BI-WEEKLY ISD PROJECT REPORT

Initiative: Implement Information Networking Hub and Services (INH)

Foundation and Pilot Services Implementation

Reporting Period January 7 – January 20, 2012

Executive Sponsor(s):	**IT Project Manager:**
Vonnie Diseth (CIO) Jeff Hall (CEO)	Dan Belles
Business Area Manager: Jennifer Creighton	**Consultant/Contracting Firm:** TBD

Description: The Information Networking Hub (INH) has been initiated as one of three separate Project/Program tracks. 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 exchange with other COTS packages.

The INH is a required architecture to support information interchange between the disparate JIS central (new and existing) and local systems. This Project will involve a core team of resources with the experience and knowledge of AOC systems, "as is" and the "to be" future state to support the building a robust enterprise architecture capable of exchanging messages from disparate systems with one common messaging standard.

The INH project will begin with 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 requirements but will continue to build on meeting the needs for AOC and COTS packages of the future.

Business Benefits:

- Seamless integration of current and future as well as centralized and local applications that provides better customer experience and information
- Near real-time information networking through "publish-subscribe" mechanisms that facilitates the sharing of data and dramatically reduces duplicate data entry
- Modern architecture that aligns with latest technology trends 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)

January 2012 – 15%

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**
✓ Continued work on INH Project Charter – Foundation and Pilot	✓ Provides project authorization, scope statement, goals, assumptions, roles and responsibilities, budget and risks.
✓ Completed sub-project summary and team lead identification.	✓ Helps define timelines and work estimates
✓ Completed INH Technical Infrastructure validation report deliverable	✓ Provides documentation on the results of the proof of concept demonstrating that an INH data exchange can be developed and deployed successfully. The report also documents technology used, lessons learned and issues encountered in developing an INH data exchange
✓ Drafted high level project schedule	✓ Provides a framework to begin building baseline schedule and decomposing detailed tasks
✓ Completed INH presentation to King County IT staff	✓ Provides visibility to INH project and builds support from INH stakeholder community
✓ Conducted INH Technical lead meeting to clarify roles and expectations	✓ Initiates weekly INH core team meetings to discuss current issues, tasks, risks and schedule.
✓ Conducted requirements meeting with Business Analysts to begin capturing requirements around the Person Search and Person Maintenance services.	✓ Provides detailed business and technical requirements for building and designing the two Pilot services
✓	✓

Activities Planned	**Impact/Value**
✓ Complete charter based on approved INH strategy and roadmap	✓ 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.
✓ Evaluate vendor proposal to INH Data Exchange Technical Consultant RFQQ and schedule interviews	✓ Drives the technical solution with external experienced resources and appropriate skill set to develop Technical Lead plan
✓ Contact Benton/Franklin County Court IT staff to discuss participation as a Pilot site for INH	✓ Provides a viable Pilot site to implement the first two services in production by partnering with a court user

BI-WEEKLY ISD PROJECT REPORT

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

Risks Management		
Risk Events	High/ Medium/ Low	Risk Mitigation
Resources • The implementation of INH is a new and complex endeavor for the resources at AOC. The need to clearly define 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 required to support the Pilot Services and SC-CMS	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

BI-WEEKLY ISD PROJECT REPORT

Scope • Large – multi-year effort to implement INH. A rush to adequately 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 • Continue to bring visibility to the complexity of this technical effort and work with AOC Leadership to allow time to complete planning and deployment efforts. • Strategy and roadmap should be validated by outside Technical Consultant to clarify strategy 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 funding if needed
Resource Allocation • Resources required to complete INH work efforts are working on multiple projects with competing priorities resulting in 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 opportunities for efficiency among projects
SC – CMS Coordination • Detailed requirements from the selected SC-CMS COTS need to be communicated in order for the program to build the necessary adapters	Med	• Core team on INH should be communicated to regarding the content of the feasibility study to avoid misinterpretation or misunderstanding of the common technical goals for SC-CMS and will help define where requirements need to be provided from the SC-CMS solution package to INH technical team and where INH technical team needs to indicate standards Presentation of Feasibility study provided to INH team • Hold regularly scheduled meetings between INH technical team and the "to be" technical team for RFP selection to ensure project interdependencies are tracked
Additional Comments		