Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, April 8, 2025
2:30 to 4:00 PM
VIA: Microsoft Teams

Invitees	Representing
Stephen Boley	FLHSMV
Capt. Jason Britt	FLHSMV
Brett Saunders	FLHSMV
Stephanie Cabrera	FLHSMV
TBD	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, March 11, 2025
2:30 to 4:00 PM
VIA: Microsoft Teams

WELCOME AND INTRODUCTIONS

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

  Advisory Board Phase II members present included:

  - Sgt. Derek Joseph
  - Brett Saunders
  - Scott Lunsford
  - Sherri Smith
  - Stephen Boley
  - Stephanie Cabrera

- Additional FLHSMV members included – Catherine Alvarez, Michael Anderson, Elise Batchelor, Stacey Bayyari, Jessica Espinoza, Judy Johnson, Pavel Machado, Ann Naiman, Kelsey Parten, Aundrea Powell, Rachel Ramos, Jonathan Sanford, Corrine Taylor, Catherine Thomas, and Cheryl Walters.
- Visitors included – Joseph Weldon from Accenture, Wyatt Zalatoris with Ernst & Young, and Carl Ford with J Ford Consulting attended. Other visitors included Jonathan Tullis, Leslie Alexander, and Joshua Price.

REVIEW OF MEETING MINUTES

- Rachel Ramos reviewed the meeting minutes from February 11, 2025. No corrections were identified. A motion to approve the minutes was accepted by the board members and the February 11, 2025, meeting minutes were approved.

PHASE II IV&V UPDATE

- Wyatt Zalatoris presented an overview of the IV&V report for Phase II. The overall risk state was red with one open deficiency to report involving human resource management. The project is currently tracking approximately 11.2 days behind schedule. The schedule has been adjusted to be more in line with the capacity of available resources. Ernst & Young will continue to monitor progress for the ability to adhere to the new schedule. The project continued to track on budget. Change Requests continued to follow the established change management process.
- Ernst & Young is also reviewing the sustainability model facet and will report on any findings at the next meeting.

FINANCIAL REVIEW

- There was no financial review at the meeting.

PHASE II PROJECT UPDATE

- Joseph Weldon presented an overview of the ORION Releases and schedule:
  - <u>Release 1 – Motor Vehicle Issuance Inquiry</u> – *October 2023 – Completed*
    - MV Customer Inquiry, Customer Summary and linkage to DLI Customer Summary
  - <u>Release 2 – ORION Pilot</u> – *April 2024 – In Progress*
    - Pilot a subset of ORION transactions and Global Admin functionality to a select group of offices
  - <u>Release 3 – International Fuel Tax Agreement (IFTA) /International Registration Plan (IRP)</u> – *June 2024 – Completed*
    - Celtic IFTA/IRP COTS Product and associated ORION updates
  - <u>Release 4 – ORION Statewide</u> – *April – November 2025*
    - All core MVI and Global functionality
  - <u>Release 5 – Motor Vehicle MyDMV Portal</u> – *Fall 2025*
    - Motor vehicle functionality additions to MyDMV Portal
  - <u>Release 6 – Batch, Back-Office</u> – *April 2026*
    - Remaining ORION back-office functionality and Phase II batch functionality
- He presented a status update for the Phase II project teams. All teams were trending late on development for Milestone U. The team does have the capacity to complete development for Milestone V by the due date. The team is focusing on closing issues related to Release 2e in preparation for that deployment.
  - Risks and issues impacting the teams included:
    - Staffing vacancies – 5 Developers, 10 SEU, 10 LDO vacancies – LDO is in the process of filling 3 of their open positions. SEU is also in the process of filling 3 of their open positions.
    - Titles and Registration refinement (business rule review) behind schedule (impacting having available sprint work) – The team is holding additional refinement sessions and working overtime.
- **Release 2e – ORION Pilot – Critical Path:**
  - Development
  - UAT
  - Third Party Cashier Vendors – The team continued to work with Tax Collector offices to test in Stage with their vendors to prepare for statewide rollout.
  - Security Testing
  - Performance Testing
  - Training – Training is yellow and has been impacted due to scope changes and reliance on Team A to complete demos.
  - User Guides
  - Policy & Procedures – The team is updating the policy and procedures to reflect Phase II ORION updates.

