

**Motorist Modernization Advisory Board – Phase II Meeting**  
**Tuesday, March 9, 2021**  
**2:30 to 4:00 PM**  
**VIA: GoToMeeting**

**Invitees**

Stephen Boley  
Lt. Jason Britt  
Diane Buck  
Jay Levenstein  
Steve Burch  
Lisa Cullen  
Sherri Smith  
Sgt. Derek Joseph  
TBD

**Representing**

FLHSMV  
FLHSMV  
FLHSMV  
FLHSMV  
FLHSMV  
Florida Tax Collectors  
Florida Tax Collectors  
Law Enforcement  
Law Enforcement

**Agenda**

- Roll Call
- Welcome
- Review and Approval of Last Meeting Minutes
- Stakeholder Outreach Update
- MM Phase II Program Update
  - Financial Review
  - Project Updates
- Communications Update
- Q&A
- Adjourn

**Motorist Modernization Advisory Board – Phase II Meeting**  
**Tuesday, February 9, 2021**  
**2:30 to 4:00 PM**  
**VIA: GoToMeeting**

**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

- Lt. Jason Britt FLHSMV
  - Diane Buck FLHSMV
  - Jay Levenstein FLHSMV
  - Lisa Cullen Florida Tax Collectors
  - Sherri Smith Florida Tax Collectors
  - Sgt. Derek Joseph Law Enforcement
  - Steve Burch FLHSMV
  - Stephen Boley FLHSMV
- Additional FLHSMV members included – Kristin Green, Rachel Graham, Cathy Thomas, Janis Timmons, Judy Johnson, Felecia Ford, Aundrea Powell, Jessica Espinoza, Mike Anderson, Koral Griggs, Craig Benner, Scott Lindsay, Ian DesVignes, and Scott Tomaszewski.
  - Visitors included – Michelle McGinley, Nathan Johnson and Joseph Weldon from Accenture attended. Scott Lunsford with the Florida Tax Collectors, Melissa Primm with Grant Street, and Carl Ford with J Ford Consulting also attended.

**REVIEW OF MEETING MINUTES**

- Rachel Graham reviewed the meeting minutes from January 20, 2021. No corrections were identified. A motion to approve the minutes was accepted by the board members and the January 20, 2021, meeting minutes were approved.

**STAKEHOLDER OUTREACH**

- Kristin Green stated Terrence Samuel and Chad Hutchinson provided a transportation presentation to the Florida Senate Committee on January 26.

**FINANCIAL REVIEW**

- Janis Timmons presented a Phase I and II financial review. The total for all Legislative Budget Requests for Phase I was \$37.3 million. The Phase II budget for the 2020 – 2021 fiscal year is \$9.8 million with \$4.2 million expended as of January 31, 2021. There was a .85% variance with approximately \$5.7 million in remaining funds.

