



Motorist Modernization

Motorist Modernization Advisory Board – Phase I Monthly Meeting January 8, 2019 Neil Kirkman Building, Conference Room B-202 2900 Apalachee Parkway, Tallahassee Florida 32399 1 to 2 p.m., EST

Invitees

Deb Roby
Ed Broyles
Pace Callaway
April Edwards
William Washington
Lisa Cullen

Representing

DHSMV
DHSMV
DHSMV
DHSMV
Florida Court Clerks & Comptrollers
Florida Tax Collectors

Agenda

- Roll Call
- Welcome
- Review and Approval of Last Meeting Minutes
- IV&V Update
- Stakeholder Outreach Update
- Policy and Decisions Review
- MM Phase I Program Update
 - o Financial Review
 - Project Updates
- Communications Update
- Q&A
- Adjourn



MOTORIST MODERNIZATION ADVISORY BOARD PHASE I

Monthly Meeting Minutes
Kirkman Building Conference Room B-202
December 11, 2018
1 to 2 p.m.

WELCOME AND INTRODUCTIONS

• The meeting was called to order at 1:00 p.m. Mr. Terrence Samuel began the meeting by welcoming the attendees and proceeded with the roll call of board members.

Advisory Board members present included:

- o Deb Roby
- Ed Broyles
- Pace Callaway
- April Edwards
- Lisa Cullen (via phone)
- o William Washington
- Additional DHSMV members present included Terrence Samuel, Kristin Green, Koral Griggs, Cathy Thomas, Jessica Espinoza, Scott Tomaszewski, Aundrea Andrades, Felecia Ford, Laura Freeman, Sonia Nelson, Judy Johnson, Chad Hutchinson and Craig Benner.
- Visitors included Alyene Calvo and Colin Stephens from Ernst & Young, and Joseph Weldon from Accenture.

REVIEW AND APPROVAL OF THE LAST MEETING MINUTES

Rachel Graham reviewed the meeting minutes from November 13, 2018. No corrections or comments
were identified. A motion to approve the minutes was accepted by the board members and the
November 13, 2018, meeting minutes were approved.

OCM UPDATE

Craig Benner discussed the launch of the Change Readiness Survey to internal DHSMV members. He
stated the survey is meant to gauge awareness and measure effectiveness of communication about the
Motorist Modernization program. The results will be assessed once the survey is complete. He stated a
sampling of the survey may be distributed to the tax collectors in the future.

IV&V UPDATE

• Ms. Alyene Calvo walked through the October 2018 report. The overall risk state was amber, and the schedule performance index was .951. 172 of 3,106 tasks were late. The program was within the established performance thresholds. Due to changes being made to the Phase I Program schedule, future milestones could not be accurately forecasted. There were currently no open deficiencies and the Schedule Quality Score was at 94.2.

STAKEHOLDER OUTREACH

 Terrence Samuel stated the team rescheduled the Phase I DL Issuance and MyDMV Portal Focus Group Meeting to January 8.



CHANGE REQUEST REVIEW

Kristin Green presented a high-level overview of the list of items previously dispositioned by the ESC.
She stated most of these items were bundled into 11 formal change requests and were reviewed by the
ESC last week. She stated several items were excluded from this report as the ESC determined not to
proceed with them at this time. There were a few items the teams were continuing to work on and had
not been discussed with the ESC, yet. She stated currently, development is slated to be completed in
March 2019.

POLICY AND DECISION REVIEW

- DL45 –Using Data in STAGE for External Testing Jessica Espinoza stated some concerns have been raised about using the data in STAGE for external testing. Currently, only the Social Security number is masked and the TDM team is working towards masking email address for the Sandbox environment.
 - Joe Weldon stated there have been discussions based on the current MOU with external testers and the department.
- DL46 AAMVA Checks Ms. Espinoza stated previously, the ESC reviewed and approved when each system would perform AAMVA checks for PDPS and CDLIS. The ESC requested stats on average down time and affected customers. Since January 2018, 6,516 correspondence codes for 129 Pending Out of State have been recorded. On average, 26 customers per day are affected. She stated there have been 13 notifications of PDPS interruptions in 2018. Ms. Espinoza asked for a recommendation from the Advisory Board on whether to allow for original and renewal Class E licenses to be issued when these systems are down.
 - Deb Roby and Lisa Cullen agreed to allow these types of issuances when the systems are down.
- DL47 Cashiering Ms. Espinoza stated the team previously missed requirements regarding how
 cashiering and printing would work to accommodate third party cashiering and requested functionality
 from visioning sessions. The team needed a decision on how and when we will allow printing to be
 completed to satisfy the business need and the requested functionality. The ESC recommended we
 allow autoprint of cards for third party cashiering in tax collector offices, but do not allow the transaction
 to be voided unless the card is marked for destruction, with the condition that we meet with Ed Broyles
 and confirm that he does not see a potential for fraud. She stated this item will be recommended for
 closure at the next ESC meeting.
- FR02 XML Structural Testing Update Cathy Thomas stated no insurance companies have completed structural testing, yet. One vendor, Verisk, and two insurance companies are almost finished with structural testing. She stated conference calls are now being held weekly. After discussing with the ESC, the deadline for the companies to complete structural testing has been extended to January 31.
- FR05 Insurance Company Code Ms. Thomas stated currently, we have a Phase I requirement to change the Insurance Company Code from numeric to alphanumeric. The team is requesting this be deferred to Phase II as it will impact 6-7 production systems when the change is made.

PROJECT UPDATES

- DL Issuance Joe Weldon discussed the various functional areas for the team and development hours remaining totaling 3,266 hours. He stated 1,401 of those hours involving Milestone J stories would be deferred from Phase I as they are not critical to go-live. The team's dependencies included requirement questions to be resolved, specification from Department of Justice regarding the Interpol Version 1.1 Service, the purge not being in scope for Phase I and UAT dependencies such as, migration of remaining applications, successful two-way sync and data seed issues to be resolved. He stated the team has been focused on working through requirements and change requests.
 - o Issues for the team included:
 - Risk 92 Requirement updates



- Risk 93 Sanction clearance rules
- Issue 39 Short two FTE developers
- Issue 59 Batch vendors
- Issue 95 Passport Service
- Issue 108 STAGE performance
- o Mr. Weldon stated the current forecast completion date, including December 5 approved change requests, is January 31, 2019 for development and February 28, 2019 for testing. The team was red for business actions, yellow for development and testing and green for technical debt on the Traffic Light Report. He stated these pending change requests have unknown estimated hours or are awaiting effort confirmation. These include: approved WARPs, global administrative changes, Interpol Service, sanction clearance, change to sanction list, letters, etc.
- Motorist Maintenance and Financial Responsibility Scott Tomaszewski stated 12 out of 30 UAT test scenarios have started with none completed, yet. There are 1,442 hours remaining in development and functional areas. The team has been working on letters and reports in Milestones I and J with about 240 remaining hours. The team currently has dependencies on the Enterprise core code stability, latest version of Planet Press deployed to resources to work on letters and Data Warehouse assistance on Financial Responsibility reports.
 - Issues for the team included:
 - Issue 13 Improving quality of requirements
 - Issue 15 Timely completion of structural testing
 - Loss of the team's SCRUM Master
 - Pending letter changes
 - o Mr. Tomaszewski stated the current forecast completion date, including December 5 approved change requests, is February 13, 2019 for development and March 1, 2019 for testing. The business actions were red, development, testing and technical debt were yellow on the Traffic Light Report. He stated there were pending change requests which have unknown estimated hours or are awaiting effort confirmation. These include: approved WRAPs, letter review changes, changes for confidential, enhancement on Renewal Express queue, Hit List modifications and User Interface and backend service change to FR3 Sanction Judgment.
- MyDMV Portal Aundrea Andrades stated the team is working on 729 user stories. 14 of 66 UAT test scenarios have started with 6 completed so far. 481 hours in functional areas and development are remaining. The team was working on BAR functionality, sanctions, insurance and non-ownership, transaction updates and the military. The team has pending change requests involving the military queue and SR21 validations within the insurance update process. The team had dependencies on FR/non-sanctions requirements to be finalized and ORION development assistance with the DL and Motorist Maintenance application.
 - Issues for the team included:
 - Issue 12 External Dependencies Sanctions
 - Issue 13 Reduction in Development Capacity
 - Issue 16 Developer's ORION Experience
 - Issue 17 BAR Development
 - The team's current forecast completion date, including December 5 approved change requests, is December 31, 2018 for both development and testing. She stated a new projection date will be provided as the team will not meet the December 31 deadline. She stated there were pending change requests which have unknown estimated hours or are awaiting effort confirmation. These include: sanction changes, changes from focus group review, zip +4 update (no address change), CDL medical indefinite, Hit List and approved WRAPs. The team was red for business actions, development and testing and green for technical debt on the Traffic Light Report.



