Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, April 14, 2020
2:30 to 4:00 PM
VIA: GoToMeeting

Invitees	Representing
Stephen Boley	FLHSMV
Lt. Jason Britt	FLHSMV
Diane Buck	FLHSMV
Jay Levenstein	FLHSMV
Steve Burch	FLHSMV
Lisa Cullen	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

- Stakeholder Outreach Update

- MM Phase II Program Update

  o Financial Review

  o Project Updates

- Communications Update

- Q&A

- Adjourn

Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, March 10, 2020
2:30 to 4:00 PM
Neil Kirkman Building, Conference Room B-202
2900 Apalachee Parkway, Tallahassee Florida 32399

WELCOME AND INTRODUCTIONS

- The meeting was called to order at 2:30 p.m. Terrence Samuel 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 (phone)
  - Diane Buck   FLHSMV (absent)
  - Jay Levenstein   FLHSMV (phone)
  - Lisa Cullen   Florida Tax Collectors
  - Sherri Smith   Florida Tax Collectors (phone)
  - Sgt. Derek Joseph   Law Enforcement (phone)
  - Steve Burch   FLHSMV
  - Stephen Boley   FLHSMV (absent)

- Additional FLHSMV members present included – Kristin Green, Terrence Samuel, Stacey Bayyari, Koral Griggs, Felecia Ford, Chad Hutchinson, Rachel Graham, Craig Benner, Jessica Espinoza, Laura Freeman, and Judy Johnson.
- Visitors present included – Gary Didio with Ernst & Young. Nathan Johnson, and Michelle McGinley from Accenture. Denise Smith from Florida Auto Tag Agencies, Carl Ford from J Ford Consulting, Sylvia Talevich with Young Qualls, and Scott Lunsford with Florida Tax Collectors.

REVIEW OF MEETING MINUTES

- Rachel Graham reviewed the meeting minutes from February 11, 2020. No corrections were identified. A motion to approve the minutes was accepted by the board members and the February 11, 2020, meeting minutes were approved.

IV&V UPDATE

- Gary Didio presented an IV&V update for Phase II. The overall risk state was green. There were no open deficiencies to report and no new facets were reviewed. The Schedule Performance Index (SPI) was .965. 13 of 1,446 total tasks were late. The program completion date is projected to be 241.0 days late.

STAKEHOLDER OUTREACH

- Terrence Samuel stated the team plans to schedule focus group meetings in the future. He continued by stating how the team is also working towards scheduling follow-up meetings with the license plate agencies.

FINANCIAL REVIEW

- There was no financial review at the meeting.

PHASE II PROJECT UPDATE

- Nathan Johnson presented the Stoplight Report for Phase II development teams. He continued explaining each team and their current positions in the development process. Mr. Johnson further explained how the team is working overtime to ensure the progression of development.
- Carl Ford asked how the team is defining Portal Fleet? He also asked if fleet means vehicles that receive green plates or if it is something different?
- Judy Johnson stated it is both, but they are different than just green plates.
- Mr. Ford also asked when the next LPA meeting would be?
- Terrence Samuel stated that the team was working on finding a time and location for this meeting, with the earliest possible time being in May 2020.

COMMUNICATIONS UPDATE

- There was no communications update at the meeting.

Q&A

- Lisa Cullen asked if she should pursue adding an additional SME to each team?
- Mr. Samuel stated he would rather focus on adding additional members to focus group meetings.

ADJOURNMENT

- Mr. Samuel adjourned the meeting at approximately 2:49 p.m.
- The next Advisory Board Phase II Meeting is scheduled for April 14, 2020.