## **PHASE II PROJECT UPDATE**

- Nathan Johnson stated Team A continued to work on development and testing of the Original Registration Transaction for Milestone C. Additional refinement meetings for Team A have been scheduled. Team B completed development for Milestone C and continued to work on Milestone D functionality. The new MV Issuance module has been built, which includes the homepage, alerts, new BOLO functionality, customer summaries and inquiries for both individuals and businesses and vehicle summaries for all vehicle subtypes.
- Aundrea Powell stated the MyDMV Portal/Fleet team continued to work on testing of the motor vehicle records request stories as well development of bulk downloads and transcripts for Milestone C.
- Scott Tomaszewski stated the IFTA/IRP team was working on service endpoints and single sign-on solution. Sprint Planning began today. Deliverable 6 (COTS System Technical Architecture Design) is due on February 16 and is currently under department review. Deliverable 10 (COTS IFTA Software Configuration Design) was approved on January 29.
  - Important upcoming activities for the team included:
    - Ready the Blueprint backlog for ORION/Interface related development
    - Finalize IFTA Interface Design Specs
    - IRP Design and JAD sessions continued
  - Key dependencies and assumptions included:
    - Infrastructure resources are available at key times in the project to alleviate delays in environment setup and code/configuration updates.
  - Risks and issues included:
    - Program Risk 13 – Lack of availability of key OMM resources.
    - Risk 82 – IFTA/IRP vendor development access to FLHSMV development endpoints.
    - Risk 86 – Delays in refinement of IFTA/IRP backlog impacting requirements or development.
- Joseph Weldon stated the Florida Smart ID (FSID) team continued to make progress with UAT. The load and performance test will begin the week of February 26 with a demo to be performed on March 5. The team was able to download the iOS mobile DL from the app store. The team met with Thales to discuss the store setup and how vendors would be able to display their products. Testing and training on the iOS verifier will begin on February 15.
  - Risks and issues for the team included:
    - Risk 79 – FSID – 10 Day Testing window for UAT
    - Risk 83 – FSID Support
    - Issue 25 – FSID - FLHSMV Apple and Google Store for FSID
    - Issue 26 – FSID Communications Concerns – The team met with Thales and Legal to discuss liability concerns at the pilot event.
- Mr. Johnson stated the Enterprise Content Management (ECM) team began development of the interfacing code that will read from the existing data store and move to the new. A new developer will be onboarded to assist with the API integration.

## **COMMUNICATIONS UPDATE**

- Koral Griggs stated the FSID team is expecting final approval of materials to be used for external events today. Virtual kick-off events will begin within the next two weeks for

**Office of Motorist Modernization**

external retailers participating in the pilot. A kick-off with the internal pilot participants and FHP members to pilot the app will be held during mid-March.

**Q&A**

- Carl Ford requested an update on the bulk titles and registration functionality at the next meeting, if possible.
- Ms. Green confirmed.

**ADJOURNMENT**

- Mr. Samuel adjourned the meeting at approximately 2:55 p.m.
- The next Advisory Board Phase II Meeting is scheduled for March 9, 2021.

**Note: Handouts at this meeting included:**

Consolidated in a meeting packet and emailed to members:

MM Advisory Board Phase II Agenda	1 Page
MM Advisory Board Phase II Meeting Minutes (1/20/21)	3 Pages
Financial Review	7 Pages
Phase II Traffic Light Reports	2 Pages
Phase II State of the State	4 Pages



