Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, February 13, 2024
2:30 to 4:00 PM
VIA: Microsoft Teams

Invitees	Representing
Stephen Boley	FLHSMV
Capt. Jason Britt	FLHSMV
Brett Saunders	FLHSMV
Dawn Gunter	FLHSMV
Mike Alexander	FLHSMV
Scott Lunsford	Florida Tax Collectors
Sherri Smith	Florida Tax Collectors
Sgt. Derek Joseph	Law Enforcement
TBD	Law Enforcement

Agenda

- Roll Call

- Welcome

- Review and Approval of Last Meeting Minutes

- IV&V Update

- MM Phase II Program Update

    o Financial Review

    o Phase II Pilot/Implementation Readiness

- Stakeholder Outreach Update

- Q&A

- Adjourn

Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, December 12, 2023
2:30 to 4:00 PM
VIA: Microsoft Teams

WELCOME AND INTRODUCTIONS

- The meeting was called to order at 2:30 p.m. Kristin Green began the meeting by welcoming members and visitors and proceeded with the roll call of board members.

  Advisory Board Phase II members included:

  - Capt. Jason Britt
  - Brett Saunders
  - Dawn Gunter
  - Scott Lunsford *(absent)*
  - Sherri Smith
  - Sgt. Derek Joseph
  - Mike Alexander *(absent)*
  - Stephen Boley

- Additional FLHSMV members included – Catherine Alvarez, Michael Anderson, Stacey Bayyari, Laura Freeman, Kristin Green, Judy Johnson, Patricia Joseph, Scott Lindsay, Pavel Machado, Wendy Mechlin, Ann Naiman, Kelsey Parten, Aundrea Powell, Rachel Ramos, Doane Rohr, Terrence Samuel, Corrine Taylor, Cathy Thomas, and Scott Tomaszewski.
- Visitors included – Joseph Weldon from Accenture, Alyene Calvo, Margie France and Wyatt Zalatoris with Ernst & Young, Maurice Bounds with Florida Digital Service, Carl Ford with J Ford Consulting, and Lisa Cullen with the Florida Tax Collectors also attended.

NEW ADVISORY BOARD MEMBER

- Kristin Green welcomed new member Dawn Gunter to the Phase II Advisory Board as a replacement for Jay Levenstein.

REVIEW OF MEETING MINUTES

- Rachel Ramos reviewed the meeting minutes from November 14, 2023. No corrections were identified. A motion to approve the minutes was accepted by the board members and the November 14, 2023, meeting minutes were approved.

PHASE II IV&V UPDATE

- Alyene Calvo presented an overview of the IV&V report for Phase II. The current risk state was green and there were no open deficiencies to report. The project is currently tracking approximately 10 days behind schedule. The project is tracking on budget. Change Requests continue to follow the established change management process. Project risks are holding steady. Mitigations such as scope deferral, addition of milestones to extend development time to address vacancies and re-allocating developers across teams to focus on priority development have been put in place.

PHASE II PROJECT UPDATE

- Joseph Weldon discussed Phase II issues impacting the program. These included:
  - Issue 15 – Developer Vacancies – The team has a total of four vacancies. A candidate has been selected for one of these positions and the reference check is in progress.
  - Issue 20 – Phase II Development and Testing Late – Team A (Title and Registration) is trending approximately two weeks behind, Team B (MV Globals) is approximately 11 weeks behind, and MyDMV Portal team is approximately 20 weeks behind schedule on development for Milestones P and Q.
  - SEU Vacancies – There are nine total vacancies. Currently, background checks are being completed for two potential candidates.
  - The team continued to work with Tax Collector offices for Manatee, Brevard, and Hillsborough Counties with testing in Stage. The training environment is also being setup across the program to deliver training by LDO as well as for use by the Tax Collectors.
  - The team continued to work on Release 2 (Pilot) slated for Spring 2024. A re-deployment for MV check is scheduled for tomorrow, December 13.
- Mr. Weldon stated Team A is currently working in Milestone P, Sprint 61. The team is focusing on development and testing of the title and registrations transactions that will be part of Release 2. These transactions include surrender, license plate, cancel registration, title transfers, and certificate of destruction. The team also continued to work on change requests and stories related to the NMVTIS webservice.
- Mr. Weldon stated Team B is also working in Milestone P, Sprint 61. They continued to focus on motor vehicle records requests, inventory, reports, and merge functionality that will also be part of Release 2.
- Scott Tomaszewski stated the IFTA/IRP team The team is working on getting third-party interfaces ready for production go-live and reported blocked bugs impacting the interface services supporting the vendor. The COTS configuration is delayed from completion by User Acceptance Testing (UAT) trending behind. The team increased the total number of test cases from 331 to 379 to account for bug fixes and refactor work completing the audit module. 93 out of the 379 stories remain to be completed. The team was targeting a completion date of December 14, 2023; however, with the increase in test cases, it will be delayed further into December. Data conversion is trending behind as much work has been placed on the business splitting between UAT and leading the data quality mitigation activities to clean up production data ahead of vendor data conversion activities. The team is scheduled for production go-live in June 2024.
  - Deliverables for the team included:
    - Deliverable 21 – UAT Completion – Report is late; however, the team is making progress in review cycle #2 closing on December 14, 2023.
    - Deliverable 22 – Training and Training Material – Due February 12, 2024
    - Deliverables 23 – Final System and User Documentation – Due February 23, 2024.
  - Key dependencies for the team included:
    - Stage data being current/correct to run end-to-end transactions.
    - Other Phase II applications making dependent changes prior to June 2024.
  - Key risks and issues for the team included:

- Risk 129 – After hours support for IFTA/IRP vendor was registered on March 2, 2023, and is being monitored.
  - o Important activities for the team included:
    - Complete UAT
    - Update third-party interfaces in preparation for production
    - Setup production servers
- Mr. Weldon stated the Florida Smart ID (FSID) team continued to monitor production and respond to production requests. They also continued to work with Thales on sharing the FSID certificate with Iowa. There were no risks or issues to report.
  - o Important activities for the team included:
    - Release updated iOS apps with remote enrollment updates – Accepted by Apple December 2, 2023
  - o Key dependencies for the team included:
    - Keep initial release meaningful but sized for "success" given short timeline.
    - Other vendors are dependent upon Thales Remote Enrollment updates.
- Michael Anderson stated scope and schedule were trending behind for the Enterprise Content Management (ECM) team due to resource constraints. The MVSCAN production conversion was previously completed.
  - o Important activities for the team included:
    - MVSCAN production conversion complete
      - Conversion of new documents will continue until Go-Live
    - Awaiting legacy application integration with the Content Service
    - Scanning unit vendor output file testing awaiting legacy application integration
    - NPS completed training environment set-up and handed off to department for application installation and setup
    - Preparing for software version upgrade
  - o Key dependencies for the team included:
    - HSMV scanning unit software requires update to output file format for OnBase ingestion prior to go-live.
    - Legacy application integration with the Content Service prior to go-live.
  - o Risks and issues for the team included:
    - Risk 101 – Delays in configuring new documents in OnBase could cause schedule delays.
- Aundrea Powell stated the MyDMV Portal/Fleet team is currently working in Milestone Q, Sprint 56. They are testing Spanish registrations, MV express, fleet management, the ORION Phase I and II implementation path for the customer's renewal county, as well as the change request for the initial registration fee. The developers are working on fleet management, batch process for fleet renewals, core impacted changes, and data support for the testers. The team continued to refine the motor vehicle records request with images, and they completed refinement of the NMVTIS check. For Milestone P, the team continued to refine the fleet management renewal process and prepare for the military queue.
  - o Important activities for the team included:
    - Continuing design for convenience issuances, inventory control, printing, and in-office pickup
    - MV Check to Production – December 13, 2023
  - o Key dependencies for the team included:

- - There are dependencies on the approval and prioritization of new features and any features that can be deployed earlier than the approved release schedule.
    - There are cross-team dependencies on readiness of the code from Teams A and B.
  - Risks and issues for the team included:
    - Issue 15 – Two developer vacancies currently open.
    - Risk 141 – Need to add FTE developer on the Portal/Fleet team to allow adequate time for knowledge transfer. Mitigation is to devise a knowledge transfer plan.
- Ann Naiman stated the Policies and Procedures (P&P) Manual and User Guides team has finalized the user guide for MV Inquiry (Release 1). Release 2 is currently in development and the team will begin development for Release 3 in 2024.
  - Key dates and activities included:
    - MV P&P, Titles & Registration, MV Globals (Release 1)
      - Draft due: July 25, 2023
      - Review completed: September 14, 2023
    - MV P&P, Titles & Registration, MV Globals (Release 2) – In development
      - Draft due: December 26, 2023
      - Review due: March 14, 2024
    - IFTA IRP (Release 3)
      - Draft due: April 23, 2024
      - Review due: May 21, 2024
    - MyDMV Portal (Release 5)
      - Draft due: November 8, 2024
      - Review due: March 21, 2024
    - MV P&P, Titles & Registration, MV Globals (Release 6)
      - Draft due: June 7, 2024
      - Review due: October 15, 2024
  - Key dependencies and assumptions:
    - IFTA/IRP User Guide is dependent on vendor's User Guide.
    - User guide development is dependent on ORION's timely development.

STAKEHOLDER OUTREACH
- Catherine Alvarez stated a meeting was held in Orlando, Florida with a small group of Tax Collectors on November 15 to discuss DL in-office pickup. This was followed by a meeting on November 16 with the Tax Collectors and their vendors to discuss kiosks, highspeed mail and online motor vehicle renewal interfaces.

ORGANIZATIONAL CHANGE MANAGEMENT UPDATE
- Ms. Ramos discussed the Change Champion Network Connect meeting held on December 5, 2023. This included updates on Pilot planning, upcoming training, and observations on Release 1. The team also continued with engagement meetings with the various Divisions/Bureaus.

Q&A
- There were no questions or concerns from members present.

ADJOURNMENT

- Ms. Green adjourned the meeting at approximately 2:50 p.m.
- The next Advisory Board Phase II Meeting is scheduled for February 13, 2024.

Note: The below handouts were consolidated in a meeting packet and emailed to members:

MM Advisory Board Phase II Agenda	1 Page
MM Advisory Board Phase II Meeting Minutes (11/14/23)	5 Pages
Phase II IV&V Update	5 Pages
Phase II Traffic Light Report	1 Pages
Phase II Project Updates – State of the State	6 Pages

Motorist Modernization Program Phase II (MMP2)