- Mr. Weldon reviewed the Phase II Implementation Transaction Summary below:

Transactions Currently Available in Production			
Title Eligibility Options	Title Transfer – Repossession (RPT)	Duplicate Regular Registration (DRR)	Restore Temporary Transfer (N/A)
Original New Title/Original Used Title (ORT/OUT)	**Salvage Transactions**	Sunscreen Medical Exemption (SME)	
Print Electronic Title (PET)	Certificate of Destruction (DET)	Plate Issued in Error (PIE)	**Renewal Eligibility Options**
Surviving Spouse Transfer (SSP)	Duplicate Certificate of Destruction (DDT)	Specialty Plate Voucher (SPV)	Renewal Regular Registration (RRR)
Transfer Title (TRT)	Correction Certificate of Destruction (CCD)	Bulk/Express Renewal (RRR)	Bulk/Express Renewal (RRR)
Mark Title Sold (SDT)	Lien Holder Response (LHR)	HOV (Original) (HOV)	**Parking Permit Eligibility Options**
Duplicate Title/Duplicate Title w/Lien Activity (DUT/TDL)	Derelict Vehicle Certificate (DVC)	HOV Duplicate (HVD)	Original Parking Permit (OPP)
Modify Title (TMT)	Duplicate Derelict Vehicle Certificate (DDC)	HOV Renewal (HVR)	Subsequent Parking Permit (SPP)
Title Correction (TCT)	**Registration Eligibility Options**	HOV Replacement (HVP)	Duplicate Parking Permit (DPP)
Title Cancellation (CAT)	Original Regular Registration (ORR)	Registration Replacement (RGR)	Parking Permit Cancellation (XPP)
Title Reinstatement (RET)	Recreate Regular Registration (CTR)	Reissue Relinquished Plate (RRP)	Parking Permit Correction (CPP)
Recreate Missing Title (RTT)	License Plate - Front End Plates (FEP) (GHQ Only)	Surrender LP/Cancel Registration (SLR)	Parking Permit Renewal (NPP)
Maintain Vehicle Lien (LMT)	License Plate - Sample Plates (SAM) (GHQ Only)	Transfer Registration Ownership (TRO)	Replacement Parking Permit (RPP)
Off-Highway Decal (OHD)	Renewal Regular Registration (RRR)	Dealer Issue of Temporary Plate (DIT)	Update Authorization (UPP)
Add Wrecker Operator Lien (AWL)	Replacement License Plate/Decal (RLP/RDE)	Reserve Personalized Plate (PLP)	
Satisfy Wrecker Operator Lien (DWL)	Swap Plate (RLP/RDE)	Transfer Registration (TRR)	
	Correct Regular Registration (CRR)	Dealer Temporary Transfer (DTT)	

Transactions Currently Available in Production			
Dealer Eligibility Options	**Fast Track**		
Original - Dealer Registration (ODR)	Express Return Title Stop (RTS) (GHQ Only)		
Renewal Dealer Registration (RDR)	Mark Title Sold (SDT)		
Duplicate Dealer/Transporter Registration (DDR)	Miscellaneous Vehicle Maintenance (MVM)		
Replacement Dealer/Transporter License Plate (RDL)	Surrender LP/Cancel Registration (SLR)		
Correction Dealer/Transporter Registration (CDR)	Renewal Regular Registration (RRR)		
	Title Cancellation (CAT)		
Miscellaneous			
Miscellaneous Vehicle Maintenance (MVM)			

Release 2e – Transaction Scope (24 Mar)			
Title Eligibility Options			
Miscellaneous Revenue Title (MRT)			
Registration Eligibility Options			
Miscellaneous Revenue Registration (MRR)			
Dealer Eligibility Options			
Dealer/Transporter Reg Cancellation (SLR)			
Temporary License Plate for Dealer (TTD)			
Miscellaneous			
Miscellaneous Revenue Bad Check (MRB)			
Fast Track			
Scanner Satisfy Vehicle Liens			