- CDLIS/CP Sonia Nelson stated there are 43 hours remaining in development and functional areas.
 She stated the team has dependencies on CDLIS bugs, staff for processing AAMVA files, Novitex and Motorist Maintenance indirectly for verifications.
 - o The team's risks and issues included:
 - CDLIS Developer on extended leave
 - Structural Testing Revision to end date
 - The team's current forecast completion date, including December 5 approved change requests, is December 28, 2018 for development and January 18, 2018 for testing. The team was yellow for business actions and green for development, testing and technical debt on the Traffic Light Report. She stated there are pending change requests which have unknown estimated hours or are awaiting effort confirmation. These include: approved WRAPs, Citation Processing letter review changes, structural testing create new AKA table to store additional data, etc.
- Renewal Notification Ms. Nelson stated the team has 143 hours remaining in development and functional areas. She stated the team's biggest concern is transitioning the motor vehicle portion of renewals to the operations team. Risks and issues for the team included:
 - DL Renewal Notice Changes
 - FTE Developer on extended leave
 - The team's current forecast completion date, including December 5 approved change requests, is the end of December 2018 for development and February 12, 2019 for testing. She stated there were pending change requests which have unknown estimated hours or are awaiting effort confirmation. These include: approved WARPs, message for discontinued plates and DL Renewal Notice displaying FR-Deleted. The team was green in all areas on the Traffic Light Report.

FINANCIAL REVIEW

There was no financial review at the meeting.

COMMUNICATION UPDATE

There was no communications update at the meeting.

Q&A

There were no questions or concerns from members present.

ADJOURNMENT

- Mr. Samuel adjourned the meeting at approximately 1:41 p.m.
- The next Advisory Board Meeting for Phase I is scheduled for January 8, 2019.

Note: Handouts at this meeting included:

Consolidated in a meeting packet and emailed to members:

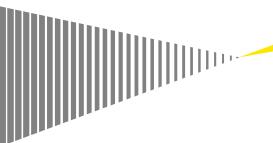
MM Advisory Board Monthly Meeting Minutes dated 11/13/18 3 Page	5
MM Phase I IV&V Status 32 Pag	es
MM Phase I Decision Document 2 Page	S
MM Phase I Financial Review 9 Page	S
MM Phase I State-of-the-State 11 Pag	es
Pending Change Request Inventory List 9 Page	S

Motorist Modernization Program (Phase I)

State of Florida Department of Highway Safety and Motor Vehicles (DHSMV)

Independent verification and validation (IV&V)
Monthly Assessment Report Summary
November 2018

14 December 2018





Topics for discussion

- General IV&V overview
- Overall risk state and trending
- IV&V ratings summary
- Key indicators
- Status of key deficiency recommendations
- Overall performance
- Project complete date slippage
- Forecast milestone completion
- Late tasks
- Project schedule quality
- Open deficiencies and actions
- Performance improvement recommendations

- Supporting information
 - Upcoming IV&V activities
 - Summary of changes
 - Open deficiencies
 - Project milestones
 - Project budget

Data contained in this MAR is as of 14 December 2018



General IV&V overview

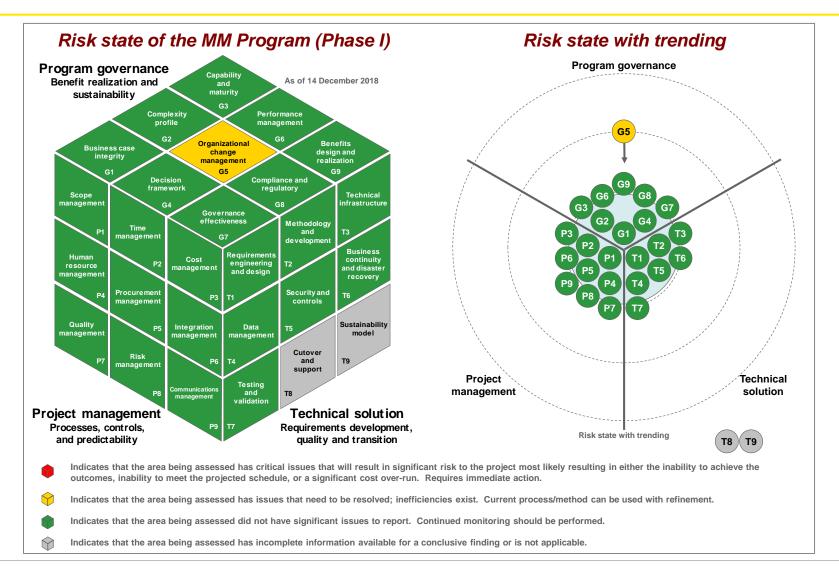
Overall IV&V risk state:

Amber

- There are no open IV&V deficiencies.
 - No additional facets evaluated
 - No new deficiencies identified since the last report
- ► The Program is within established schedule performance thresholds
 - The schedule performance index (SPI) is 0.971
 - ▶ 134 of 3,136 total tasks (4.27%) contained in the project schedule are late.
 - ▶ 134 of 3,011 total tasks (4.45%) for the current period are late
- ► The Program is within established cost performance thresholds
 - The cost performance index (CPI) is 1.000
 - The Program is currently on budget based on provided budget and spending information
- The Program is behind schedule
 - ► Schedule variance is currently (11,576.4).
 - The amount of time the project is behind schedule is increasing

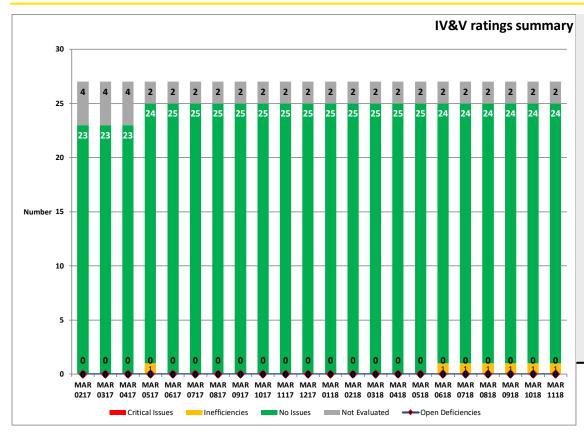


Overall risk state and trending





Overall IV&V ratings summary



- This chart shows a summary of the IV&V cube facet ratings (red, amber, green and gray), and open deficiencies.
- Facet risk rating totals are as follows:
 - Red (critical issues): 0
 - Amber (issues):
 - Green (no issues): 24
 - Gray (not evaluated): 2
- Open deficiencies: 0
- Conclusions:
 - The MM Program Team is currently working to resolve the inefficiencies identified by the IV&V Team.

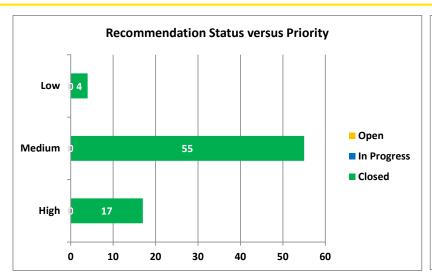


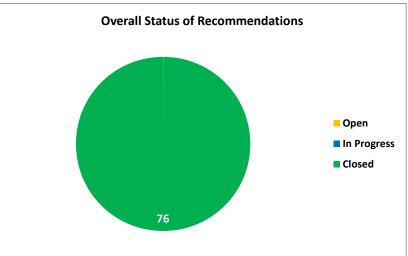
Key indicators

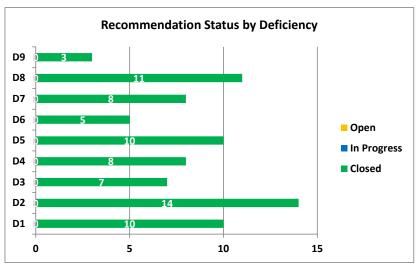
Indicator	Value	Comment
Is the project approach sound?	Yes	The overall project approach is based on industry leading practices, methodologies and tools that have been used for other DHSMV projects.
Is the project on time?	No	 The Program is within established schedule performance thresholds. The schedule performance index (SPI) is 0.971. 134 of 3,136 total tasks (4.27%) contained in the project schedule are late. 134 of 3,011 total tasks (4.45%) for the current period are late.
Is the project on budget?	Yes	 The Program is within established cost performance thresholds. The cost performance index (CPI) is 1.000. The Program is currently on budget based on provided budget and spending information.
Is scope being managed so there is no scope creep?	Yes	► The work being completed as part of the MM Program (Phase I) is within the scope of the project as defined in the Schedule IV-B Feasibility Study.
What are the project's future risks?	OCM	If the OCM plan is not fully developed, there is a risk of the user community not adopting and using the new system.
Are the project's risks increasing or decreasing?	Decreasing	Improvements have been made to the overall OCM plan based on recommendations. The OCM team continues to implement the recommendations and provide updates.
Are there new or emerging technological solutions that will affect the project's technology assumptions?	No	 New and emerging technologies were considered in the Feasibility Study. None have an adverse effect on the project's technological assumptions.