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 (02/11/20)	3 Pages
MM Phase II IV&V Update	30 Pages
MM Phase I/II Financials	7 Pages
Phase II Traffic Light Report	1 Page

FLHSMV OCM Team Summary – Phase II

ORI⬡N
ONLINE REGISTRATION AND
IDENTITY OPERATING NETWORK

Strategy

Planning
- Engagement Plans
- Change Champion Kickoff

Implement Change
- DAS
- FHP
- ISA
- MS
- OED

Measure & Evaluate
- Readiness Survey

Key Risks and Issues

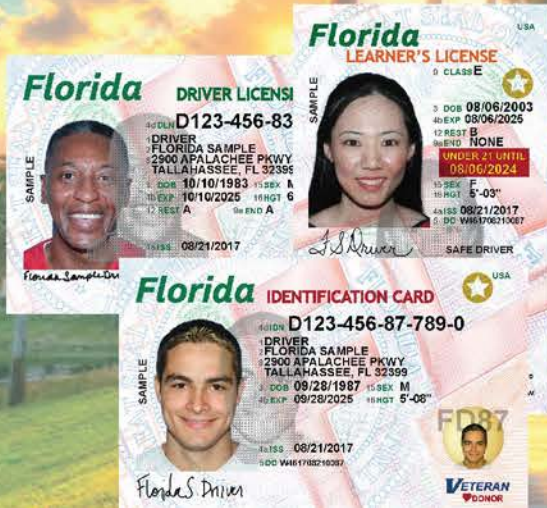- *No identified Risks or Issues at this time*

SUMMARY & HIGHLIGHTS

None

Tasks In Progress

- Drafting OCM schedule
- Identifying Risks and Issues
- Reviewed Accenture DED 17