- He then presented an overview of the list of Pilot sites below:
  - Group 2 Pilot Sites:
    - Hillsborough – 03/20
    - Manatee – 15/15, 15/16
    - Brevard County – 19/20
  - Group 3 Pilot Sites:
    - December 3 – Escambia 09/15
    - December 10 – St. Johns 20/06
    - January 14 – Pasco 28/20
    - January 14 – Volusia 08/62
    - January 27 – Leon 13/25
  - Group 4 Pilot Sites:
    - February 4 – Sumter 44/07
    - February 10 – Manatee 15/17
    - February 13 – Regional Office 68/53
    - February 18 – Palm Beach 06/11, 06/19
- **Release 4 – ORION Statewide Rollout – Critical Items:**
  - LPA Circuit Upgrades – Communication sent
  - ORION installed with devices and bins mapped appropriately – Instructions sent
  - Users created in ORION with appropriate roles – Batch program to map FRVIS roles to ORION roles for existing FRVIS users
  - Third Party Cashier Testing complete and MOU updated – Testing with vendors who are part of statewide
  - Develop Statewide Roll-out schedule – Completing updates from Tax Collector feedback
    - The team is aiming to finalize the statewide rollout schedule this week.

ORGANIZATIONAL CHANGE MANAGEMENT UPDATE
- Elise Batchelor stated in support of Phase II, the Organizational Change Management (OCM) team will:
  - Hold Change Champion Network Connects (CCNCs) monthly with 175 Change Champions:
    - Held CCNC on February 19
      - Topics included: Phase II schedule update/scheduling of offices; Preparation for Go-Live; Training update; Q & A
    - Next CCNC is scheduled for March 19
  - Facilitate/assist with Knowledge Transfer (KT) meetings and activities:
    - ISA operational support team members completed all assigned instructor-led training
    - ISA operational support team members are working on Jira and Service Now tickets and attending ICFS stand-ups and bug meetings
    - Technical documentation is complete for current needs
  - Assist with Phase II Tax Collector office testing
  - Assist with Phase II Pilot office installs (completed on February 20)
- Ms. Batchelor overviewed the ICFS Operational Transition Status Report, which is presented at the monthly Executive Steering Committee (ESC) meetings:
  - System Stabilized – *In Progress: 95% (Due end of March/early April)*

> - The System Acceptance document has been completed and is routing for ESC approval.
>   - KT – *In Progress: 90% (Due end of March/early April)*
>   - Operational Readiness – *In Progress: 60% (Due end of March/early April)*
>   - Transition to Operations Complete – *In Progress: 75% (Due end of March/early April)*

STAKEHOLDER OUTREACH
- There was no stakeholder outreach update at the meeting.

Q&A
- Public member Joshua Price requested an update on Mobile DL and TSA implementation.
- Mr. Weldon stated the team is in the process of creating an implementation schedule with a new Mobile DL vendor, Go Validate, which will include the rollout to TSA.

ADJOURNMENT
- Mr. Anderson adjourned the meeting at approximately 2:45 p.m.
- The next Advisory Board Phase II Meeting is scheduled for April 8, 2025.

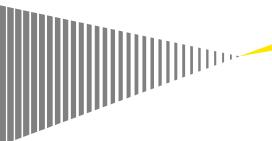***Note: The below handouts were consolidated in a meeting packet and emailed to members:***

MM Advisory Board Phase II Agenda	1 Page
MM Advisory Board Phase II Meeting Minutes (2/11/25)	6 Pages
Phase II IV&V Update	5 Pages
Financial Review	5 Pages
Phase II Project/Implementation Updates	12 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 – February MAR