# Financial Update Motorist Modernization

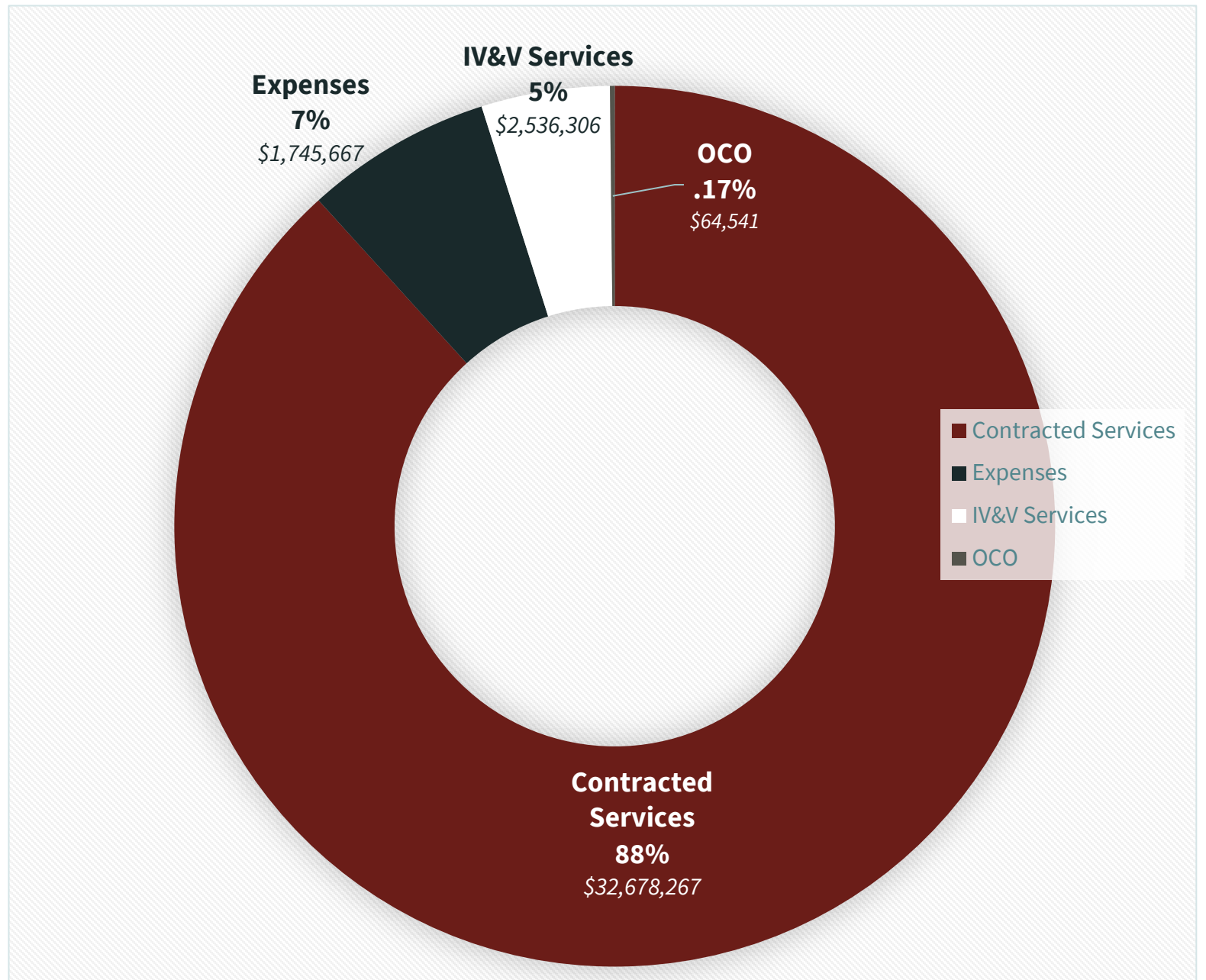
MARCH 9, 2021



# Phase I LBR Requests

<i>Fiscal Year</i>	<i>Total Request</i>	<i>Contracted Services</i>	<i>IV&amp;V Services</i>	<i>Expenses</i>	<b>OCO</b>
2014-2015	\$2,500,000	\$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	\$2,323,620	\$2,303,620	-	\$20,000	-
<b>TOTAL</b>	<b>\$37,329,355</b>	<b>\$32,678,267</b>	<b>\$2,536,306</b>	<b>\$1,745,667</b>	<b>\$64,541</b>

