Period: 9/1911 – 9/30/11

Executive Sponsor(s) Data Management Steering Committee <i>Rich Johnson, Chair of Committee</i>	IT Project Manager: Michael Walsh Michael.walsh@courts.wa.gov 360-705-5245
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Business Area Manager: Jennifer Creighton	Consultant/Contracting Firm: 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 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.

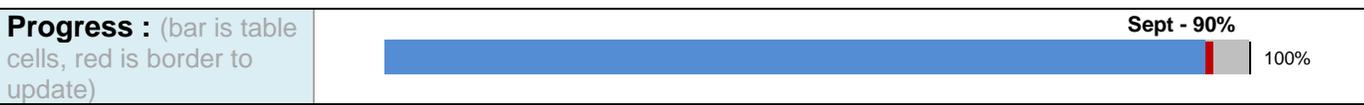
Business Drivers <small>(please X box)</small>	Improve Decision Making <input type="checkbox"/>	Improve Information Access <input checked="" type="checkbox"/>	Improve Service or efficiency <input checked="" type="checkbox"/>	Manage Risks <input type="checkbox"/>
	Maintain the business <input type="checkbox"/>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

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

Current Status <small>(green=on schedule, yellow=potential or current risks, red=significant risk to cost, schedule, deliverables.)</small>	Scope ●	Schedule ●	Budget ●
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Status Notes: The three tier 1 courts (Lakewood, Kirkland, and Issaquah) are now fully engaged in DIS JINDEX on-board activities for an implementation target date of 11/4/2011.

DIS has created a schedule for the their first three JINDEX releases. VRV Tier 1 is part of JINDEX Release group 1. VRV Tier 2 courts (Tacoma, Fife, and Lynnwood) is part of JINDEX release group 3 and is tentatively schedule for January 16, 2012 through March 16, 2012.



Phase (what phase is project currently in)	<input type="checkbox"/> Initiate	<input type="checkbox"/> Planning	<input checked="" type="checkbox"/> Execute	<input type="checkbox"/> Close
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Schedule	Planned Start Date: 3/22/10	Planned Completion Date: 10/31/11
	Actual Start Date: 3/24/10	Actual Completion Date:

Activities Completed	Impact/Value
✓ Assessment Cycle	Tier 1 VRV Courts, Lakewood, Issaquah, and Kirkland, are working directly and are part of the JINDEX Release Group 1.
Activities Planned	Impact/Value
◦ JINDEX Phase 3 Connectivity	Exchange URL and security certificates in order to test the web

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	services connection points.
◦ JINDEX Phase 4 Pre-Implementation.	Document and approved the end to end business rules, along with test cases, needed to complete the web service message routing testing.
◦ JINDEX Phase 5 User Acceptance Testing	Test the end to end message routing capabilities between the VRV ticket message sending services and the DIS JINDEX message routing service.

Milestones Planned and Accomplished

Milestone	Original Date	Revised Date	Actual Date
On-board Tier 1 (Kirkland, Issaquah, Lakewood)	4/1/11	8/31/11 11/4/2011	
On-board Tier 2 (Tacoma, Lynnwood, and Fife)	5/1/11	10/31/11 3/16/2012	

Risks Management

Risk Events	High/ Medium/ Low	Risk Mitigation

Additional Comments

DIS has released a tentative release schedule for adding new entities to JINDEX. VRV Tier 1 courts, Lakewood, Issaquah, and Kirkland are part of Release group 1 and activities needed to deploy. Release 1 is underway with a implementation target date of 11/4/2011.

VRV Tier 2 courts, Tacoma, Fife, and Lynnwood, are tentatively scheduled for JINDEX Release Group 3 and is expected to start on 1/16/2012 with a 3/16/2012 implementation target date.