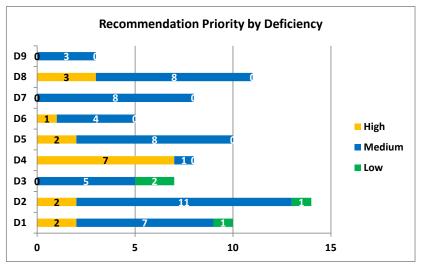
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Status of key deficiency recommendations



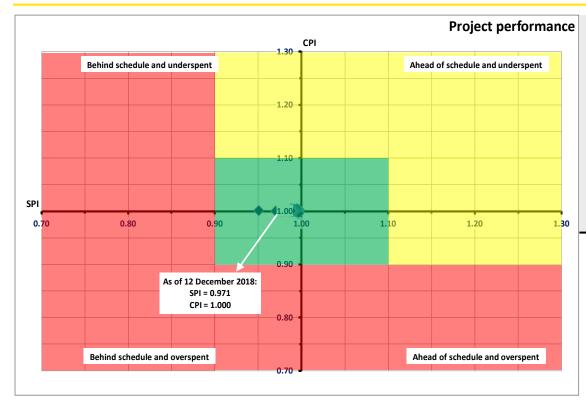








Overall performance

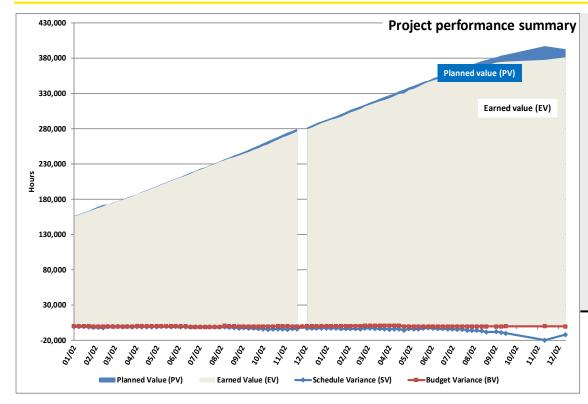


- This chart shows the SPI and CPI plotted as points against the tolerance ranges set up for the project.
- Summary:
 - Schedule and cost performance are within established thresholds.
- Conclusions:
 - The Program is currently trending behind schedule

- Green area indicates within tolerance of +/- 10% for both SPI and CPI.
- Amber area indicates review is required and corrective actions may be necessary.
- Red area indicates out-oftolerance and corrective actions are necessary.



Overall performance (continued)



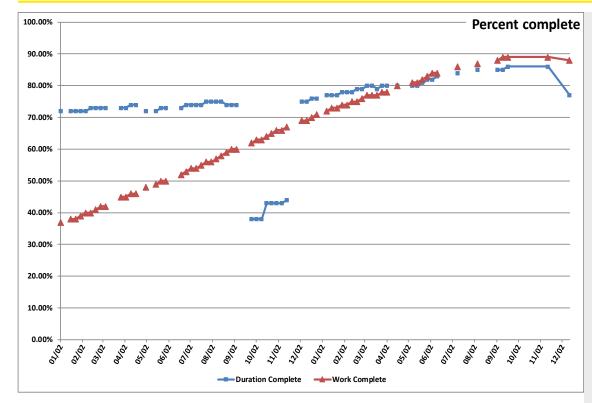
- This chart shows the cumulative planned value (PV) and earned value (EV) for the project.
- Summary:
 - Total EV is less than PV, indicating there is scheduled work that is not being completed as scheduled.
 - The total amount of work not completed as scheduled is 11,576.4 hours.
- Conclusions:
 - The Program is trending behind schedule.

- Blue area indicates the cumulative PV as of the current reporting period.
- Grey area indicates the cumulative EV as of the current reporting period.
- PV is the work scheduled to be accomplished.
- EV is the value of the work actually performed.



Overall performance

(continued)

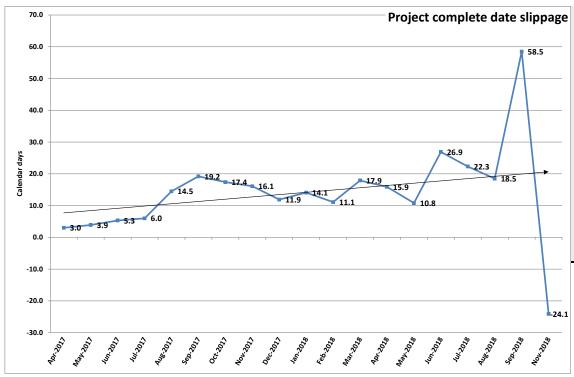


- Blue line is duration percent complete.
- Red line is work percent complete

- This chart shows the percent complete for duration and work for the project.
- Summary:
 - Duration and work complete has been consistent since the beginning of the project
 - The modification of the schedule due to CR 68 (Informatica) introduced a large number of long duration activities with little work, greatly impacting percent duration complete.
 - The modification of the schedule due to CR 79 (detailed Informatica tasks) reduced the number of long duration activities.
 - The modification of the schedule due to CR 154 (addition of change requests) increased the duration of the schedule.
- Conclusions:
 - None.



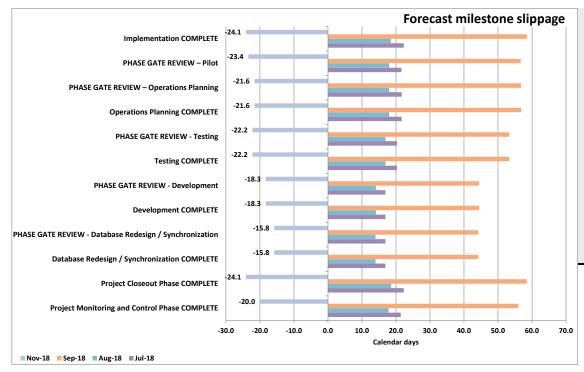
Project complete date slippage



- This chart shows the forecast slippage of the project complete milestone based on historical performance using the schedule performance index (SPI).
- Summary:
 - Due to changes being made to the MM Phase I Program Schedule, future milestones cannot be accurately forecasted.
- Conclusions:
 - None



Forecast milestone slippage

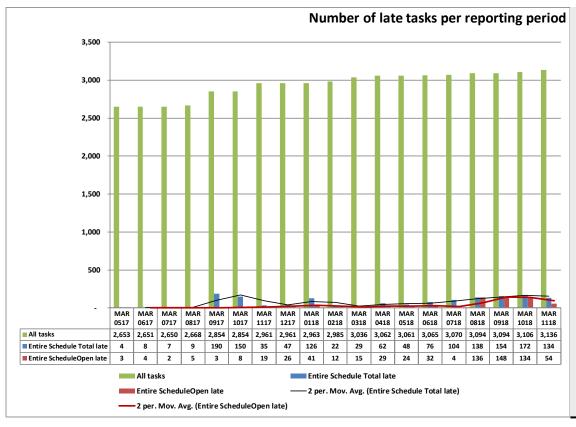


- This chart shows the projected completion dates for future milestones based on historical performance using the schedule performance index (SPI).
- Summary:
 - Due to changes currently being made to the MM Phase I Program Schedule, future milestones cannot be accurately forecasted.
- Conclusions:
 - None



Late tasks

Supporting information



- This chart shows the number of tasks that are late for each of the IV&V reports for the following:
 - Total tasks late.
 - Tasks that are open (task completion percentage is greater than 0% and less than 100%).
- A task is automatically designated as "late" if it is not complete and the project status date is later than the baseline finish date for the task.
- Summary:

■ Total normal tasks: 3,136

Total tasks late: 134

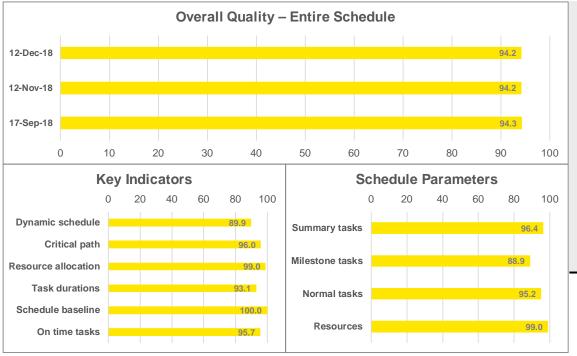
Total open tasks late: 54

- Conclusions:
 - The total number of tasks designated as late is 4.27% of the total number of tasks.