# Phase I Total Actuals 2014-2020

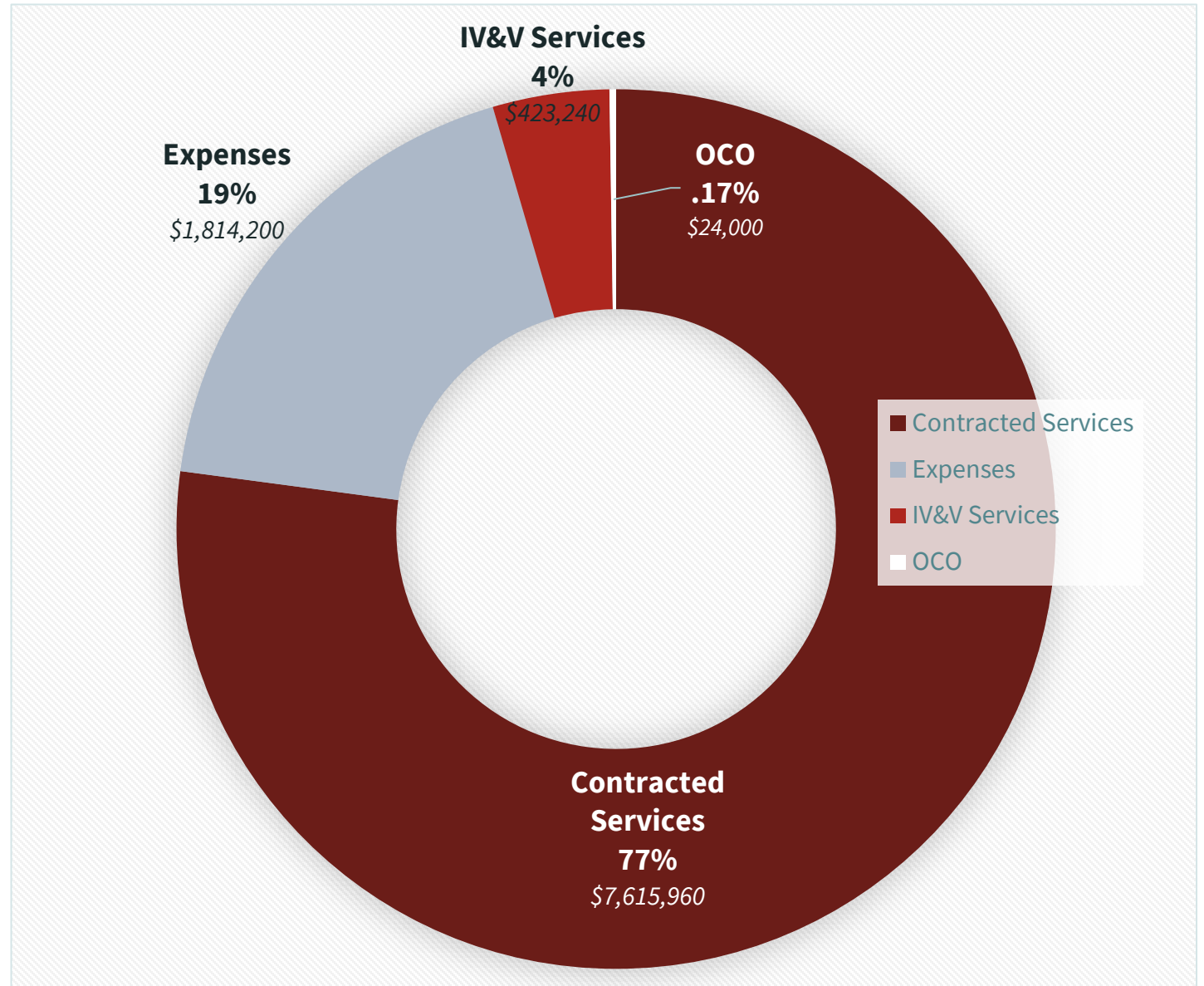


# Phase II LBR Requests

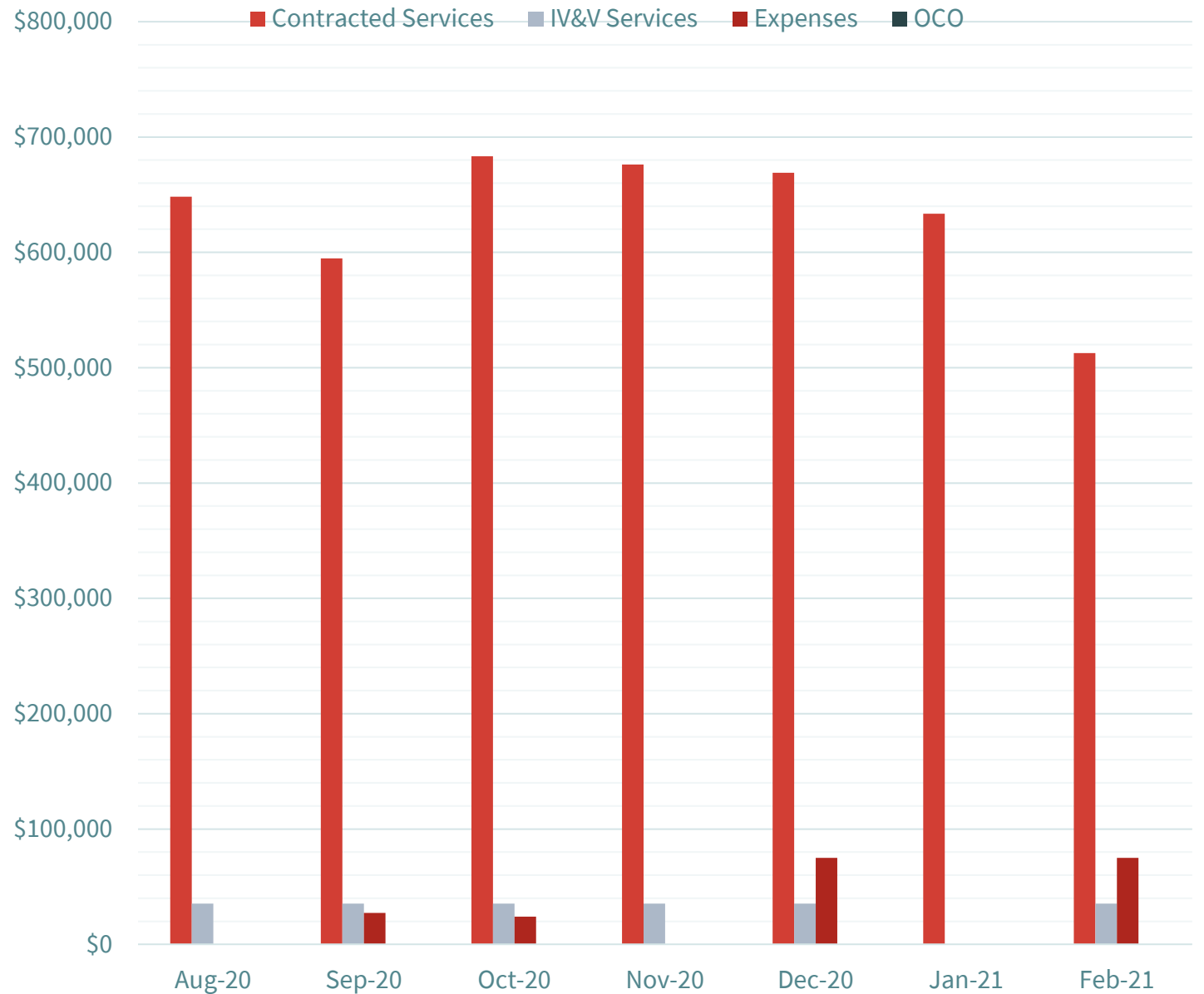
<i>Fiscal Year</i>	<i>Total Request</i>	<i>Contracted Services</i>	<i>IV&amp;V Services</i>	<i>Expenses</i>	<i>OCO</i>
2017-2018	\$4,132,180	\$3,575,240	\$357,190	\$179,850	\$19,900
2018-2019	\$5,037,000	\$4,455,960	\$423,240	\$150,000	\$7,800
2019-2020	\$13,742,200	\$9,715,960	\$423,240	\$3,570,000	\$33,000
2020-2021	\$9,877,400	\$7,615,960	\$423,240	\$1,814,200	\$24,000
2021-2022	\$10,639,010	\$9,278,070	\$423,240	\$904,700	\$33,000
2022-2023	\$10,400,830	\$9,065,890	\$423,240	\$887,700	\$24,000
2023-2024	\$7,467,560	\$6,132,620	\$423,240	\$887,700	\$24,000
<b>TOTAL</b>	<b>\$53,828,620</b>	<b>\$43,707,080</b>	<b>\$2,473,390</b>	<b>\$7,506,450</b>	<b>\$141,700</b>



# Phase II Total Budget 2020-2021



# Phase II Expenditures by Month



# Phase II Budget v. Actuals

Description	Budget Total	Budget to Date	Actuals to Date	Variance
Fiscal Year to Date	\$9,877,400			
Month to Date (February 2021)		\$4,905,513	\$4,799,701	(2.20%)
Remaining Funds	\$5,077,699			