8 April 2025

EY
Building a better
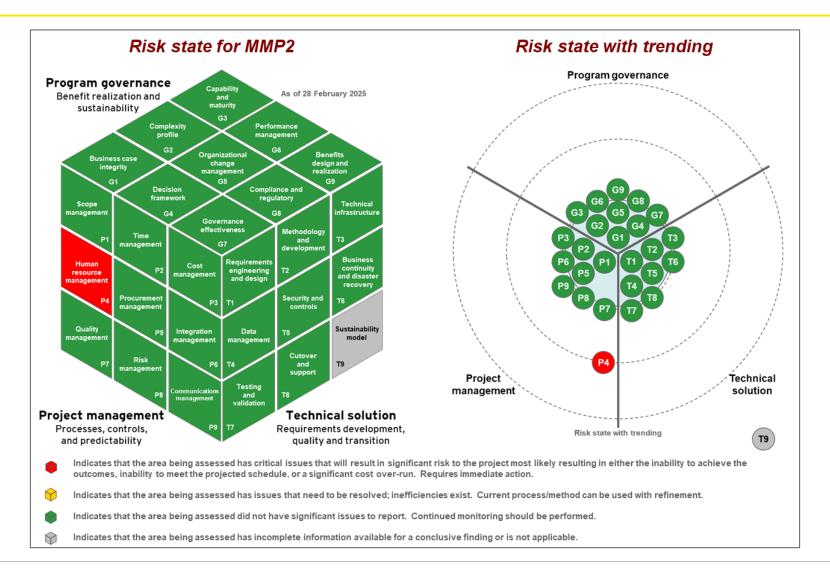working world

Topics for discussion

► General IV&V overview

► Overall risk state and trending

MMP2-IVV-AB Slide Presentation - 20250408   **EY**

General IV&V overview

Key Indicator	IV&V Conclusion	Supporting Points
Is the project approach sound?	Steady ➡	• Overall project risk state is red – critical issues • IV&V has one open deficiency for the project
Is the project on time?	Trending late ➡	• Project is tracking ~10.7 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?	Steady ➡	• Schedule has been adjusted to be more in line with the capacity of available resources • We will continue to monitor the progress over the next few months for the ability to adhere to the new schedule

(IV&V overview is reflective as of the February 2025 MAR)

EY

Overall risk state and trending

MMP2-IVV-AB Slide Presentation - 20250408

EY

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Financial Update Motorist Modernization Phase II
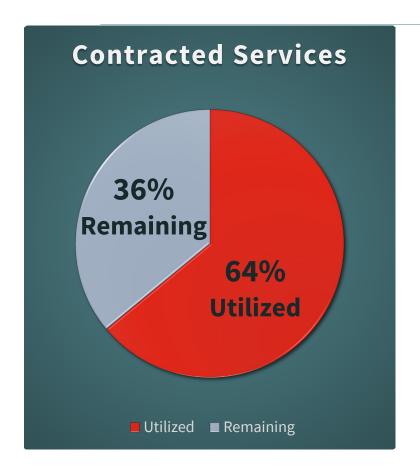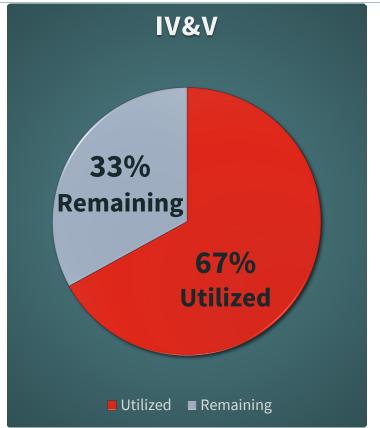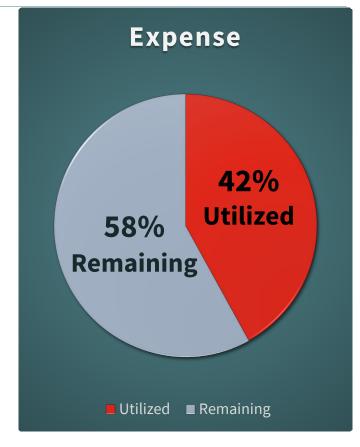
Phase II Fiscal Year 2024-2025 Budget vs Actual Spending

MONTHLY		BUDGET	ACTUAL SPEND	VARIANCE
March 2025 Expenditures		$946,953	$946,111	0%
FISCAL YEAR 2024/2025	**TOTAL BUDGET**	**BUDGET TO DATE**	**ACTUALS TO DATE**	**VARIANCE**
Fiscal Year to Date	$13,199,608	$7,139,853	$7,349,143	0%
Remaining Funds	$5,068,428			

Utilized vs Remaining Budget
as of
March 31, 2025

Contracted Services

36% Remaining

64% Utilized

■ Utilized ■ Remaining

IV&V

33% Remaining

67% Utilized

■ Utilized ■ Remaining

Expense

42% Utilized

58% Remaining

■ Utilized ■ Remaining

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**

Phase II Fiscal Year 2024-2025 Spend Plan Summary

❖ **Contractual Services**
- Support Services (Accenture HSMV-0333-23) — $9,450,000
- IFTA/IRP/Audit (i3 Verticals/Celtic Cross Holdings – HSMV-0286-20) — $847,500
- Enterprise Content Management (Naviant– HSMV-0293-20) — $522,869
- Credential Service Provider/Mobile Driver License (mDL) (Contract has not been awarded) — $400,000
- Staff Augmentation — $615,000

$11,835,369

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

❖ **Expense** — **$1,064,564**

❖ **Total Budget** — **$13,199,608**

General Information	
Project Name	Motorist Modernization Phase II – MyDMV Portal
Change Requested By	Aundrea Powell via Scott Lunsford
Project Sponsor	Robert Kynoch
Date Requested	02/24/2025

Change Request #	55

Change Request Information (completed by the requestor)	

Description:

This change request addresses a specific need from Tax Collectors who will be utilizing the new MV Renewal Issuance API. The enhancement aims to allow the API to support the renewal of customers not only within their own county but also for customers from other counties. This change will ensure that tax collector offices can process renewals regardless of the customer's county, thus streamlining operations and improving service efficiency across the board.