Bi-WEEKLY ISD PROJECT REPORT

Initiative: Superior Court Data Exchange (SCOMIS DX)

Reporting Period: 9/19/11 – 9/30/11

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 information 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 (58) Docketing services and (2) misc services that will be available to all local court information 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 <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"/>

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

Progress : (bar is table cells, red is border to update)		100%
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Phase (what phase is project currently in)	<input type="checkbox"/> Initiate	<input type="checkbox"/> Planning	<input checked="" type="checkbox"/> Execute	<input type="checkbox"/> Close
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Schedule SCDX	Original Start Date: 1/2/2011	Original Completion Date: 7/1/2012
	Planned Start Date: 1/2/2011	Planned Completion Date: 7/1/2012
	Actual Start Date: 1/2/2011	Actual Completion Date:

Schedule Increment 1	Original Start Date: 8/29/2011	Original Completion Date: 12/31/2011
	Planned Start Date: 8/29/2011	Planned Completion Date: 12/31/2011
	Actual Start Date: 8/29/2011	Actual Completion Date:

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Activities Completed	Impact/Value		
<ul style="list-style-type: none"> ✓ Sierra Systems delivered the final draft SCDX implementation schedule. This schedule indicates that Sierra Systems expects to complete SCDX Production Increment 1 by the end of 2011. 	Identifies Sierra System's overall plan for implementing SCDX Production Increment 1.		
<ul style="list-style-type: none"> ✓ Sierra Systems has released the SCDX Application Design document for AOC review. This document defines the mid-level define for the data exchange. The proposed design still has several gaps that will need to be resolved in the next few weeks associated with Websphere MQ, Security and Logging. A formal review meeting is scheduled for October 4. 	Defines the mid-level design for the SCDX.		
<ul style="list-style-type: none"> ✓ The AOC completed the specifications for the Civil Filing and Civil File Update web service. This completes the specifications for all the SCDX Production Increment 1 web services. 	Required to ensure any case management record updates initiated by the LINX system is applied to the correct corresponding case management record in SCOMIS/JIS.		
<ul style="list-style-type: none"> ✓ The AOC SCDX project team met with the Pierce County LINX team to discuss the following: ✓ A) Case record synchronization between SCOMIS and LINX. The approach will define how case records entered prior to the SCDX will be updated once the SCDX is in Production. This issue case will take several more meetings to reach a solution. B) How will Juvenile participants be synchronized between these two systems. The LINX system will need to begin using the JIS IN# for juvenile case participants. 	These meetings are to discuss the implementation of the SCDX web services with the Pierce County LINX team.		
Activities Planned	Impact/Value		
<ul style="list-style-type: none"> ◦ Begin using the Sierra Systems schedule to track progress toward completing SCDX Production Increment 1. 			
<ul style="list-style-type: none"> ◦ Complete the AOC review of the SCDX Application Design document, based upon the SCDX design presented. Work with Sierra Systems toward resolving the gaps currently in this document. 			
<ul style="list-style-type: none"> ◦ Continue working on SCDX web service specifications for remaining web services to be delivered in SCDX Production Increments 2, 3 & 4. 			
Milestones Planned and Accomplished			
Milestone	Original Date	Revised Date	Actual Date
Sign contract with SCDX Development Contractor	8/1/2011	8/29/2011	8/29/2011

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Milestones Planned and Accomplished			
Milestone	Original Date	Revised Date	Actual Date
SCDX Kick-Off Meeting for Sierra Systems team	8/29/2011	8/29/2011	8/29/2011
LINX – SCDX Coordination Meeting	8/14/2011	8/16/2011	8/16/2011
Final Sierra Systems Project Plan for Production Inc 1	9/30/2011	9/30/2011	9/30/2011
Final Sierra Systems Application Design Documents for Production Increment 1	10/7/2011	10/30/2011	
Risks Management			
Risk Events	High/ Medium/ Low	Risk Mitigation	
Case Docket & Case Participant synchronization is required so that SCDX web services that record updates that are initiated in the LINX system, the corresponding record in SCOMIS is also updated. This issue is specific to existing case records that were entered into these systems prior to SCDX production go/Live.	Medium	<p>The team has identified a number of potential solutions that will be discussed with the Pierce County LINX team.</p> <p>September 6 – Risk downgraded to a Medium risk due to the identification of several viable options.</p>	
The Sierra Systems team does not have a Websphere MQ resource to engage on the project. The original resource identified during the proposal phase is not available. Sierra Systems is working to resolve this resource issue during the next couple of weeks. This will impact the project schedule if Sierra Systems is unable to assign a qualified resource within the next 3 weeks.	Medium	Risk mitigation strategy not yet defined.	
Additional Comments			