State of Florida Highway Safety and Motor Vehicles (FLHSMV)
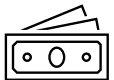
Independent Verification and Validation (IV&V)
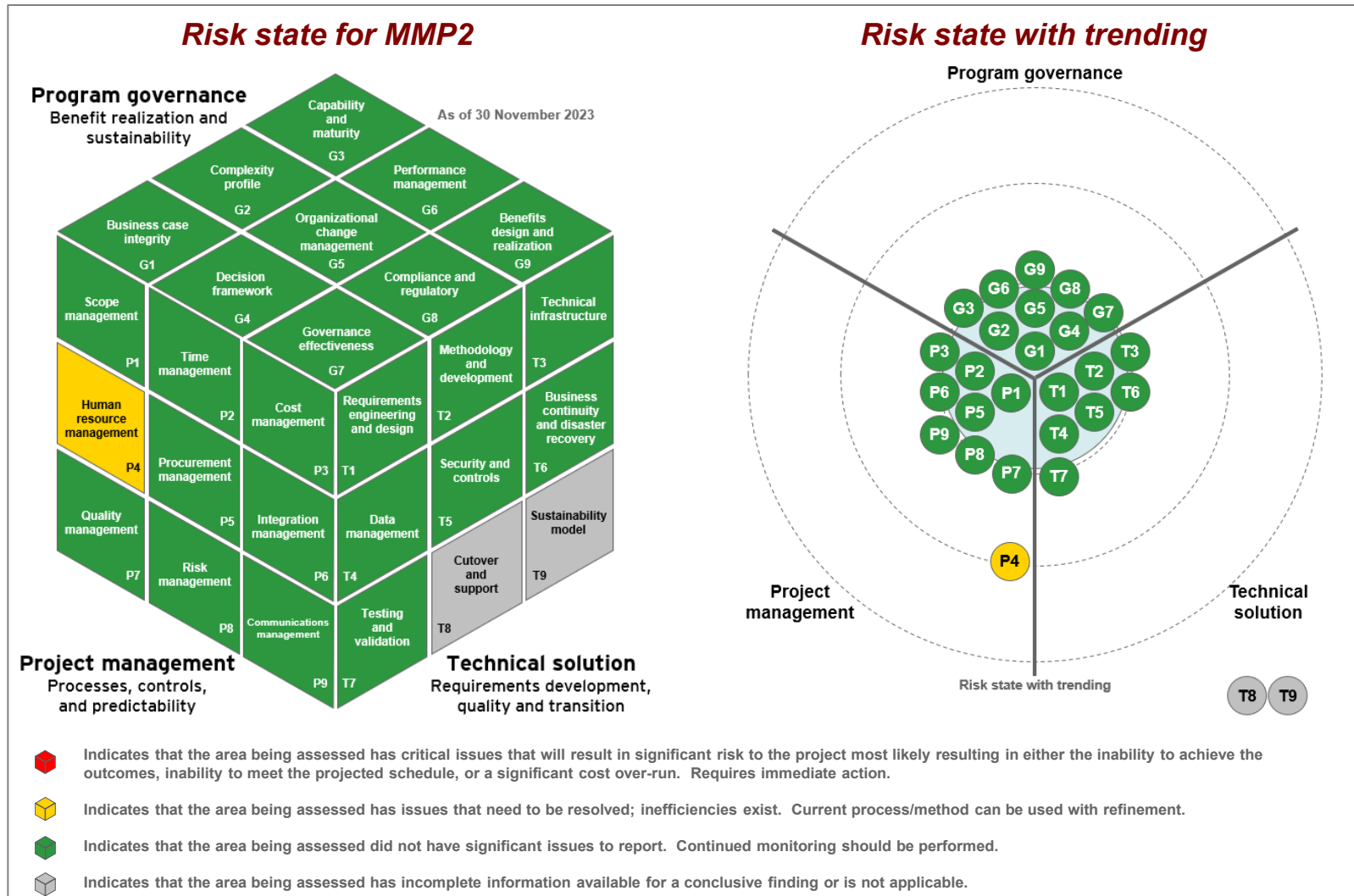
Advisory Board Presentation

13 February 2024

EY
Building a better
working world

Topics for discussion

► General IV&V overview
► Overall risk state and trending

EY

General IV&V overview

Key Indicator	IV&V Conclusion	Supporting Points
Is the project approach sound?	Yes →	• Overall project risk state is amber – issues and inefficiencies • IV&V has one open deficiency for the project
Is the project on time?	Trending late →	• Project is tracking ~14.1 days behind schedule • IV&V independently assessed the schedule using industry standard measures
Is the project on budget?	Yes →	• Project is tracking on budget • IV&V independently assessed budget based on budget and spend data provided
Is project scope being managed?	Yes →	• Project scope is managed; Change Requests follow the established change management process • IV&V reviews the change management process
Are risks being managed?	Yes →	• Project risks are increasing due to continued resource challenges with development and testing staff • Additional monitoring of staffing capacity put in place by FLHSMV; agency hiring freeze remains in effect

(IV&V overview is reflective as of the 30 January 2024 MAR)

MMP2-IVV-AB Slide Presentation - 20240213

EY

Overall risk state and trending

MMP2-IVV-AB Slide Presentation - 20240213

EY

Financial Update Motorist Modernization

Phase II LBR Requests

Fiscal Year	Total Request	Contractual Services	IV&V Services	Expenses	OCO
2017–2018	$4,132,180	$3,575,240	$357,190	$179,850	$19,900
2018–2019	$5,037,000	$4,455,960	$423,240	$150,000	$7,800
2019–2020	$13,742,200	$9,715,960	$423,240	$3,570,000	$33,000
2020–2021	$9,877,400	$7,615,960	$423,240	$1,814,200	$24,000
2021–2022	$10,496,280	$9,138,340	$423,240	$904,700	$30,000
2022-2023	$9,993,740	$8,488,800	$423,240	$1,081,700	$0
2023–2024	**$9,993,740**	**$8,883,765**	**$299,975**	**$810,000**	**$0**
*2024–2025	$13,199,608	$11,860,648	$299,975	$1,038,985	$0
**Phase II TOTAL	**$76,472,148**	**$63,734,673**	**$3,073,340**	**$9,549,435**	**$114,700**

*LBR submitted to the Governor's Office of Policy and Budget for approval
**Phase II Totals if FY 24/25 LBR approved

Phase II Fiscal Year 2023-2024 Spend Plan Summary

❖ **Contractual Services**
- Support Services (Accenture HSMV-0333-23) — $6,500,000
- IFTA/IRP/Audit (Celtic Cross Holdings – HSMV-0286-20) — $855,000
- Enterprise Content Management (Next Phase Solutions – HSMV-0293-20) — $500,043
- Credential Service Provider/Mobile Driver License (mDL) (Thales – HSMV-0315-20) — $400,000
- Staff Augmentation — $615,000
- Contractual Services - Other — $13,722

$8,883,765

❖ **Independent Verification & Validation Services** (Ernst & Young HSMV-0528-23) — **$299,975**