Classification: Medium ☒

Due to the level of classification (Level III) and isolated impact to the schedule/sprint (not on the critical path), total work effort between 6 business days (48 hours) and 10 business days (80 hours), no impact to the milestone schedule, minor scope change(s) and/or minimal impact to budget (<$500, no increase to overall program budget), this change request may be approved by the Program Director in accordance with the MM Phase I Program Management Plan.

Change Request Type:

☒ New (Unplanned/Missed) Work Effort   ☐ Re-work

☐ New (Expanded) Work Effort   ☐ Removal/Archival

Business Need / Justification (completed by the requestor)

Description:

Many citizens reside in one county while working in an adjoining county. Current restrictions prevent citizens from using the online renewal service of a non-residence county for their convenience. Enabling this functionality will provide better customer service to our citizens by reducing emails, phone calls, and in-person transactions. (Input provided by Escambia Co Tax Collector)

Impact Analysis (completed by ISA)

Specific Requirements Definition:

Modify the MV Renewal Issuance API to remove the restriction that limits renewals to customers within their own county which would enable cross-county renewal processing. These updates will also be made to the MV Renewal Service API Specification document.

Completed by: Aundrea Powell

Impact on Schedule:

If deemed critical the recommended time to complete this work is now during Milestone V as the API is currently being developed. This would add 8 additional hours to Milestone V. As a reminder, the Portal team is currently three Milestones behind. This work would be absorbed into the existing Milestones and Master Schedule and would not require any schedule changes.

Completed by: Aundrea Powell

Impact on Cost:

No impact to cost

Impact on Resources:

8 Hrs of impact to resources added to the backlog, as recommended via this CR.

Resource Requirements	Work Effort (Hours)	Cost
Developers	6Hrs	
SEU	1Hr	
BA	1Hr	
Total	**8Hrs.**	

Alternatives to the Requested Change:

Not implementing the change will not allow counties to process other counties' customers when utilizing this MV Renewal Issuance API Service.

Completed by: Aundrea Powell

Outcome

Decision: ☒ Approve   ☐ Reject   ☐ Defer

Comments: Approval to incorporate change during API development.

Approver	Signature	Date
Kristin Green Acting OMM Director, FLHSMV	*Signed by:* Kristin Green 2AC0E9F2810A439...	March 21, 2025
Michael Anderson OMM Program Manager, FLHSMV	*Signed by:* Michael Anderson C311ACEFA366430...	March 24, 2025
Chad Hutchinson Enterprise Architect, FLHSMV	*DocuSigned by:* A5F93A0CCD0B409...	March 21, 2025
Judy Moats OMM Contract & Budget Manager, FLHSMV	*DocuSigned by:* Judy Moats 26279936640A44C...	March 21, 2025
Aundrea Powell OMM Project Manager, FLHSMV	*Signed by:* Aundrea Powell 7A9A177E4039436...	March 25, 2025
Joe Weldon OMM Project Manager, Accenture	*Signed by:* Joseph Weldon D4E93E058F12460...	March 23, 2025
Thomas Wilson Product Owner, FLHSMV	*Signed by:* Thomas Wilson 84C518275DE24B4...	March 21, 2025
Suzanne Roberson Product Owner, FLHSMV	*Signed by:* Suzanne Roberson 1DCBE31DE920406...	March 25, 2025

Motorist Modernization Phase II
Advisory Board

APRIL 8, 2025

ORION Releases

- **Release 1 – <u>Motor Vehicle Issuance Inquiry</u> – *Oct 2023 - Completed***
  - MV Customer Inquiry, Customer Summary and linkage to DLI Customer Summary
- **Release 2 - <u>ORION Pilot</u> – *Apr 2024 – In Progress***
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- **Release 3 – <u>International Fuel Tax Agreement (IFTA) /International Registration Plan (IRP)</u> – *June 2024 - Completed***
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  - All core MVI and Global functionality
- **Release 5 – <u>Motor Vehicle MyDMV Portal</u> – *Fall 2025***
  - Motor vehicle functionality additions to MyDMV Portal
- **Release 6 - <u>Batch, Back-Office</u> – *Apr 2026***
  - Remaining ORION back-office functionality and Phase II batch functionality