Project schedule quality Entire schedule: 11/01/2013 to 04/07/2020





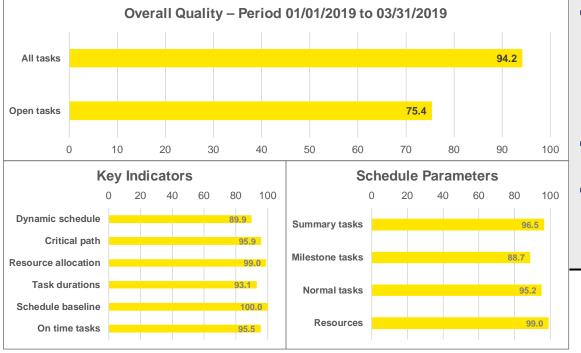
- This chart shows the quality of the project schedule within each of the following areas:
 - Overall quality with trending
 - Key indicators
 - Schedule parameters
- Summary:
 - Overall quality: 94.2
- Conclusions:
 - Overall schedule quality is consistent and excellent

- Dynamic schedule Task dependencies and constraints
- Critical path Task dependencies
- Resource allocation –Resource assignments

- Task durations Task durations other that 8 to 80 hours
- Baseline Full baseline defined for all tasks
- On time tasks Tasks that are not late



Project schedule quality Period: 01/01/2019 to 03/31/2019



- This chart shows the quality of the project schedule within each of the following areas:
 - Overall quality with trending
 - Key indicators
 - Schedule parameters
- Summary:
 - Overall quality: 94.2
- Conclusions:
 - Overall schedule quality is consistent and excellent

- Dynamic schedule Task dependencies and constraints
- Critical path Task dependencies
- Resource allocation –Resource assignments

- Task durations Task durations other that 8 to 80 hours
- Baseline Full baseline defined for all tasks
- On time tasks Tasks that are not late



Open deficiencies and actions

Deficiency	Actions taken

The DHSMV MM Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.



Performance improvement recommendations

Recommendation	Progress update / resolution	Status
Review the approved OCM approach and confirm staff roles and responsibilities.	The OCM Core Team has reviewed the approved OCM approach. The OCM Core Team is awaiting approval on the roles and responsibilities.	► Complete
 Develop the Consolidated Gap Analysis Summary, Implementation Readiness Checklists, and Executive Level Summaries as defined in Deliverable #21. 	 The OCM Team has reviewed the previously completed Consolidated Gap Analysis Summary and has started meeting with Product Owners to update the respective plans. The OCM Core Team is in the process of developing the Implementation Readiness Checklists. The OCM Core Team is reporting on the Executive Level Summaries and submitting reports on a weekly basis. 	► Complete
Resume periodic updates by the combined OCM Team to the Consolidated Gap Analysis Summary.	 Meetings are being held with OMM, Product Owners, and business areas to identify changes and make updates to the Consolidated Gap Analysis. Additionally, LDO is addressing issues relevant to training. Once complete, schedules for periodic reviews of the Consolidated Gap Analysis will be established. 	► In progress



Performance improvement recommendations

continued

Recommendation	Progress update / resolution	Status
Develop and periodically update the Implementation Readiness Checklists and Executive Level Summaries to support the OCM activities.	The OCM Core Team is developing Implementation Readiness Checklists. Once completed, periodic reviews will be established to support OCM activities.	► In progress
Develop and incorporate detailed and sequenced tasks with dependencies and resources in the MM Phase I Program Schedule for all OCM activities in accordance with approved methodology.	 The OCM Core Team developed the OCM Plan and associated milestones. The OCM Core Team submitted a chance request to incorporate milestones into the MM Phase I Program Schedule. 	► In progress



- Upcoming IV&V activities
- Summary of changes
- ▶ Open deficiencies
- Project milestones
- Project budget



Upcoming IV&V activities

- Participate in IV&V and Program meetings
- Review draft and final MM Program materials provided to the IV&V Team
- Conduct interviews as required
- Schedule of immediate IV&V deliverables is as follows:

Deliverable	Planned draft	Planned final	Actual final	Comment
MAR – Jul 2018 (IVV-302BP)	08/14/2018	08/29/2018	08/29/2018	► Complete
MAR – Aug 2018 (IVV-302BQ)	09/17/2018	10/02/2018	09/29/2018	► Complete
MAR - Sep 2018 (IVV-302BR)	10/18/2018	11/02/2018	10/30/2018	► Complete
MAR - Oct 2018 (IVV-302BS)	11/14/2018	11/30/2018	11/30/2018	► Complete
MAR – Nov 2018 (IVV-302BT)	12/14/2018	01/02/2019		► In progress
MAR – Dec 2018 (IVV-302BU)	01/15/2019	01/30/2019		► Future task
MAR – Jan 2019 (IVV-302BV)	02/14/2019	03/01/2019		► Future task
MAR – Feb 2018 (IVV-302BW)	03/14/2019	03/29/2019		► Future task
MAR – Mar 2018 (IVV-302BX)	04/12/2019	04/29/2019		► Future task
MAR – Apr 2018 (IVV-302BY)	05/14/2019	05/29/2019		► Future task
MAR – May 2018 (IVV-302BZ)	06/14/2019	07/01/2019		► Future task
MAR – Jun 2018 (IVV-303CA)	07/15/2019	07/30/2019		► Future task



Summary of changes

Item	Description
Deficiencies addressed	► There are no open IV&V deficiencies.
New process improvement	No new process improvements identified since the last report.
New deficiencies	No new deficiencies identified since the last report.
Risk ratings	➤ No risk rating changes since the last report.
Maturity ratings	No maturity rating changes since the last report.
Interviews conducted	Two interviews conducted since the last report
Artifacts received	Numerous artifacts received.



Open deficiencies

Supporting information

Areas and implications	Recommendations	Actions taken
None		

The DHSMV MM Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.



Project milestones

Supporting information

	Title	Completion date				
WBS		Original	Scheduled	Planned	Forecast	Actual
1.3.12	Project Monitoring and Control Phase COMPLETE	06/28/2019	06/28/2019	06/28/2019	06/07/2019	
1.4.8	Project Closeout Phase COMPLETE	06/28/2019	08/29/2019	04/07/2020	03/13/2020	
8.2	Database Redesign / Synchronization COMPLETE	05/01/2018	09/07/2018	09/07/2018	08/22/2018	
8.4	PHASE GATE REVIEW - Database Redesign / Synchronization	06/20/2018	09/07/2018	09/07/2018	08/22/2018	
8.5.10	Development COMPLETE	05/25/2018	09/13/2018	03/01/2019	02/10/2019	
8.6	PHASE GATE REVIEW – Development	07/27/2018	09/13/2018	03/01/2019	02/10/2019	
8.7.5	Testing COMPLETE	02/20/2019	04/22/2019	11/25/2019	11/02/2019	
8.7.7	PHASE GATE REVIEW – Testing	04/22/2019	04/22/2019	11/25/2019	11/02/2019	
8.8.4	Operations Planning COMPLETE	03/02/2018	12/28/2018	10/16/2019	09/24/2019	
8.8.5	PHASE GATE REVIEW – Operations Planning	07/20/2018	07/19/2019	10/16/2019	09/24/2019	
8.9.3.5	PHASE GATE REVIEW – Pilot	07/15/2018	07/15/2019	02/20/2020	01/27/2020	
8.9.5	Implementation COMPLETE	06/27/2019	08/28/2019	04/06/2020	03/12/2020	
8.10	Project COMPLETE	06/28/2019	08/29/2019	04/07/2020	03/13/2020	
► Additional milestones will be added as the project progresses						