Report: April 14, 2020

Motorist Modernization Financials

MARCH 30, 2020
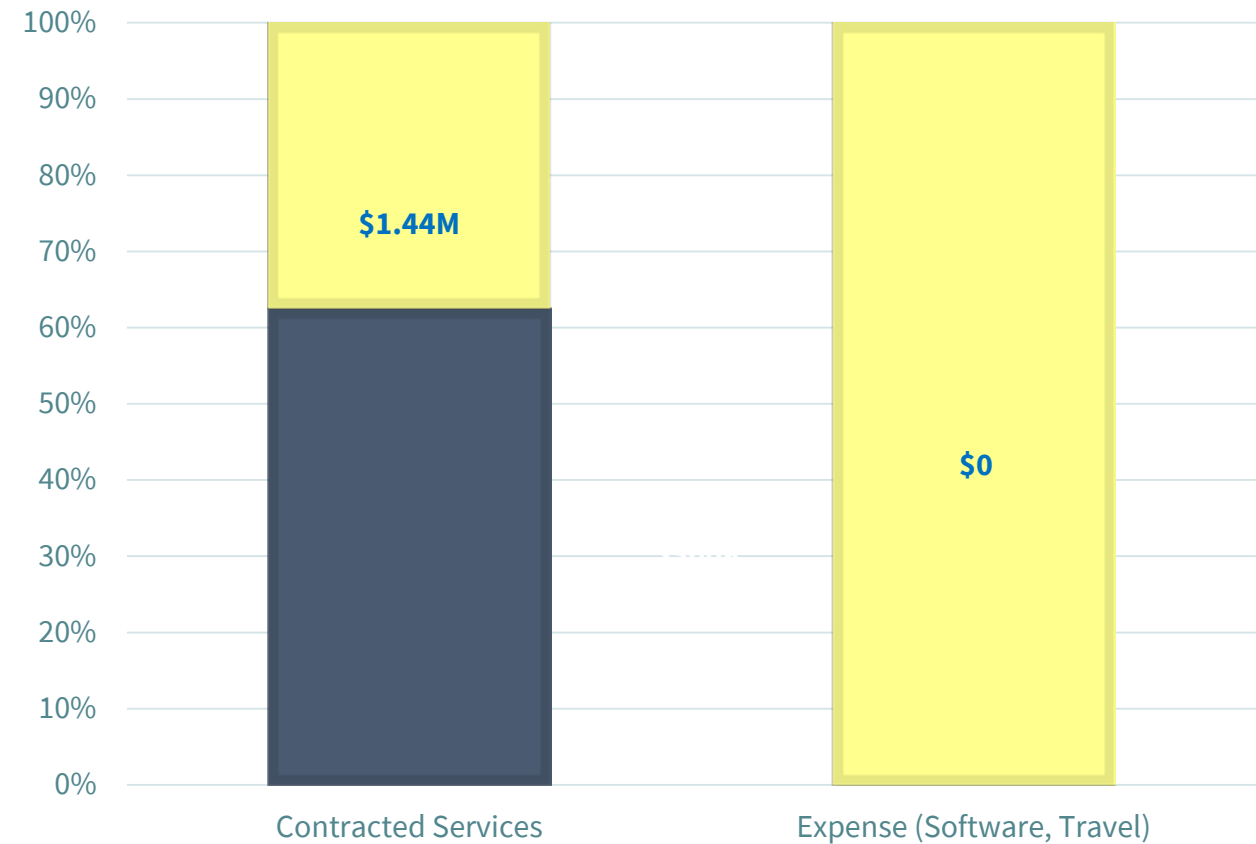
Phase I
Total Project

LBR Requests - Updated

Fiscal Year	Total Request	Contracted Services	IV&V Services	Expense (Software, Travel, etc.)	OCO
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	$ -
Total	$ 37,329,355	$ 32,678,267	$ 2,536,306	$ 1,745,667	$ 64,541

BUDGET: $2,323,620

- $20,000
- $0
- $2,303,620
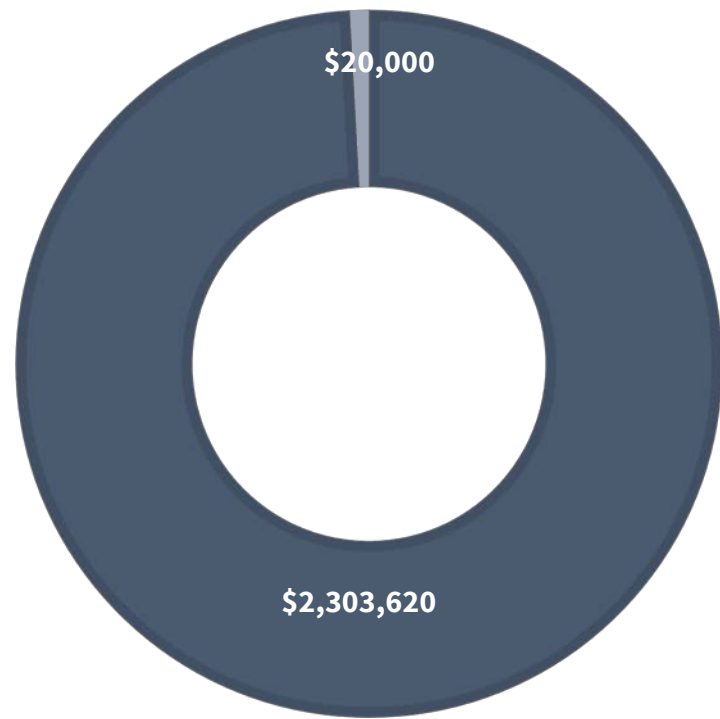
■ Contracted Services ■ Expense (Software, Travel)

ACTUALS: $1,440,000

- $1.44M
- $0

■ Remaining

Budget and Actuals: Current Fiscal Year through March 2020

Budget and Actuals

Phase I Overview

Description	Budget Total	Actuals to Date	Variance
Fiscal Year 2019-2020 Total Funding	$2,323,620		
Fiscal Year to Date	$1,440,000	$1,440,000	0%
Month to Date (March 2020)	$160,000	$160,000	0%
Remaining Funds	$883,620		

Phase II
Total Project

LBR Requests

Fiscal Year	Total Request	Contracted Services	IV&V Services	Expense	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	$7,377,440	$6,689,200	$423,240	$232,000	$33,000
2022-2023	$4,408,260	$3,781,020	$423,240	$200,000	$4,000
Total	$44,574,480	$35,833,340	$2,473,390	$6,146,050	$121,700