❖ **Expense** — **$810,000**

❖ **Total Budget** — **$9,993,740**

Phase II Fiscal Year 2023-2024 Budget vs Actual Spending

MONTHLY		BUDGET	ACTUAL SPEND	VARIANCE
January 2024 Expenditures		$578,931	$580,038	0%
FISCAL YEAR 2023/2024	**TOTAL BUDGET**	**BUDGET TO DATE**	**ACTUALS TO DATE**	**VARIANCE**
Fiscal Year to Date	$9,993,740	$5,528,195	$5,519,501	0%
Remaining Funds	$4,474,239			
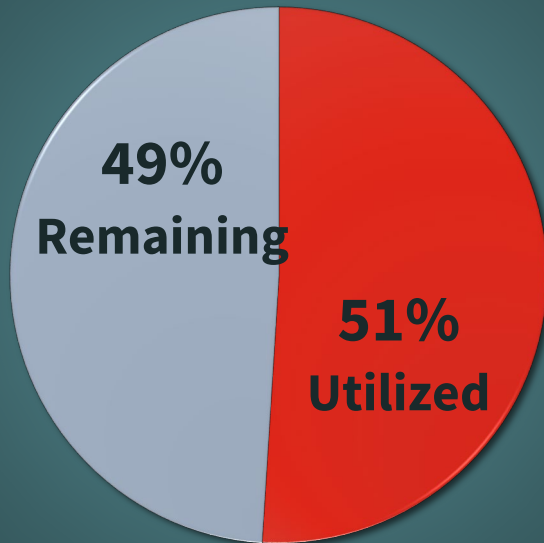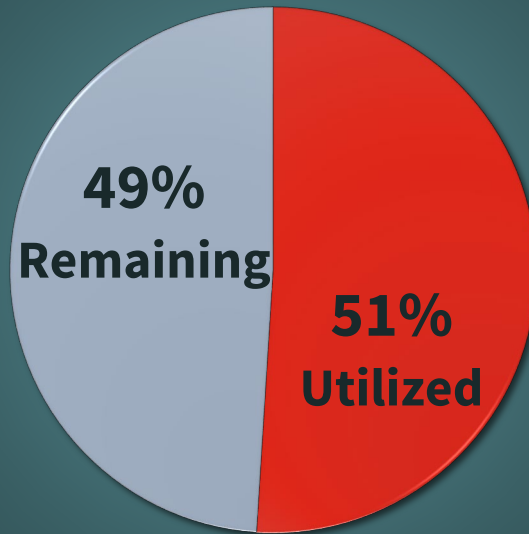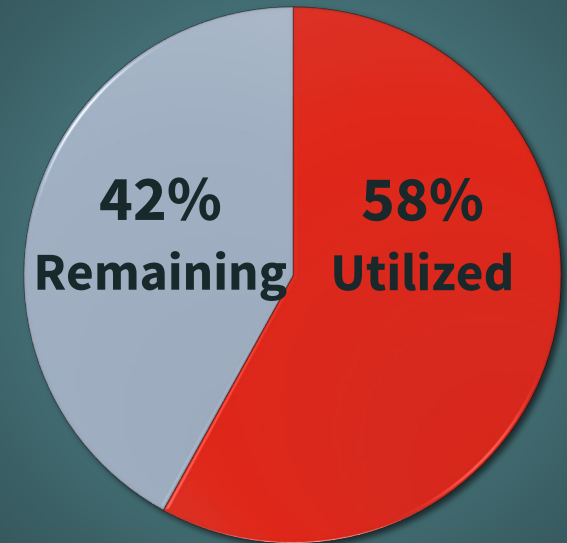
General Information	
Project Name	Motorist Modernization Phase II
Change Requested By	Joseph Weldon
Project Sponsor	Robert Kynoch
Date Requested	01/29/2024

Change Request #	44
Change Request Information (completed by the requestor)	

Description: The purpose of this request is to:

1. Decompose the Release 2 Motor Vehicle Issuance Pilot tasks within the Integrated Master Schedule (IMS) to display the planned incremental releases (2a, 2b, and 2c) within Release 2 – ORION Pilot; and
2. Document the approval of reduced scope from the initial incremental release (2a). Tax Collector pilot participants will not receive transactions that are dependent on the National Motor Vehicle Title Information System (NMVTIS) as a part of this release until NMVTIS testing is completed with the American Association of Motor Vehicle Administrators (AAMVA).

There are no overall scope or schedule changes for this CR, only changes to the timing of the availability of functionality to Tax Collector offices during the nine-month pilot period. The need for this change request to document the timing of feature availability within the incremental releases is based on new information received from the AAMVA regarding the NMVTIS structure testing process/timeline.

The embedded spreadsheet below outlines the planned scope for the multiple incremental releases (2a, 2b, and 2c) planned for Release 2 – ORION Pilot. Column E indicates transactions impacted by the revised approach and timeline for NMVTIS Structured Testing.

Menu Items by
Release.xlsx

Below is a high level timeline for Release 2 – ORION Pilot. This CR will adjust the IMS to reflect the key dates and milestones depicted below.

Phase II Implementation – Schedule and Approach – Release 2-3 (Option 1)
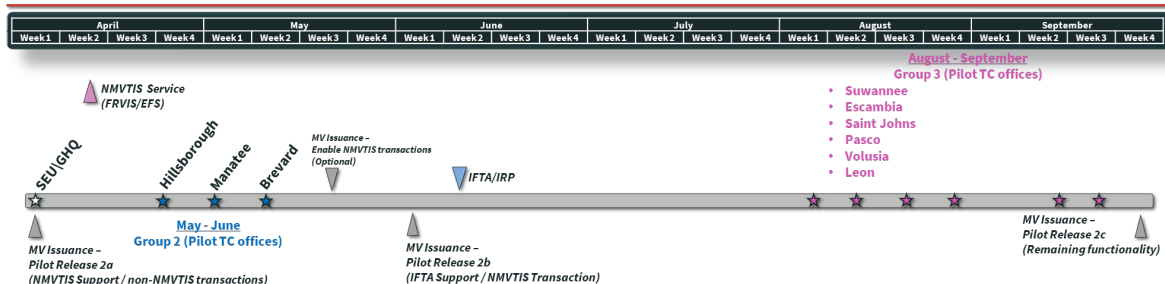
Classification Critical : ☒ Medium : ☐ Low : ☐

Due to the level of classification and potential impact to the scope, schedule, and/or budget, this change request must be approved by the Executive Steering Committee in accordance with the MM Phase I Program Management Plan.