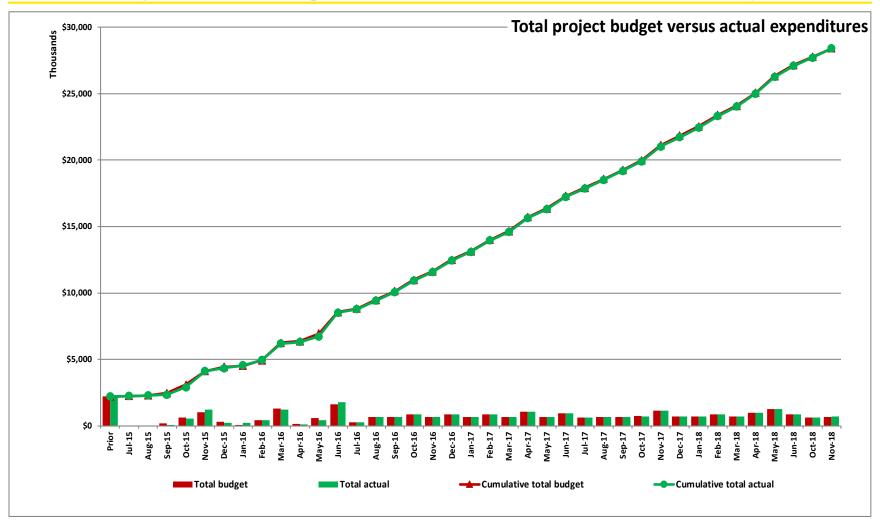
- 1. Items highlighted are either currently late or projected to be late.
- 2. Original Original contract completion date.
- Scheduled Scheduled completion date based on the latest schedule baseline.
- Planned Planned completion date (should be the same as scheduled).
- 5. Forecast Based on ES calculations and the current SPI.
- 6. Actual The actual completion date

Early

(24.1)