Overall Status

Team	Updates	Development	Testing	UAT	Training	User Guides
Titles & Registration	**Total: 104 functional areas** **Build Complete: 100** **Build In Progress: 4** **Build Late: 2**	🟡 ↔	🟢 ↔	🟢 ↔	🟢 ↔	🟢 ↔
MV Globals	**Total: 63 functional areas** **Build Complete: 47** **Build In Progress: 7** **Build Late: 11**	🟡 ↔	🟢 ↔	🟢 ↔	🟢 ↔	🟢 ↔
Portal/Fleet	**Total: 43 functional areas** **Build Complete: 25** **Build In Progress: 5** **Build Late: 11**	🟡 ↔	🟢 ↔	🟢 ↔	🟢 ↔	🟢 ↔

Risks & Issues Impacting Teams & Remediation

- *Staffing Vacancies (5 Developer Vacancies, 10 SEU Vacancies, 10 LDO Vacancies) – LDO in process of filling 3 of their open positions, SEU in the process of filling 3 of their open positions*
- *Titles and Registration refinement (business rule review) behind schedule (impacting having available sprint work) – Team holding additional refinement sessions and working OT*

Phase II Implementation – Schedule – Transaction Summary

Transactions Currently Available in Production			
Title Eligibility Options	Miscellaneous Revenue Title (MRT)	Miscellaneous Revenue Registration (MRR)	Dealer Temporary Transfer (DTT)
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Title Transfer – Repossession (RPT)	Correct Regular Registration (CRR)	Transfer Registration (TRR)	Miscellaneous Vehicle Maintenance (MVM)

FLHSMV · ORION ONLINE REGISTRATION AND IDENTITY OPERATING NETWORK

Phase II Implementation – Schedule – Transaction Summary

Transactions Currently Available in Production		Scanning Release – Transaction Scope (23 Apr)	
Dealer Eligibility Options		**Miscellaneous**	
Dealer/Transporter Reg Cancellation (SLR)		Clear Insufficient Funds (MRB)	
Temporary License Plate for Dealer (TTD)		Miscellaneous Revenue Bad Check (MRB)	
Fast Track		**Registration Eligibility Options**	
Express Return Title Stop (RTS) (GHQ Only)		Renew Dealer Registration (RDR)	
Mark Title Sold (SDT)			
Miscellaneous Vehicle Maintenance (MVM)			
Surrender LP/Cancel Registration (SLR)			
Renewal Regular Registration (RRR)			
Title Cancellation (CAT)			
Scanner Satisfy Vehicle Liens			

Release 4 – ORION Statewide Roll-out – Critical Items

- 🟢 ▪ **LPA Circuit Upgrades**

  - ▪ **Communication sent**

- 🟢 ▪ **ORION Installed with Devices and Bins mapped appropriately**

  - ▪ **Instructions sent; will validate readiness as part of Readiness Checks**

- 🟢 ▪ **Users Created in ORION with appropriate roles**

  - ▪ **Batch program to map FRVIS roles to ORION roles for existing FRVIS users – plan to run monthly**

- 🟡 ▪ **3rd Party Cashier Testing Complete and MOU Updated**

  - ▪ **Testing with vendors who are part of statewide**

  - ▪ **11 agencies (LPAs) need to request access to test or validate they are going to use ORION cashiering**

- 🟢 ▪ **Finalize Statewide Rollout Schedule**

  - ▪ **All counties finalized except Osceola County**

Release 4 – ORION Statewide Roll-out – Critical Items (Continued)