BUDGET: $13,742,200

- $33,000
- $3,570,000
- $423,240
- $9,715,960

Contracted Services   IV&V Services   Expense (Software, Travel)   OCO

ACTUALS: $5,703,894

- Contracted Services: $5.35M
- IV&V Services: $317K
- Expense (Software, Travel): $0
- OCO: $33K
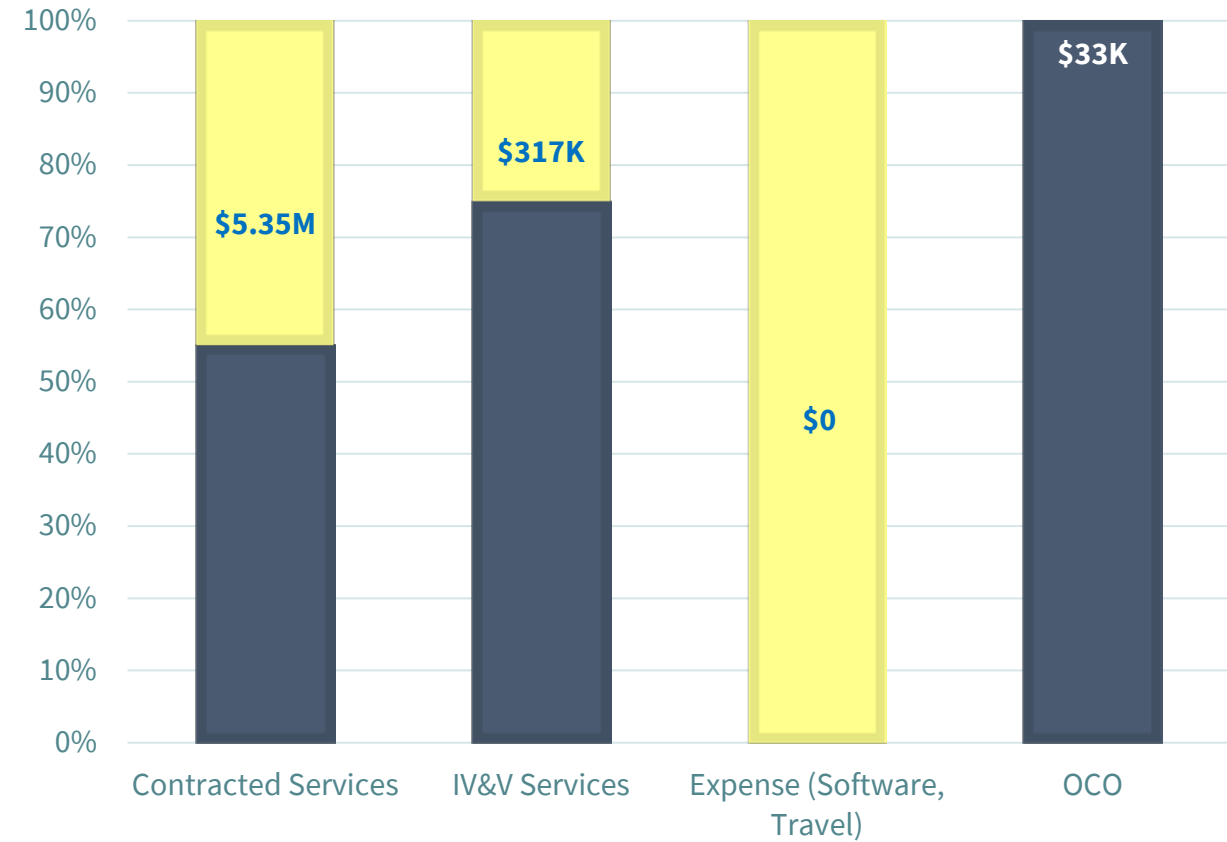
Remaining