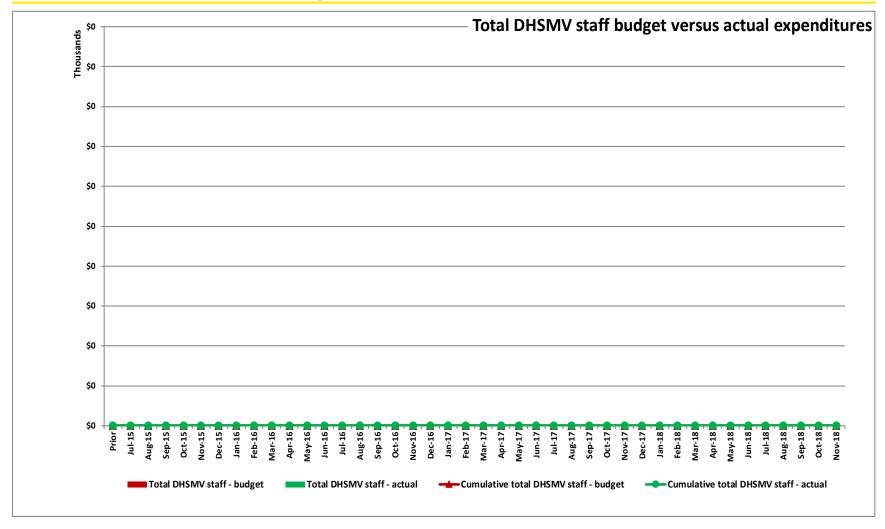


Project budget Total project funding





Project budget DHSMV staff funding

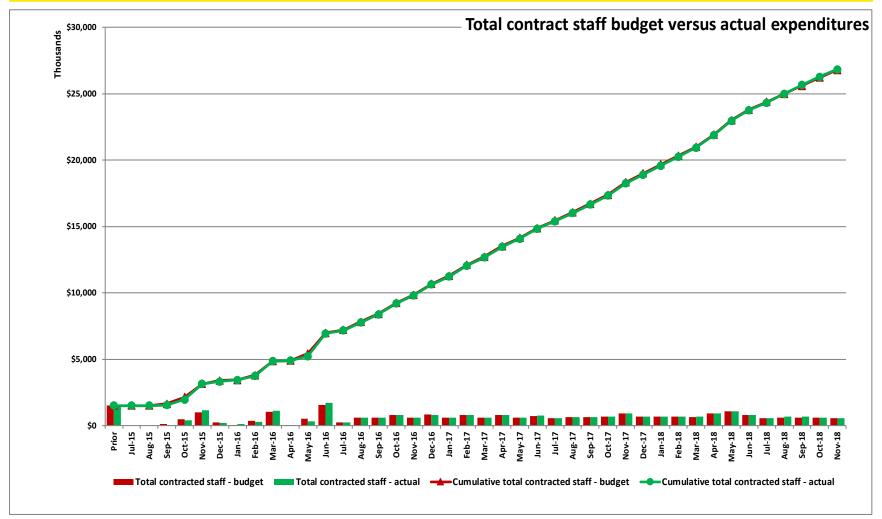




Project budget

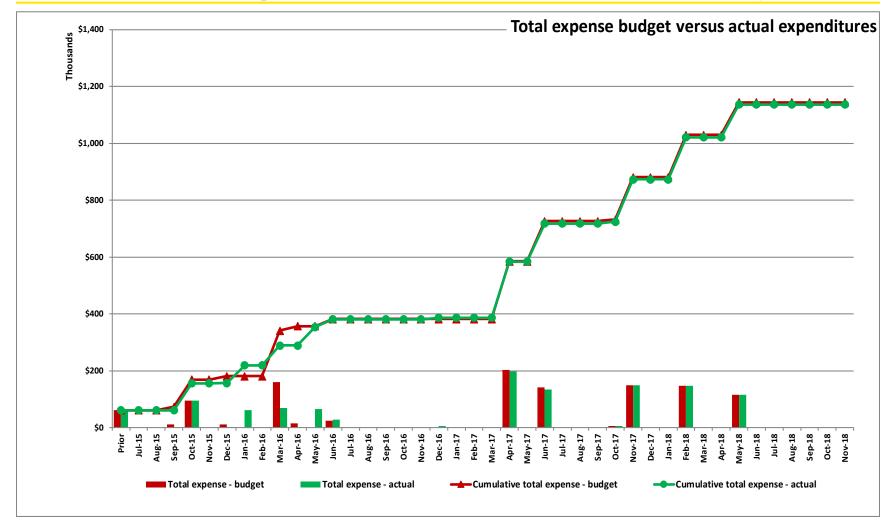
Supporting information

Contract staff funding



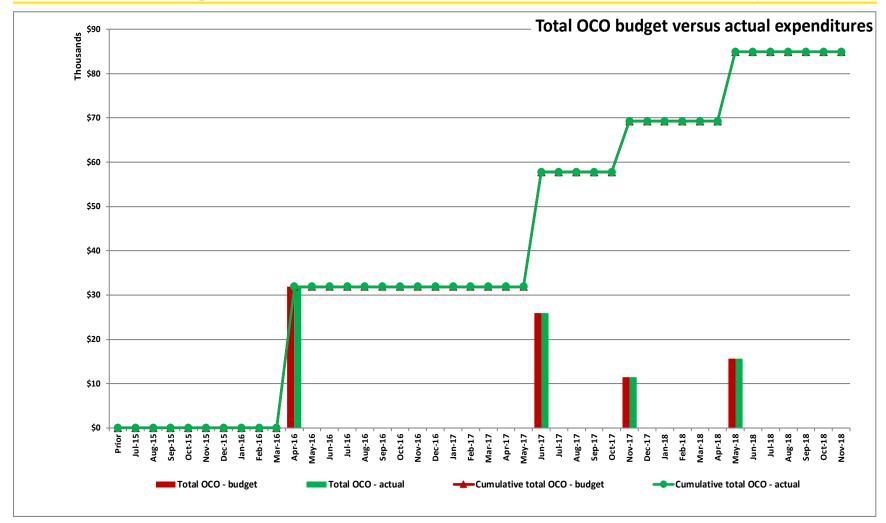


Project budget Expense funding



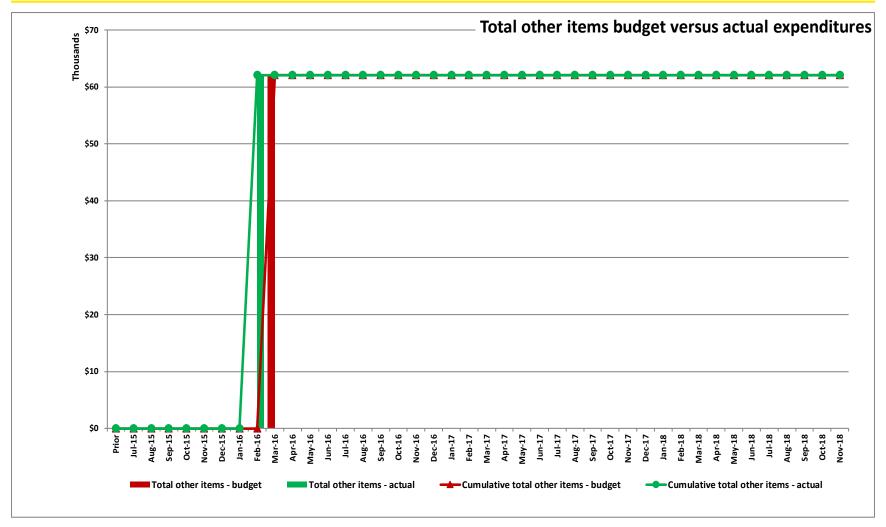


Project budget OCO funding



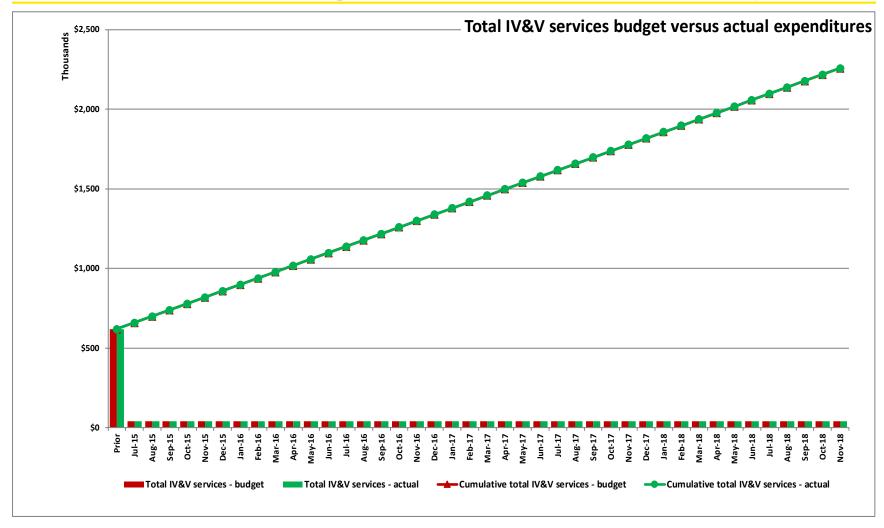


Project budget Other items funding





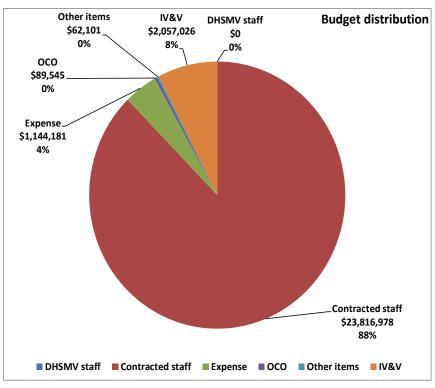
Project budget IV&V services funding

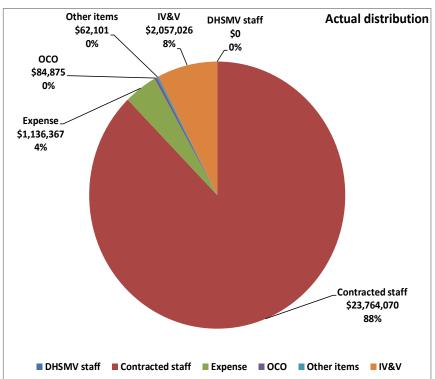




Project budget

Budget and actual distribution







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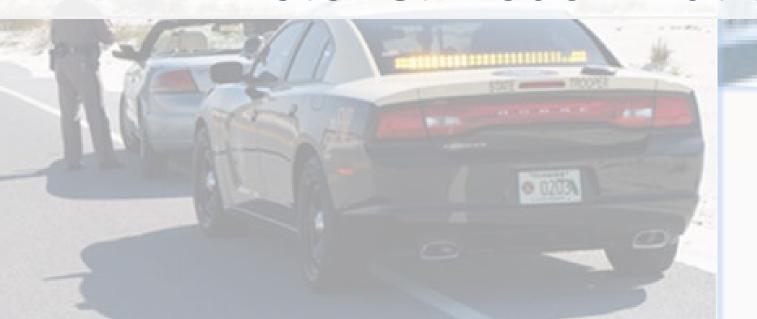
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Motorist Modernization Financials



January 8, 2019



Motorist Modernization Phase I Financial Review



Phase I LBR Requests - Total Project

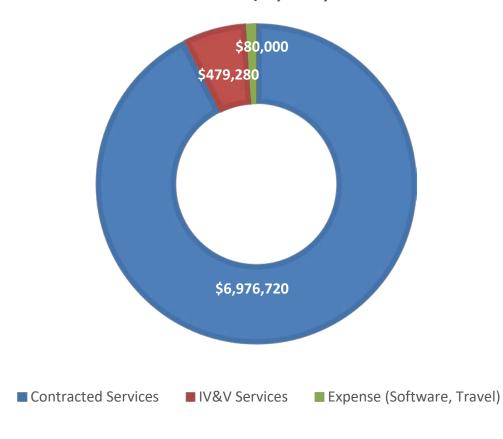
Fiscal Year	Total Request	Cor	ntracted Services		IV&V Services	Exp	oense (Software, Travel, etc.)	ОСО
2014-2015	\$ <mark>2,500,000 *</mark>	\$	1,514,762	\$	619,186	\$	61,478	\$ -
2015-2016	\$ 6,362,609	\$	5,468,933	\$	479,280	\$	382,501	\$ 31,895
2016-2017	\$ 8,749,351	\$	7,907,512	\$	479,280	\$	336,688	\$ 25,871
2017-2018	\$ 9,857,775	\$	8,506,720	\$	479,280	\$	865,000	\$ 6,775
2018-2019	\$ 7,536,000	\$	6,976,720	\$	479,280	\$	80,000	\$ _
2019-2020	\$ 1,823,620	\$	1,803,620	·	·	\$	20,000	\$ _
	,, -		, ,				-,	
Total	\$ 36,829,355	\$	32,178,267	\$	2,536,306	\$	1,745,667	\$ 64,541

Motorist Modernization Phase I Financial Review

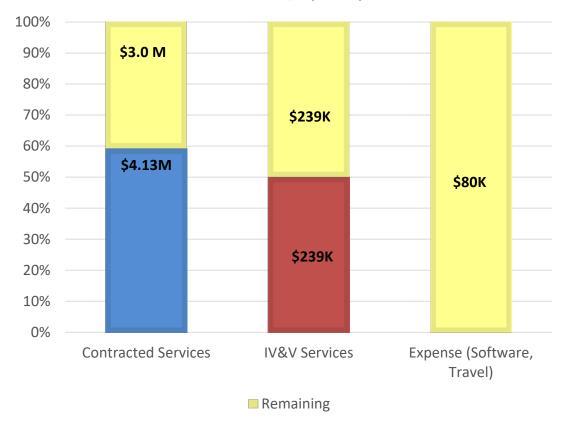


Budget and Actuals: Current Fiscal Year through December 31, 2018

BUDGET: \$7,536,000



ACTUALS: \$4,370,309



Motorist Modernization Phase I Financial Review



Budget and Actuals: Overview

Description	Budget Total	Actuals to Date	Variance (Budget to Actual)
Fiscal Year 2018-2019 Total Funding	\$7,536,000		
Fiscal Year to Date	\$4,370,309	\$4,370,309	0.00%
Month to Date (December 2018)	\$927,273	\$927,193	0.00%
Remaining Funds	\$3,215,692		