Business Need / Justification (completed by the requestor)
Description: The process and timeline for completing National Motor Vehicle Title Information System (NMVTIS) structured testing with the American Association of Motor Vehicle Administration (AAMVA) was extended based on new information from AAMVA. Originally, the team targeted completion of structural testing of FRVIS, EFS and ORION by March 22, 2024. During the week of January 15, 2024, AAMVA required FLHSMV to perform NMVTIS structural testing of EFS and FRVIS first and then perform NMVTIS structural testing of ORION. The extended testing approach and schedule will prevent many transactions originally planned for the March Release 2a implementation of the pilot from being available for use (please refer to the attached spreadsheet column E). As a result, the Modernization Team is seeking to reduce the scope of Release 2a. The team will proceed with Release 2a in Spring 2024 with non-NMVTIS transactions, which will provide the opportunity to receive feedback from users regarding the initial functionality and exercise Third Party Cashiering prior to adding additional Tax Collector offices to the Pilot.

Impact Analysis (completed by ISA)
Specific Requirements Definition: No changes to requirements. Initially, Tax Collector offices will only receive the non-NMVTIS dependent transactions (lower volume/value transactions) until NMVTIS testing is completed with AAMVA. This implementation approach will require pilot participants to "swivel" between the new system and FRVIS to complete NMVTIS dependent transactions during Release 2a. Completed by: Mike Anderson

Impact on Schedule: This change request adds NMVTIS Web Service Structured Testing Milestones for legacy application testing and ORION. This is a prerequisite for completing the MV Issuance Pilot. The change request decomposes Release 2 – ORION Pilot to account for incremental releases (2a, 2b and 2c). It adds tasks and Milestones to reflect the planned incremental releases and start of each Pilot Group.

Current:

WBS	% Complete	Task Name	Duration	Start	Finish	Status
3.5.18.8	**33%**	**Implementation**	**712 days**	**Mon 2/28/22**	**Tue 12/24/24**	**Late**
3.5.18.8.3	95%	Determine Pilot Site(s) - Release 2	30 days	Thu 10/26/23	Mon 12/11/23	Late
3.5.18.8.4	*0%*	*Decision Point - Ready to Pilot - Release 2*	*0 days*	*Thu 3/14/24*	*Thu 3/14/24*	*Future Task*
3.5.18.8.5	0%	Submit Request to Change Advisory Board (CAB) - Release 2 Pilot	1 day	Thu 3/14/24	Thu 3/14/24	Future Task
3.5.18.8.6	0%	Advisory Board Approval - Release 2	6 days	Fri 3/15/24	Fri 3/22/24	Future Task
3.5.18.8.7	0%	Pilot the System - Release 2	190 days	Tue 3/26/24	Tue 12/24/24	Future Task
3.5.18.8.8	*0%*	*Pilot Implementation Complete - Release 2*	*0 days*	*Tue 12/24/24*	*Tue 12/24/24*	*Future Task*

Proposed Change:

WBS	% Complete	Task Name	Duration	Start	Finish	Status
3.5.18	**47%**	**Release 2 - ORION Pilot**	**961 days**	**Wed 3/3/21**	**Tue 12/24/24**	**Late**
3.5.18.1	*0%*	*Complete NMVTIS Reload*	*0 days*	*Thu 11/16/23*	*Thu 11/16/23*	*Late*
3.5.18.3	*0%*	*Complete NMVTIS Structured Testing for FRVIS & EFS*	*0 days*	*Fri 4/12/24*	*Fri 4/12/24*	*Future Task*
3.5.18.4	*0%*	*Complete NMVTIS Structured Testing for ORION*	*0 days*	*Mon 6/10/24*	*Mon 6/10/24*	*Future Task*
3.5.18.5	**67%**	**Testing**	**764 days**	**Wed 3/3/21**	**Thu 3/14/24**	**Late**
3.5.18.6	**21%**	**Develop and Conduct Release 2 - ORION Pilot Training & Release 3 IFTA/IRP/Audit**	**486 days**	**Mon 1/23/23**	**Mon 12/23/24**	**Late**
3.5.18.7	**59%**	**Policies and Procedures and User Guides**	**555 days**	**Wed 7/6/22**	**Tue 9/17/24**	**Late**
3.5.18.8	**33%**	**Implementation**	**712 days**	**Mon 2/28/22**	**Tue 12/24/24**	**Late**
3.5.18.8.3	95%	Determine Pilot Site(s) - Release 2	30 days	Thu 10/26/23	Mon 12/11/23	Late
3.5.18.8.4	**0%**	**Release 2 - ORION Pilot**	**197 days**	**Thu 3/14/24**	**Tue 12/24/24**	**Future Task**
3.5.18.8.4.1	**0%**	**Release 2a**	**28 days**	**Thu 3/14/24**	**Tue 4/23/24**	**Future Task**
3.5.18.8.4.1.1	*0%*	*Decision Point - Ready to Pilot - Release 2a*	*0 days*	*Thu 3/14/24*	*Thu 3/14/24*	*Future Task*
3.5.18.8.4.1.2	0%	Submit Request to Change Advisory Board (CAB) - Release 2a Pilot	1 day	Fri 3/15/24	Fri 3/15/24	Future Task
3.5.18.8.4.1.3	0%	Advisory Board Approval - Release 2a	3 days	Mon 3/18/24	Wed 3/20/24	Future Task
3.5.18.8.4.1.1	*0%*	*Release 2a Production Deployment Completed*	*0 days*	*Fri 3/29/24*	*Fri 3/29/24*	*Future Task*
3.5.18.8.4.1.5	*0%*	*Begin Rollout of Release 2a Pilot to Group 2 (Tax Collectors)*	*0 days*	*Tue 4/23/24*	*Tue 4/23/24*	*Future Task*
3.5.18.8.4.2	**0%**	**Release 2b**	**52 days**	**Wed 5/22/24**	**Tue 8/6/24**	**Future Task**
3.5.18.8.4.2.1	*0%*	*Decision Point - Ready to Pilot - Release 2b*	*0 days*	*Wed 5/22/24*	*Wed 5/22/24*	*Future Task*
3.5.18.8.4.2.2	0%	Submit Request to Change Advisory Board (CAB) - Release 2b Pilot	1 day	Fri 5/24/24	Fri 5/24/24	Future Task
3.5.18.8.4.2.3	0%	Advisory Board Approval - Release 2b	2 days	Tue 5/28/24	Wed 5/29/24	Future Task
3.5.18.8.4.1.1	*0%*	*Release 2b Production Deployment Completed*	*0 days*	*Fri 6/7/24*	*Fri 6/7/24*	*Future Task*
3.5.18.8.4.2.5	*0%*	*Begin Rollout of Release 2b Pilot to Group 3 (Tax Collectors)*	*0 days*	*Tue 8/6/24*	*Tue 8/6/24*	*Future Task*
3.5.18.8.4.3	**0%**	**Release 2c**	**6 days**	**Thu 9/19/24**	**Fri 9/27/24**	**Future Task**
3.5.18.8.4.3.1	*0%*	*Decision Point - Ready to Pilot - Release 2c*	*0 days*	*Thu 9/19/24*	*Thu 9/19/24*	*Future Task*
3.5.18.8.4.3.2	0%	Submit Request to Change Advisory Board (CAB) - Release 2c Pilot	1 day	Fri 9/20/24	Fri 9/20/24	Future Task
3.5.18.8.4.3.3	0%	Advisory Board Approval - Release 2c	3 days	Mon 9/23/24	Wed 9/25/24	Future Task
3.5.18.8.4.1.1	*0%*	*Release 2c Production Deployment Completed*	*0 days*	*Fri 9/27/24*	*Fri 9/27/24*	*Future Task*
3.5.18.8.4.4	0%	Pilot the System	186 days	Mon 4/1/24	Tue 12/24/24	Future Task
3.5.18.8.5	*0%*	*Pilot Implementation Complete - Release 2*	*0 days*	*Tue 12/24/24*	*Tue 12/24/24*	*Future Task*

Completed by: Mike Anderson

Impact on Cost:
No impact to cost. The change request documents the approval for the reduction of scope for the initial pilot release and the decomposition of Release 2 – ORION Pilot.

Impact on Resources:	

Impact on Resources:
No impact to resources. The change request documents the approval for the reduction of scope for the initial pilot release and the decomposition of Release 2 – ORION Pilot.

Completed by: Mike Anderson

Alternatives to the Requested Change:
Defer the initial Pilot release for Tax Collectors until NMVTIS testing is complete and all planned functionality is available. This alternative shortens the overall pilot period (by approximately 3 months) and jeopardizes the ability to verify Third Party Cashiering prior to adding the remaining Tax Collector pilot offices.

Completed by: Mike Anderson

Outcome

Decision: ☒ Approve   ☐ Reject   ☐ Defer

Comments: Approval indicates authorization to decompose the Release 2 – ORION pilot into incremental releases in the program's IMS and reduce the scope of pilot release increment 2a to include only non-NMVTIS transactions for Tax Collector pilot participants (Hillsborough, Manatee and Brevard) until the completion of AAMVA NMVTIS structured testing.