Budget and Actuals: Current Fiscal Year through March 2020
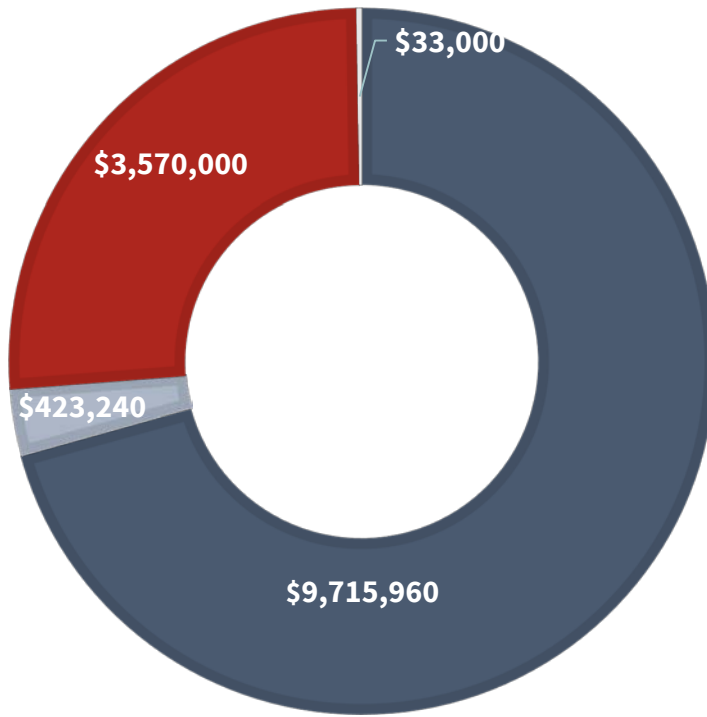
Budget and Actuals

Overview

Description	Budget Total	Actuals to Date	Variance
Fiscal Year 2019-2020 Total Funding	$13,742,200		
Fiscal Year to Date	$5,703,894	$5,703,894	0.00%
Month to Date (March 2020)	$579,078	$579,078	0.00%
Remaining Funds	$8,038,306		

Motorist Modernization Program Phase II (MMP2)

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

Independent verification and validation (IV&V)
Monthly Assessment Report Summary
February 2020

30 March 2020
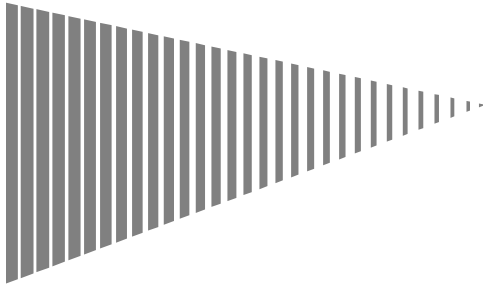
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Topics for discussion

► General IV&V overview

► Overall risk state and trending

► Project complete date slippage

► Schedule variance

► Project budget

► Summary of changes

► Upcoming IV&V activities

► Supporting information

Data contained in this MAR is as of 29 February 2020

General IV&V overview

There are no open IV&V deficiencies

- No additional facets reviewed since the last report
- No new deficiencies identified since the last report
- No new process improvement recommendations identified since the last report

The MMP2 Program is within established schedule performance thresholds

- The SPI is 0.999 and the overall trend is *increasing*
- 3 of 1,609 total tasks (0.19%) contained in the project schedule are late
- 0 of 74 total tasks (0.00%) for the current period are late
- SV is currently -45.4 hours and the overall trend is *decreasing*
- TSPI is 1.039 and the overall trend is *decreasing*

The MMP2 Program is within established cost performance thresholds

- The CPI is 1.000 and the overall trend is steady
- The Program is currently on budget based on provided budget and spending information

The MMP2 Program is behind schedule

- The Program completion date is forecast to be 04 December 2023, 4.0 days late
- Future milestones are projected to be completed behind schedule
- The overall trend for time the project is behind schedule is *decreasing*