Motorist Modernization Phase II Financial Review



Phase II LBR Requests - Total Project

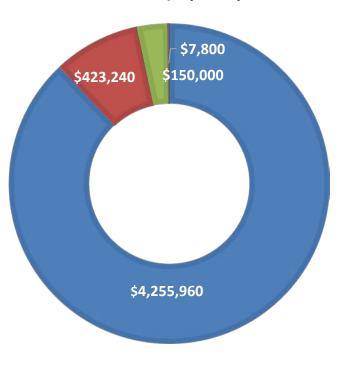
Fiscal Year	Total Request	Co	ontracted Services	IV&V Services	Ex	pense (Software, Travel, etc.)	осо
2017-2018	\$ 4,132,180	\$	3,575,240	\$ 357,190	\$	179,850	\$ 19,900
2018-2019	\$ 5,037,000	\$	4,379,200	\$ 500,000	\$	150,000	\$ 7,800
2019-2020	\$ 8,426,200	\$	7,239,200	\$ 500,000	\$	670,000	\$ 17,000
2020-2021	\$ 8,219,700	\$	7,239,200	\$ 500,000	\$	476,500	\$ 4,000
2021-2022	\$ 6,907,700	\$	5,939,200	\$ 500,000	\$	464,500	\$ 4,000
2022-2023	\$ 3,806,700	\$	2,871,200	\$ 500,000	\$	431,500	\$ 4,000
Total	\$ 36,529,480	\$	31,243,240	\$ 2,857,190	\$	2,372,350	\$ 56,700

Motorist Modernization Phase II Financial Review



Budget and Actuals: Current Fiscal Year through December 31, 2018

BUDGET: \$5,037,000

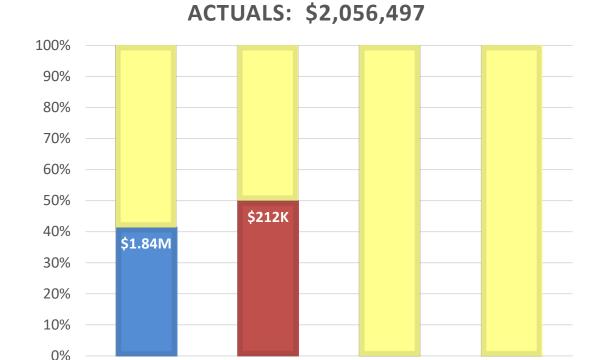


■ Expense (Software, Travel)

■ OCO

■ IV&V Services

■ Contracted Services



IV&V Services

Remaining

Expense

(Software, Travel)

OCO

Contracted

Services

Motorist Modernization Phase II Financial Review



Budget and Actuals: Overview

Description	Budget Total	Actuals to Date	Variance (Budget to Actual)
Fiscal Year 2018-2019 Total Funding	\$5,037,000		
Fiscal Year to Date	\$2,056,497	\$2,056,497	0.00%
Month to Date (December 2018)	\$142,850	\$142,850	0.00%
Remaining Funds	\$2,980,503		

Questions?











Item No.	Add Date	Function Area	Requested Functionality	Decision Needed By Date	Impact	Recommendation/ Advisory Board (AB) Comments	Bureau Chief Recommendation/ Approval by Name(s)	AB Status	AB Date	Executive Steering Committee (ESC) Comments	ESC Status	ESC Close Date
DL45	11/01/18	Driver License Issuance	Some concerns have been raised about using the data in stage for external testing. Currently, only the SSN is masked and the TDM team is working towards masking email address for the Sandbox environment. Is there concern about additional customer data? If so, what additional data should we mask? Note: All external testers currently have an MOU with the department.	1/1/2019	Delaying decision may impact schedule.		Annroval ov Namarel	Require additional information		11/09/2018 Update Robert Kynoch suggested a further discussion based on the current MOU with external testers and the department. 12/13/2018 Update Testing has started and vendors have been advised to treat data as production data. Close item.	Closed	12/13/2018
DL46	11/09/18	AAMVA Checks	Previously, the ESC reviewed and approved when each system would perform AAMVA checks for PDPS and CDLIS. During refinement, the PO requested that some of the checks be revised.	11/15/2018	Changes could impact checks performed on MyDMV Portal.	Lisa Cullen agrees with changes.		Require additional information		11/15/2018 Update The ESC requested stats for average down time and affected customers. 11/30/2018 Update Since January 2018 – 6,516 Correspondence Codes for:	Closed	12/13/2018
DL47	11/09/18	Cashiering	The team previously missed requirements regarding how cashiering and printing would work to accommodate third party cashiering and requested functionality from visioning sessions. To close the gap, the team needs a decision on how and when we will allow printing to be completed to satisfy the business need and the requested functionality. Which of the following options should the team proceed with: 1. Card printing will not be allowed until the batch is cashiered. 2. Allow autoprint of cards for 3rd party cashiering TC offices, but do not allow the transaction to be voided unless the card is marked for destruction (MFD).	11/15/2018	Delaying decision may impact schedule. Option selected will determine the effort and schedule impact.			Require additional information		11/15/2018 Update The ESC recommends that we move forward with Option 2, under the condition that we meet with Ed Broyles and confirm that he does not see a potential for Fraud. Close item after confirmation. 12/03/2018 Update Team met with Doane Rorh and Ed Broyles to discuss. Ed and Doane agreed with the approach with the condition that the IMS team monitors this closely. 12/12/2018 Update Deb Roby requested an additional meeting with Ed, Doane, Dana and Jeff to discuss alternatives. Attendees proposed not allowing auto-print for third party cashler users and implementing an IMS restriction for voiding credentials. 12/13/2018 Update The ESC agreed with the recommendation. Close item.	Closed	12/13/2018
DL48	12/13/18	DL/CP	FCCC has a legislative mandate to upgrade their existing process for DUI school certificates and record processing. Their new process must be in place by April 2019. FCCC would like to know if our new system will be ready in the same time frame.	12/13/2018				Require additional information		12/13/2018 Update ESC agrees. Close item.	Closed	12/13/2018

FRO2	08/14/17	FR	The FR team is looking for a decision as to whether we should roll out the insurance companies XML onboarding as a "Big Bang" approach or a "Staggered" approach. We have more than 500 insurance companies that need to be moved to the new system. They will have more than a year for structured testing and preparing for the conversion, as FR development is complete in January 2018. We groomed our requirements to go with the "Big Bang" approach.	6/30/2018	If the "Big Bang" solution the team developed requirements for does not happen, additional hours unaccounted for will need to be considered to keep the old and new systems running parallel before we go live.	After discussion with the team, we determined that there are 3 options available: Option 1: Big Bang Approach - This is the way the team groomed the requirements. Option 2: Phased roll-out - Old and new FR systems run concurrently (2 different letters and rules are sent to customers) - Vendors/companies roll out over X amount of time (Drop dead date TBD) - When all vendors/companies have rolled out, the old FR system is retired CR Required	Require additional nformation	O8/17/17 Update ESC would like to postpone making a decision until we can finish development of XML and get 4-6 companies structural testing and see how many issues they are having. Hopefully will have an answer by the next ESC meeting. O9/21/17 Update FR team still working on getting confirmations from insurance companies/vendors to start structural testing. State Farm Ins. has backed out. Farmers, Mercury, Versiand Lexis Nexis are still on board to be involved in the pilot. Diana suggested that we go ahead and start the structural testing with the ones that have confirmed within the next week. 10/24/17 Update The team spoke to Pat Porter and we have 5 confirmations from insurance companies/vendors to start structural testing.		
FR02 Cont	08/14/17	FR						07/09/18 Update Total Insurance Companies - 337 Signed Up Companies - 217 Not Signed Up Companies - 50 Companies that do not report to FL - 70 07/10/18 Update The follow-up structural testing conference call with the insurance companies is scheduled for July 31, 2018, from 1:30 - 3 p.m. The business is sending out another email communication this month to the insurance companies that have not responded since the first letter went out in January 2018. Total Insurance Companies - 337 Signed Up Companies - 227 Not Signed Up Companies - 31 Companies that do not report to FL - 79 07/19/2018 Update Scott Tomaszewski will present the XML update after today. We will leave this item open until various insurance companies complete structural testing per the ESC meetling on July 19. The "Big Bang" approach was agreed upon.		12/13/2018
FR02 Cont	08/15/17	FR	n	"	н н	H 1		12/13/2018 Update Close this item.	Closed	12/13/2018
FR05	11/30/18	FR	Currently, we have a Phase I requirement to change the Insurance Company Code from numeric to alphanumeric and the team is requesting it be deferred to Phase 2. The team requests that it is considered sometime later in the modernization project as this will impact 6-7 production systems when then change is made.	12/30/2018	This would require a WRAP for the production systems (FDLIS, FRVIS, FR, DL check (My DMV Portal), VO, David and IVR), and a CR for the FR team. The FR Team will continue to manually manipulate the code until there is a fix.	Advisory Board agrees with this request.	12/11/2018	12/13/2018 Update The ESC agrees with deferring to Phase 2, close item.	Closed	12/13/2018





Motorist Modernization – Phase I State of the State



January 8, 2019



DL Issuance Team Summary



<u>Team Profile</u>

User Stories: 925
Developers: 11 [3 FTEs; 8 Cont.]
Testers: 6 FTEs (3 on UAT)

Testing Summary

UAT Test Scenarios: 50 # Scenarios Started: 31 # Scenarios Pend Dev: 12 # Scenarios Completed: 0

Open Bugs by

Sprint Critical:

Sprint High.