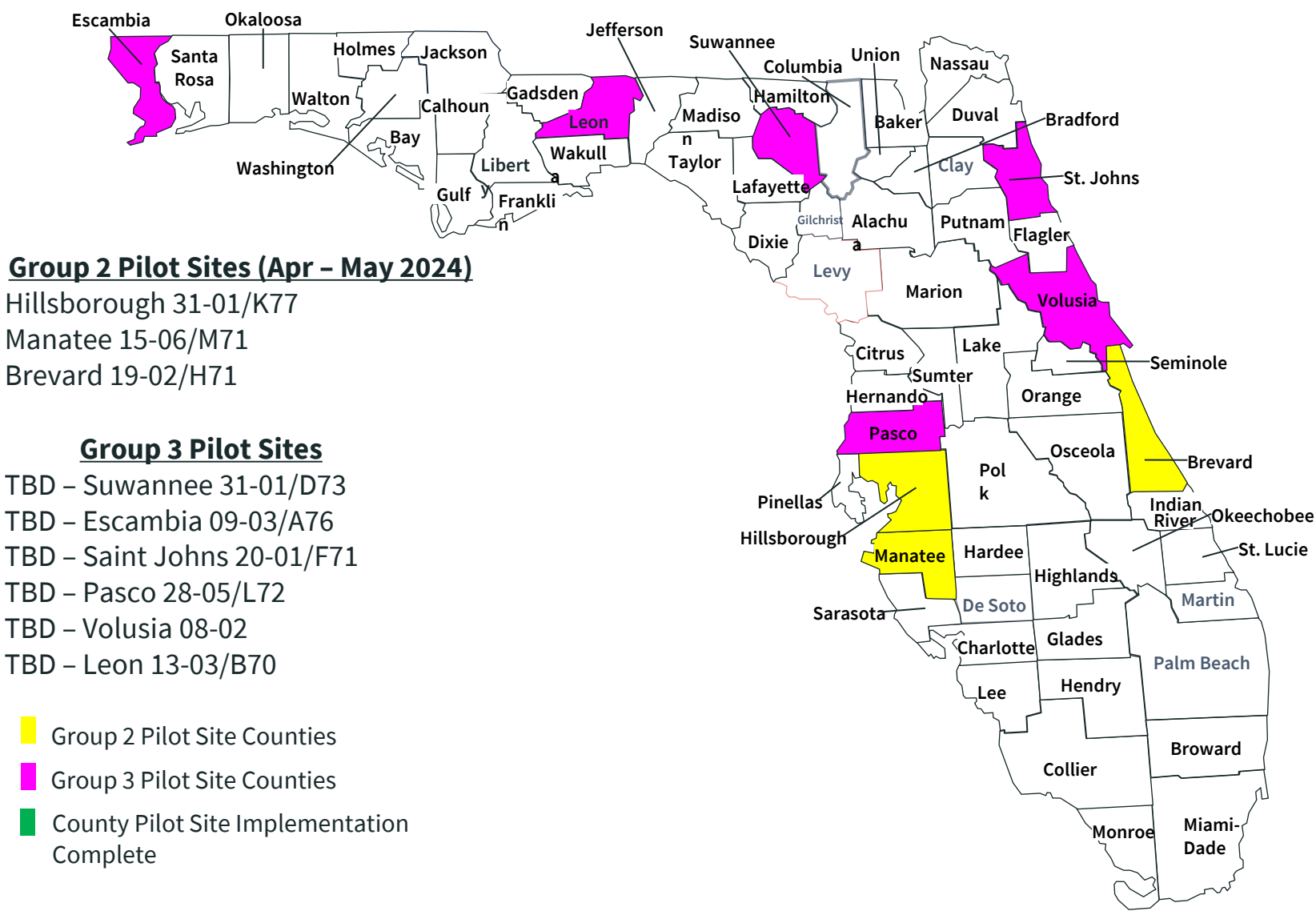| Approver	Signature	Date
Dave Kerner Executive Director, FLHSMV	DocuSigned by: *Dave Kerner* 8FEDE51913DE400...	January 31, 2024
Robert Kynoch Deputy Executive Director, FLHSMV	DocuSigned by: *Robert Kynoch* 0A2EF6A47A8E486...	February 2, 2024
Terrence Samuel Chief Information Officer, FLHSMV	DocuSigned by: *Terrence Samuel* E7AEB9D4E322443	February 5, 2024
Stan Kirkland Operations & Mgmt Consultant Mgr., FLHSMV	DocuSigned by: *Stan Kirkland* 2BBB8929C185481...	February 1, 2024
Cheryl Bruce Motor Vehicle Representative, FLHSMV	DocuSigned by: *Cheryl Bruce* C2B1F4AD0DA2479...	January 31, 2024

Motorist Modernization Phase II
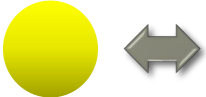## Advisory Board

FEBRUARY 13, 2024
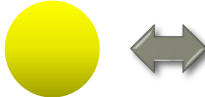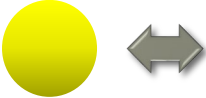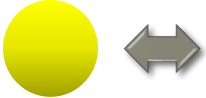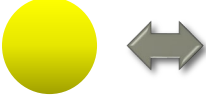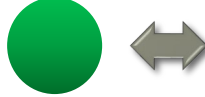
ORION Releases

- **Release 1 – <u>Motor Vehicle Issuance Inquiry</u> – _Oct 2023_**
  - MV Customer Inquiry, Customer Summary and linkage to DLI Customer Summary
- **Release 2 - <u>ORION Pilot</u> – _Spring 2024_**
  - Pilot a subset of ORION transactions and Global Admin functionality to a select group of offices (TBD)
- **Release 3 – <u>International Fuel Tax Agreement (IFTA) /International Registration Plan (IRP)</u> – _June 2024_**
  - Celtic IFTA/IRP COTS Product and associated ORION updates
- **Release 4 - <u>ORION Statewide</u> – _Jan – Jun 2025_**
  - All core MVI and Global functionality
- **Release 5 – <u>Motor Vehicle MyDMV Portal</u> – _Spring 2025_**
  - Motor vehicle functionality additions to MyDMV Portal
- **Release 6 - <u>Batch, Back-Office</u> – _Jun 2025_**
  - Remaining ORION back-office functionality and Phase II batch functionality

Phase II Implementation – Schedule – Release 2

Group 2 Pilot Sites (Apr – May 2024)
Hillsborough 31-01/K77
Manatee 15-06/M71
Brevard 19-02/H71

Group 3 Pilot Sites
TBD – Suwannee 31-01/D73
TBD – Escambia 09-03/A76
TBD – Saint Johns 20-01/F71
TBD – Pasco 28-05/L72
TBD – Volusia 08-02
TBD – Leon 13-03/B70

- Group 2 Pilot Site Counties
- Group 3 Pilot Site Counties
- County Pilot Site Implementation Complete

Overall Status

Team	Updates	Development	Testing	UAT	Training	User Guides
Titles & Registration	**Total: 101 functional areas** **Build Complete: 70** **Build In Progress: 5** **Build Late: 13**	🔴 ⬇	🔴 ↔	🟡 ↔	🟡 ↔	🟢 ↔
MV Globals	**Total: 54 functional areas** **Build Complete: 36** **Build In Progress: 5** **Build Late: 9**	🔴 ⬇	🟡 ↔	🟡 ↔	🟢 ↔	🟢 ↔
Portal/Fleet	**Total: 43 functional areas** **Build Complete: 16** **Build In Progress: 7** **Build Late: 16**	🔴 ⬇	🟡 ↔	🟢 ↔	🟢 ↔	🟢 ↔
IFTA/IRP	**Total: 27 functional areas** **Build Complete: 27** **Build In Progress: 0** **Build Late: 0**	🟢 ↔	🟢 ↔	🟢 ↔	🟢 ↔	🟢 ↔