Overall risk state and trending

Risk state for MMP2

As of 29 February 2020

Program governance
Benefit realization and sustainability

Capability and maturity — G3
Complexity profile — G2
Performance management — G6
Business case integrity — G1
Organizational change management — G5
Benefits design and realization — G9
Scope management — P1
Decision framework — G4
Compliance and regulatory — G8
Technical infrastructure — T3
Time management — P2
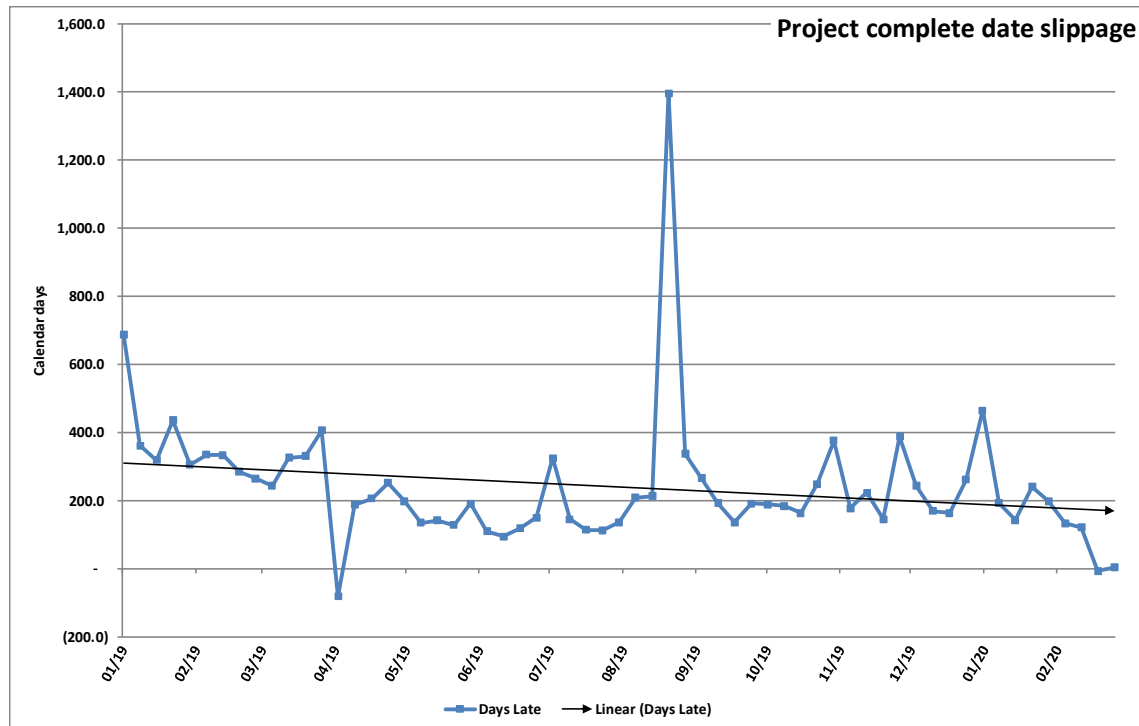Governance effectiveness — G7
Methodology and development — T2
Human resource management — P4
Cost management — P3
Requirements engineering and design — T1
Business continuity and disaster recovery — T6
Procurement management — P5
Security and controls — T5
Quality management — P7
Integration management — P6
Data management — T4
Sustainability model — T9
Risk management — P8
Cutover and support — T8
Communications management — P9
Testing and validation — T7

Project management
Processes, controls, and predictability

Technical solution
Requirements development, quality and transition

Risk state with trending

Program governance

G9, G6, G3, G5, G8, G2, G1, G4, G7, P2, P3, T2, P6, P1, T1, P5, T3, P9, P4, P8, P7

Project management

Technical solution

Risk state with trending

T4, T5, T6, T7, T8, T9

- 🟥 Indicates that the area being assessed has critical issues that will result in significant risk to the project most likely resulting in either the inability to achieve the outcomes, inability to meet the projected schedule, or a significant cost over-run. Requires immediate action.