- **Training**
  - Launched portion of Release 2e on 18 March
- **User Guides**
  - Finalizing Final User Guide
- **Policy and Procedures**
  - Policy & Procedure Group plan to complete by 25 April
- **MV Renewal API – included in Release 5 – Portal Release (Sep 2025)**
  - Updated specs sent 17 March
  - Met with Tax Collectors on 19 March to review testing/certification approach– can begin testing 1 May
- **Bulk API – included in Release 5 – Portal Release (Sep 2025)**
  - Updated specification sent 17 March
  - Met with LPAs on 28 March to discuss API and testing/certification approach– can begin testing 1 July
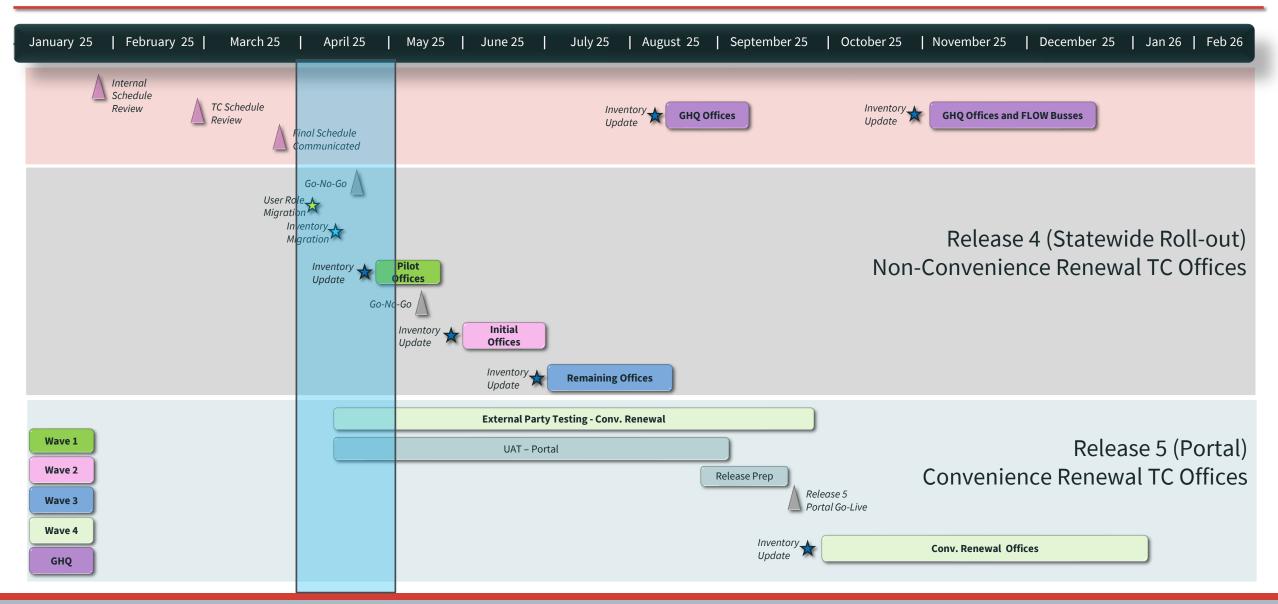
Phase II Implementation – Schedule – Office Migration Key Points