**Phase II - Milestone C (Apr 29 - July 16, 2020)**  
**as of 3/2/2021**

**Team A - T&R Issuance**



Current Activity:	Sprint 21
Development:	Red
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	-	-	0.0%
Refinement	15	156	16.3%
Development	23	376	25.0%
Testing	5	156	5.4%
Done	40	396	43.5%
Blocked	9	60	9.8%
<b>Total:</b>	<b>92</b>	<b>1,144</b>	

**IFTA/IRP**



Current Activity:	Sprint 2 (Milestone A)
Development:	Green
Testing:	Green
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	3	-	25.0%
Refinement	2	-	16.7%
Development	2	-	16.7%
Testing	-	-	0.0%
Done	4	-	33.3%
Blocked	1	-	8.3%
<b>Total:</b>	<b>12</b>	<b>-</b>	

**Team B - MV Globals**



Current Activity:	N/A
Development:	Green
Testing:	Green
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	-	-	0.0%
Refinement	-	-	0.0%
Development	-	-	0.0%
Testing	-	-	0.0%
Done	56	744	100.0%
Blocked	-	-	0.0%
<b>Total:</b>	<b>56</b>	<b>744</b>	

**Enterprise**



Current Activity:	Sprint 21
Development:	Green
Testing:	Green
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	1	n/a	-
Refinement	-	n/a	-
Development	2	n/a	-
Testing	1	n/a	-
Done	-	n/a	-
Blocked	-	n/a	-
<b>Total:</b>	<b>4</b>	<b>-</b>	

**Portal/Fleet**



Current Activity:	Sprint 16
Development:	Red
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	orig dev est	
Not Started	-	-	0.0%
Refinement	-	-	0.0%
Development	14	96	15.2%
Testing	38	372	41.3%
Done	40	268	43.5%
Blocked	-	-	0.0%
<b>Total:</b>	<b>92</b>	<b>736</b>	

**SUMMARY - ALL TEAMS**



Development:	Red
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	3	-	1.2%
Refinement	17	156	6.7%
Development	39	472	15.5%
Testing	43	528	17.1%
Done	140	1,408	55.6%
Blocked	10	60	4.0%
<b>Total:</b>	<b>252</b>	<b>2,624</b>	

**Development – Application Development (current sprint)**

- Green: Remaining sprint work can be completed within capacity
- Red: Remaining sprint work cannot be completed within capacity

**Testing – Application Testing (current sprint)**

- Green: Remaining sprint work can be completed within capacity
- Red: Remaining sprint work cannot be completed within capacity

**Business Actions – Dependencies on the business (requirements clarification, decisions, etc.)**

- Green: input from the business is not blocking team progress
- Yellow: input from the business is taking longer than expected; no delays
- Red: delays in input from the business has caused work to be late

**Technical Debt – Dependencies on infrastructure and associated processes (data model, enterprise code, legacy changes, etc.)**

- Green: Tech dependencies not impacting schedule
- Yellow: Some delays in tech dependencies, not impacting schedule
- Red: delays in tech dependencies have impacted schedule

**Backlog Health – Refinement of user stories ahead of development sprints**

- Green: > 2 sprints worth of user stories refined
- Yellow: < 2 sprints worth of user stories refined (>1)
- Red: < 1 sprint worth of user stories refined

Percentages(%): by count of user stories for this Milestone

**Phase II - Milestone D (July 15 - October 22, 2020)**  
**as of 3/2/2021**

**Team A - T&R Issuance**



Current Activity:	Sprint 21
Development:	Red
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Red

	#stories	est dev hrs	
Not Started	285	2,756	92.2%
Refinement	23	156	7.4%
Development	-	-	0.0%
Testing	-	-	0.0%
Done	1	-	0.3%
Blocked	-	-	0.0%
<b>Total:</b>	<b>309</b>	<b>2,912</b>	

**Team B - MV Globals**



Current Activity:	Sprint 21
Development:	Red
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Red