Risks & Issues Impacting Teams & Remediation

- *4 Developer Vacancies –* *Job posted*
- *Open SEU Positions –* *Jobs posted*
- *National Motor Vehicle Title Information System (NMVTIS) Structured Testing –* *Met with AAMVA 1/22/2024*

Release 2 – ORION Pilot – Critical Path

- 🔴 ▪ **Development**

- 🟡 ▪ **User Acceptance Testing**

- 🔴 ▪ **Third Party Cashier Vendors**

- 🟢 ▪ **Security Testing**

- 🟢 ▪ **Performance Testing**

- 🟡 ▪ **Training**

- 🟢 ▪ **User Guides**

Release 2 – ORION Pilot – Critical Path - NMVTIS

- NMVTIS Reload

  - Initial Extract Brand & Title

  - Discrepancy Files from American Association of Motor Vehicle Administrators (AAMVA)

- NMVTIS Web Service Integration

  - Electronic Filing System (EFS)

  - Florida Real-Time Vehicle Information System (FRVIS)

- NMVTIS Structural Testing (Jan 2024 – Mar 2024)
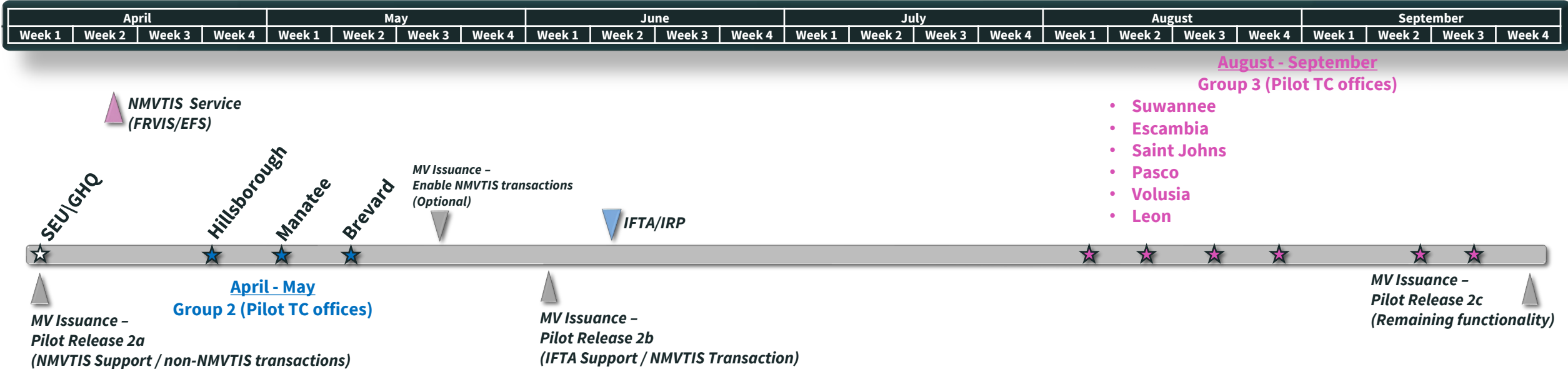
  - ORION

  - EFS/FRVIS

Release 2 – ORION Pilot – Critical Path - ISA

- **WRAP 8185: OMM Phase II - ECM MVSCAN FRVIS**

- **WRAP 8186: OMM Phase II - ECM MVSCAN EFS**

- **WRAP 8148: USDOT Number - OMM Phase II – 3/2/2024**

- **WRAP 8154: Database Change - OMM Phase II FRVIS**

- **Legislative WRAPS – not critical to Pilot but, will impact resources and priorities**

Release 2 – ORION Pilot – Organizational Change Management (OCM)

- In preparation and support for Release 2, the OCM team will continue to:
    - Hold **Change Champion Network Connects** with our 72 Change Champions (Tax Collectors, Tax Collector staff, and FLHSMV members);
    - Conduct **Engagement Meetings** with key personnel from FLHSMV divisions and bureaus;
    - Conduct **ORION demos** for Change Champions and divisions/bureaus as needed;
    - Update the **OCM SharePoint** and **PartnerNet** pages with new tools/information;
    - Submit **articles** to newsletters such as the *NewsWheel* and *ORION Hub*;
    - Send updates to the Change Champions via the **OCM email**;
    - Assist with Phase II **testing** (Brevard, Hillsborough, Manatee);
    - Facilitate discussions related to Phase II Pilot and Go-Live **inventory strategy**;
    - Conduct a **Pilot Assessment** with each of the Pilot offices as they onboard;
    - Assist the OMM Communications Consultant with the **Phase II communications plan**.

Appendix

Phase II Implementation – Schedule – Release 2-3

April				May				June				July				August				September			
Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4

August - September
Group 3 (Pilot TC offices)

- **Suwannee**
- **Escambia**
- **Saint Johns**
- **Pasco**
- **Volusia**
- **Leon**

NMVTIS Service
(FRVIS/EFS)

SEU\GHQ

Hillsborough

Manatee

Brevard

*MV Issuance –
Enable NMVTIS transactions
(Optional)*

IFTA/IRP

April - May
Group 2 (Pilot TC offices)

*MV Issuance –
Pilot Release 2a
(NMVTIS Support / non-NMVTIS transactions)*

*MV Issuance –
Pilot Release 2b
(IFTA Support / NMVTIS Transaction)*

*MV Issuance –
Pilot Release 2c
(Remaining functionality)*

Release 2 – ORION Pilot - Key Points

- **Release 2 Pilot is dependent upon completion of National Motor Vehicle Title Information System (NMVTIS) refresh and web service structural testing completion**

- **Will Create a new Agency for Release 2 Pilot Offices**

- **Will start Release 2 Pilot with a subset of transactions**

- **Release 2 Pilot offices will use FRVIS for any transactions NOT available in ORION**

- **Will have subsequent deployments during the Release 2 Pilot period to deploy remaining Phase II scope to Pilot offices PRIOR to statewide roll-out**