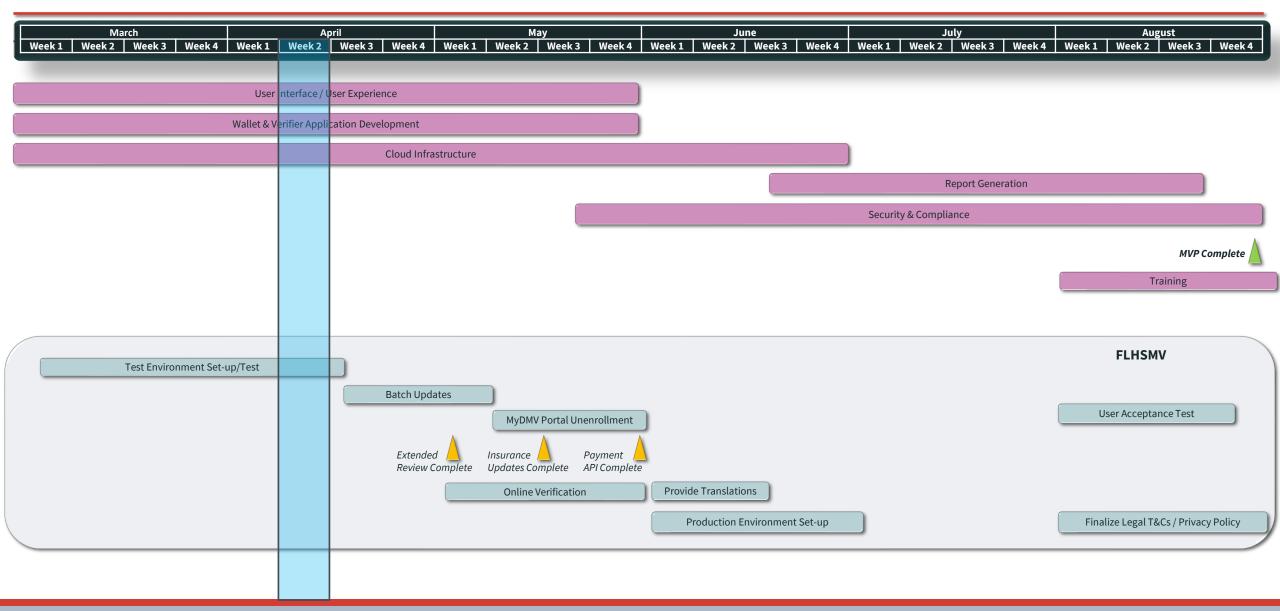|		Migration Activities		
When	**What**	**Details**		**Who**
Beginning of Statewide Rollout period* *Can be rerun if new roles are added	Migration of **User Roles**	The batch job will get all FRVIS users that have logged in during the past 30 days. If the user exists in ORION, the ORION user will be updated with identified roles. New users AFTER the migration job is run will follow normal request process.		OMM Team Motorist Services TC Office Representative(s)
Beginning of Statewide Rollout period During the 15 days of Migration Date	Migration of Inventory to **ORION Bins**	Initial run is to support the assignment of bins to workstation by TC office. Update runs will continue to update any differences and verify bins have the proper inventory.		OMM Team Motorist Services TC Office Representative(s)
End of Day prior to Migration Date	**Disable FRVIS** Transactional activity	Verify FRVIS access is limited		OMM Team FRVIS Team TC Office Representative(s)

Migration Day**
 	
** MVI Enablement may be done on the night prior
	Enable MVI for each office	Move the Office(s) into the Production Office Group and Remove MV Inquiry Flag
		TC Users verify functionality
		  1. User Access
		  2. Verify Inventory
		  3. Key Transactions
		  4. Title Printer
				OMM Team
				Business Apps Team
				TC Office Representative(s)

Ongoing by all teams	Migration **Support**	Provide support procedures and assistance
		  1. Migration Team (Assist in verification/Assistance routing)
		  2. Office Mgt. Team (Verify procedures/roles/hardware)
		  3. Field Support (Functional)
		  4. ISA – Platforms/TAC (Workstation / Printer Installs and troubleshooting)
		  5. MS (Users/Inventory)
		  6. OMM Team (Investigation support)
				OMM Team
				Motorist Services
				ISA Teams
				TC Office Representative(s)

Phase II Implementation – Statewide roll-out Overview

January 25 | February 25 | March 25 | April 25 | May 25 | June 25 | July 25 | August 25 | September 25 | October 25 | November 25 | December 25 | Jan 26 | Feb 26

Internal Schedule Review

TC Schedule Review

Final Schedule Communicated

Inventory Update — **GHQ Offices**

Inventory Update — **GHQ Offices and FLOW Busses**

Go-No-Go

User Role Migration

Inventory Migration

Inventory Update — **Pilot Offices**

Go-No-Go

Inventory Update — **Initial Offices**

Inventory Update — **Remaining Offices**

Release 4 (Statewide Roll-out)
Non-Convenience Renewal TC Offices

External Party Testing - Conv. Renewal

UAT – Portal

Release Prep

Release 5 Portal Go-Live

Inventory Update — **Conv. Renewal Offices**

Release 5 (Portal)
Convenience Renewal TC Offices

Wave 1

Wave 2

Wave 3

Wave 4

GHQ

Florida Smart Wallet – GoValidate Timeline – 6 Month View

ORION Phase II – Organizational Change Management (OCM)

In support of Phase II, the OCM team will:

- Hold **Change Champion Network Connects** with 173 Change Champions
  - Held CCNC March 19
    - Topics: Roles; Checklist; MVI-Inquiry; Q & A
  - Next CCNC April 16
    - Topics: Policy & Procedures; Training; Go-Live support; Checklist; Q & A

- Facilitate/assist **Knowledge Transfer** (KT) meetings and activities
  - ICFS KT complete
  - Strategic planning session for MVI KT 04/07

- Assist with statewide **Go-Live preparations**
  - Readiness checklist
  - FSC prep calls
  - Communications/FAQs

- Assist with Phase II **Tax Collector office testing**