	#stories	est dev hrs	
Not Started	38	564	46.3%
Refinement	7	56	8.5%
Development	3	40	3.7%
Testing	3	40	3.7%
Done	30	520	36.6%
Blocked	1	16	1.2%
<b>Total:</b>	<b>82</b>	<b>1,236</b>	

**Portal/Fleet**



Current Activity:	Sprint 16
Development:	Red
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Red

	#stories	orig dev est	
Not Started	64	380	80.0%
Refinement	8	32	10.0%
Development	8	80	10.0%
Testing	-	-	0.0%
Done	-	-	0.0%
Blocked	-	-	0.0%
<b>Total:</b>	<b>80</b>	<b>492</b>	

**IFTA/IRP**



Current Activity:	Sprint 2 (Milestone A)
Development:	Green
Testing:	Green
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	3	-	25.0%
Refinement	2	-	16.7%
Development	2	-	16.7%
Testing	-	-	0.0%
Done	4	-	33.3%
Blocked	1	-	8.3%
<b>Total:</b>	<b>12</b>	<b>-</b>	

**Enterprise**



Current Activity:	Sprint 21
Development:	Green
Testing:	Green
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	-	n/a	-
Refinement	-	n/a	-
Development	1	n/a	-
Testing	-	n/a	-
Done	-	n/a	-
Blocked	-	n/a	-
<b>Total:</b>	<b>1</b>	<b>-</b>	

**SUMMARY - ALL TEAMS**



Development:	Red
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Red

	#stories	est dev hrs	
Not Started	390	3,700	80.7%
Refinement	40	244	8.3%
Development	13	120	2.7%
Testing	3	40	0.6%
Done	35	520	7.2%
Blocked	2	16	0.4%
<b>Total:</b>	<b>483</b>	<b>4,640</b>	

**Development – Application Development (current sprint)**

- Green: Remaining sprint work can be completed within capacity
- Red: Remaining sprint work cannot be completed within capacity

**Testing – Application Testing (current sprint)**

- Green: Remaining sprint work can be completed within capacity
- Red: Remaining sprint work cannot be completed within capacity

**Business Actions – Dependencies on the business (requirements clarification, decisions, etc.)**

- Green: input from the business is not blocking team progress
- Yellow: input from the business is taking longer than expected; no delays
- Red: delays in input from the business has caused work to be late

**Technical Debt – Dependencies on infrastructure and associated processes (data model, enterprise code, legacy changes, etc.)**

- Green: Tech dependencies not impacting schedule
- Yellow: Some delays in tech dependencies, not impacting schedule
- Red: delays in tech dependencies have impacted schedule

**Backlog Health – Refinement of user stories ahead of development sprints**

- Green: > 2 sprints worth of user stories refined
- Yellow: < 2 sprints worth of user stories refined (>1)
- Red: < 1 sprint worth of user stories refined

**Percentages(%)**: by count of user stories for this Milestone





**FLHSMV**  
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



**"FLORIDA"**  
**ARRIVE ALIVE**  
**- BUCKLE UP -**

# Motorist Modernization Phase II – March 9, 2021

STATE OF THE STATE



# IFTA / IRP Project Update

## Key Dates, Activities Milestones

Contract Signed – **06/2020 to Celtic**

### Deliverables in next 30-60 Days & Status

- D6 - COTS System Technical Architecture Design, 2/16 - **2/19 Approved**
- D7 - System Design Documentation – ORION Integration (ICD -I), 4/27
- D9 - System Design Document – COTS Software Customization (PVD – Enterprise), 4/28
- D11 - COTS Software Configuration Design for IRP (PVD - IRP) - 4/13/21
- Deliverable #13: Data Migration and Data Conversion Plan - 3/24/21

### Important Activities – March

- Make ready Blueprint requirements for ORION/ Interface related development.
- Finalize IFTA Interface Design Specs.
- IRP Design and JAD sessions.

## Key Dependencies/Assumptions

- Infrastructure resources are available at key times in the project to alleviate delays in environment setup and code/configuration updates.