Spriit riigii.	20
Sprint Medium:	24
UAT Critical:	5
UAT High:	14
UAT Medium:	16

Functional Areas and Effort Remaining

Area	Hours
MILESTONES J	1360 520 (in Dev)
TECHNICAL DEBT	178
CHANGE REQUESTS	
- Pending Refinement	118
- In Development	753
- In Testing	429
Total	2,839

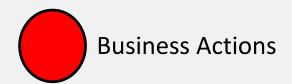
Key Dependencies / Assumptions

- Requirement questions resolved
- Purge NOT in scope for DL Issuance P1
- UAT Dependencies
 - Migrate remaining apps (issue open)
 - Successful 2-way sync
 - Data seed issues resolved

- Risk 92 Requirement Updates
- Issue 39 Short 2 FTE Developers
- Issue 59 Batch Vendors
- Issue 105 Batch Transcript
 Testing
- Issue 108 Stage Performance

DL Issuance Team Summary











Pending Change Request Areas of Investigation

Area	Hours
DL Miscellaneous Approved CRs	106
DL Policy Decision CRs	178
DL Sanction Clearance CRs	366
Total	650

These PENDING CHANGE
REQUEST have not been
accounted for in the
CURRENT FORECAST date

Current Forecast

(including CRs approved thru. 12/5):

Development – 1/31/2019 Test - 2/28/2019

MM/FR Teams Summary



Team Profile

User Stories: 611 # Developers: 8 [4 FTEs; 4 Cont.] # Testers: 4 FTEs

Testing Summary

UAT Test Scenarios: 30 # Scenarios Started: 12 # Scenarios Completed: 0 # Open Bugs by

Sprint High: 6
Sprint Medium: 33

UAT Critical: 0
UAT High: 4
UAT Medium: 24

Sprint Critical:

Functional Areas and Effort Remaining

Area	Hours
MILESTONES I & J (FR Letters / Reports, MM Letters dependent on CP, DL Renewal Queue)	110
TECHNICAL DEBT	42
CHANGE REQUESTS (Prior to 10/25)	
CR115 -Update UI for Field User Access	350
CR146- Update FR Sanction Creation (bug)	44
CR148 -Update UI for Field User Access	336
CR158 –AAMVA Offline Queue	120
CR159 -Additional violations for FR4 Non-DUI	56
Total	1058

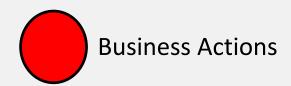
Key Dependencies / Assumptions

- Enterprise core code stability
- Continued Data Warehouse assistance on FR reports.

- Issue 13 Improving quality of Requirements
- Issue 15 Timely completion of structural testing
- Pending letter changes

MM/FR Team Summary











Pending Change Request Areas of Investigation

Area	Hours
MM/FR Processing Letter Review Changes	TBD
Changes for Confidential - end of March 2019 (Tech Debt)	TBD
Enhancement on on Renewal Express Renewal queue – If approved.	TBD
Hit List Modifications (Tech Debt)	TBD
UI and backend service change to FR3 Sanction Judgment to accommodate search by customer number for businesses	54

These PENDING CHANGE
REQUEST areas are
unknown efforts or are
awaiting effort confirmation.

As such, they have <u>not</u> been accounted for in the CURRENT FORECAST date

Current Forecast

(including CRs approved thru. 12/5):

Development – 2/13/2019 Test - 3/1/2019

MyDMV Portal Team Summary



Team Profile

User Stories: 729 # Developers: 2 [1 FTE; 1 Cont.] # Testers: 5.5 FTEs (2 on UAT)

Testing Summary

UAT Test Scenarios: 66 # Scenarios Started: 14 # Scenarios Completed: 6 # Open Bugs by

Sprint Critical: 0
Sprint High: 5
Sprint Medium: 10

UAT Critical: 3
UAT High: 0
UAT Medium: 8

<u>Functional Areas and Effort</u> <u>Remaining</u>

149
Testing
1
80
Pending
130
99
22
22
481

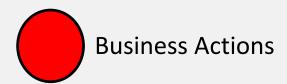
Key Dependencies & Assumptions

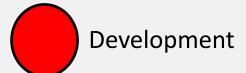
- FR/Non Sanctions Requirements
 Finalized
- ORION development assistance (DL and MM application)

- Issue 12 External Dependencies Sanctions
- Issue 13 Reduction in Development Capacity
- Issue 16 Developer's ORION Experience
- Issue 17 BAR Development

MyDMV Portal Team Summary











Pending Change Request Areas of Investigation

Area	Hours
Approved WRAPs (see list that is still in review)	TBD
Sanctions Changes	TBD
Changes from Focus Group review	TBD
Zip +4 Update No Address Change	TBD
CDL Medical Indefinite	21
Hitlist (Technical Debt)	TBD

These PENDING CHANGE
REQUEST areas are
unknown efforts or are
awaiting effort confirmation.

As such, they have <u>not</u> been accounted for in the CURRENT FORECAST date

Current Forecast

(including CRs approved thru. 12/5):

Development – 12/31/2018 Test - 12/31/2018

CDLIS/CP Team Summary



Team Profile

User Stories: 469 # Developers: 4 [3 FTEs; 1 Cont.] # Testers: 4 FTEs

Testing Summary

UAT Test Scenarios: 65 # Scenarios Started: 1 # Scenarios Completed: 0 # Open Bugs by

Sprint Critical: 0
Sprint High: 0
Sprint Medium: 0

UAT Critical: 3UAT High: 3UAT Medium: 0

<u>Functional Areas and Effort</u> <u>Remaining</u>

Hours
Complete
Complete
0
0
4 – Ready to Test
43 (hrs)
30 (hrs)
73

Key Dependencies & Assumptions

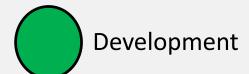
- CDLIS bugs (Developer on leave)
- Staff for processing AAMVA files
- Novitex (Letters)
- MM (indirectly for verifications)

- New Issue CDLIS Developer extended leave
- Structural Testing Revision End Date

CDLIS/CP Team Summary











Pending Change Request Areas of Investigation

Area	Hours
Approved WRAPs (see list that is still in review)	TBD
Citation Processing Letter Review Changes	TBD
Structural Testing	TBD
Create New AKA table to store additional data	60
Create New Fee Code for Child Support Suspension Fee	TBD
FR15116 - Violation of Restriction Sanction Process	TBD

These PENDING CHANGE
REQUEST areas are
unknown efforts or are
awaiting effort confirmation.

As such, they have <u>not</u> been accounted for in the CURRENT FORECAST date

Current Forecast

(including CRs approved thru. 12/5):

Development – 12/28/2018 Test - 1/18/2019

Renewal Notification Team Summary



Team Profile

User Stories: 344

Developers: 1 FTE

Testers: 3.5 FTEs

(1 on UAT)

Testing Summary

UAT Test Scenarios: 17 # Scenarios Started: 6 # Scenarios Completed: 10 # Open Bugs by

Sprint Critical: 0
Sprint High: 0
Sprint Medium: 7

UAT Critical: 1
UAT High: 0
UAT Medium: 4

<u>Functional Areas and Effort</u> <u>Remaining</u>

Hours
Complete
Complete
0
0
0
105 (hrs) 38 (hrs)

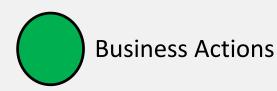
Key Dependencies & Assumptions

 Continued transition to Operations for MVRN support and WRAPS

- DL Renewal Notice Changes
- FTE Developer extended leave

Renewal Notification Team Summary











Pending Change Request Areas of Investigation

Area	Hours
Approved WRAPs (see list that is still in review)	TBD
Message for Discontinued Plates - Legislative Change	8
DL Renewal Notice Displaying FR-Deleted	6

These PENDING CHANGE
REQUEST areas are
unknown efforts or are
awaiting effort confirmation.

As such, they have <u>not</u> been accounted for in the CURRENT FORECAST date

Current Forecast

(including CRs approved thru. 12/5):

Development - /2018 Test - 2/12/2019