## IFTA/IRP Specific Risks & Issues – Program Level

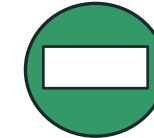
- Program Risk #13 - Lack of availability of key OMM resources. Risk accepted and will monitor. Accept and monitor.
- Risk #82- IFTA/IRP vendor development access to DHSMV development endpoints. Resolved 2/26.
- Risk #86 – Delays in refinement IFTA/IRP backlog impacting requirements or development. Resolved 3/1.

## Team Profile

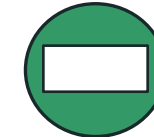
# User Stories: 557

# Developers: 2

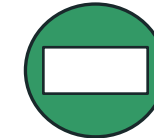
# Testers: 3\*



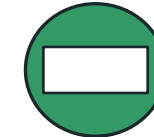
Business Actions



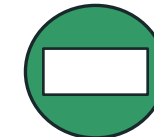
COTS Configuration



ORION Integration



Data Conversion



Scope / Schedule

# Florida Smart ID Project Update

## Key Dates, Activities Milestones

Contract Signed – **06/2020 to Thales**

Deliverables in next 30-60 Days & Status

- Production Readiness Demonstration, **03/05/2021**

Important Activities – Feb

- UAT – **12/14/2020 – 02/26/2021**
- Training – iOS mDL – **02/01/2021**
- Training – iOS Verifier – **02/15/2021**
- Finalize User Guides – **02/23/2021**
- Load & Performance Test – **02/26/2021 – 03/05/2021**

## Key Dependencies/Assumptions

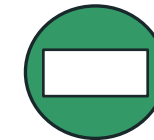
- Do NOT rely on OMM Phase I Data Model changes being in production prior to release of mDL
- Keep initial release meaningful, but sized for “success” given short timeline

## mDL Specific Risks & Issues – Program Level

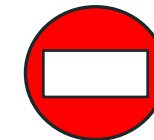
- Risk 79 – FSID – 10 Day Testing window for UAT
- Risk 83 – FSID Support
- Issue 25 – FSID - FLHSMV Apple and Google Store for FSID
- Issue 26 - FSID Comms Concerns
- Issue 31 – iOS Verifier Late

## Team Profile

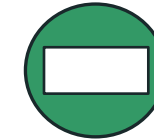
# User Stories: 78  
# Developers: 1.5  
# Testers: 3+



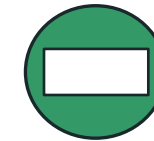
Business Actions



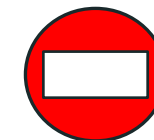
Florida SMART ID Configuration



FLHSMV Integration



Security / Technology



Scope / Schedule

# Enterprise Content Management (ECM) Project Update

## Key Dates, Activities Milestones

Contract Signed – **OnBase Software;**  
**06/2020 to Next Phase Solutions**

### Deliverables in next 30-60 Days & Status

- Deliverables 2: Discovery & Design  
(Approved) - 1/13/21
- Deliverable 3: Implementation Plan  
(Approved) – 2/2/21
- Deliverable 5: Custom Solutions Config  
(Approved) – 2/23/21

### Important Activities – February

- Completion of OnBase Installation
- ECM Content Conversion & Integration Configuration
- Deliverable 4: Security, Installation, & Testing Design Review

## Key Dependencies/Assumptions

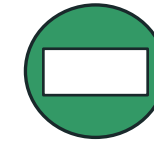
- Keep initial release meaningful, but sized for “success” given short timeline

## ECM Specific Risks & Issues – Program Level

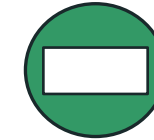
- None at this time

## Team Profile

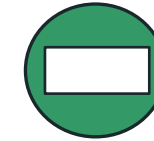
# User Stories: N/A  
# Developers: 2  
# Testers: TBD



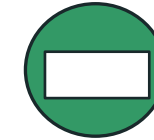
Business Actions



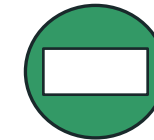
ECM Configuration



ORION Integration



Security / Technology



Scope / Schedule