- 🟨 Indicates that the area being assessed has issues that need to be resolved; inefficiencies exist. Current process/method can be used with refinement.

- 🟩 Indicates that the area being assessed did not have significant issues to report. Continued monitoring should be performed.

- ⬜ Indicates that the area being assessed has incomplete information available for a conclusive finding or is not applicable.

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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:
  - The Program completion date is forecast to be 04 December 2023, 4.0 days late.
  - The overall trend for time the project is behind schedule is *decreasing*.
- Conclusions:
  - Revised baseline implemented with MM Phase II MASTER Program Schedule v110.1 (CR10 and CR11-Baseline1)
  - The MMP2 Project is behind schedule

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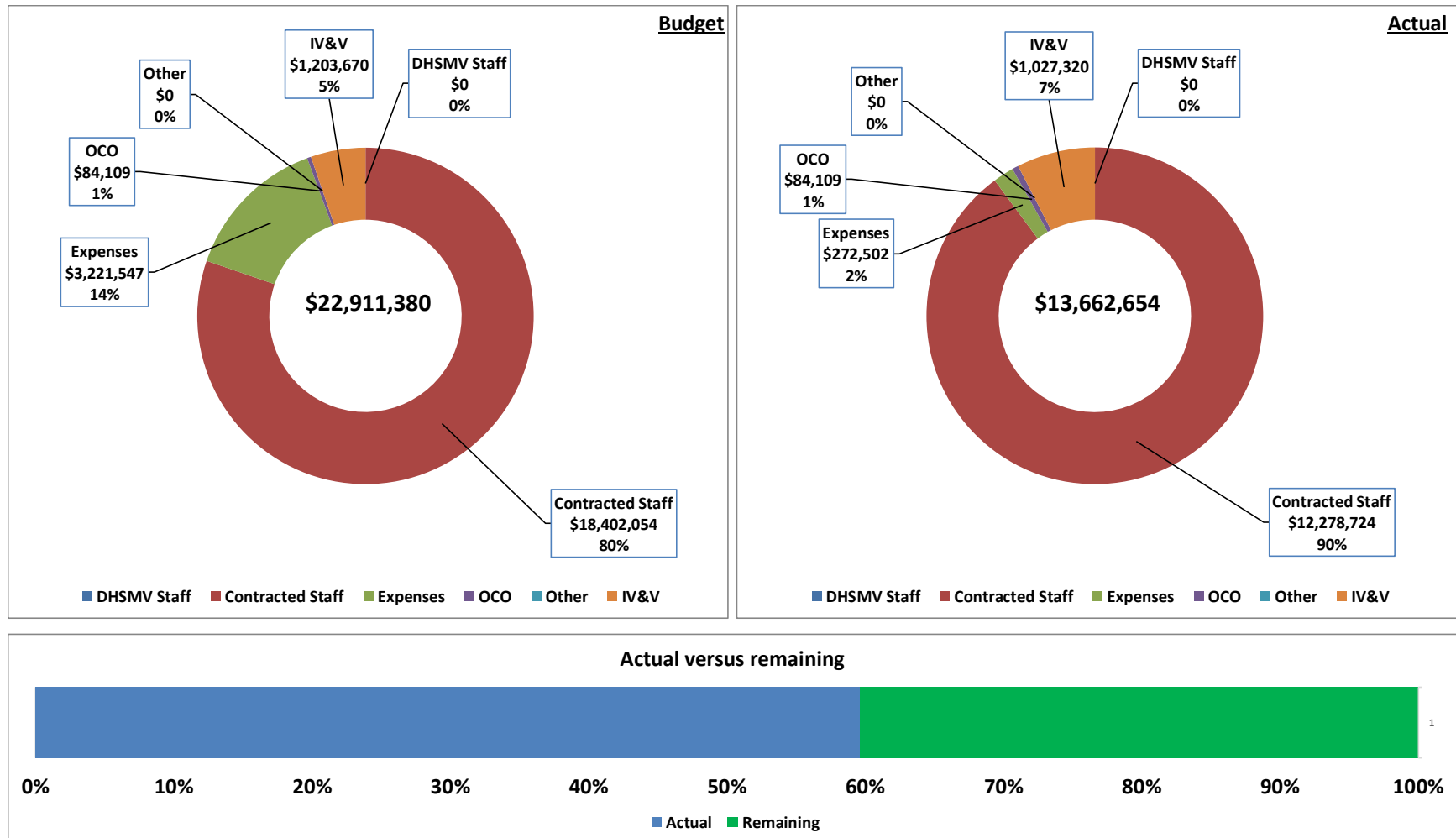
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Schedule variance
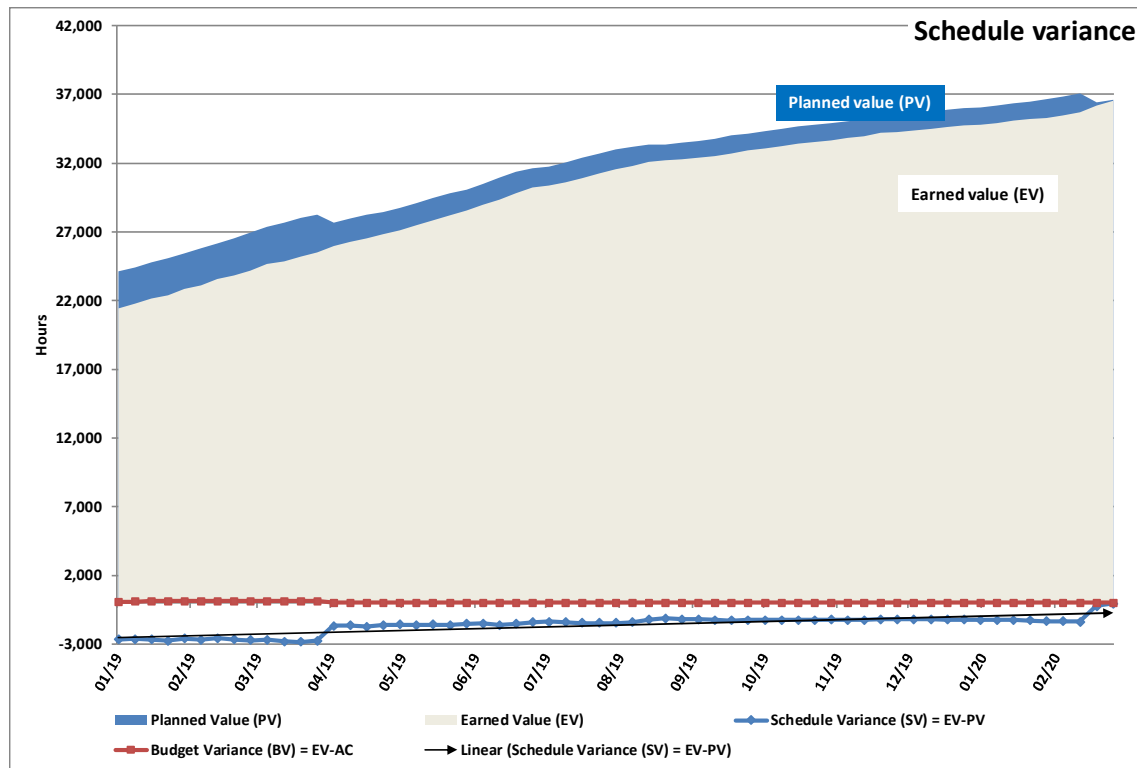
- This chart shows the cumulative planned value (PV) and earned value (EV) for the project.
- Summary:
  - Total EV is less than PV, indicating there is scheduled work that is not being completed as scheduled.
  - The total amount of work not completed as scheduled is 45.4 hours.
  - The total amount of work not completed is **decreasing**.
- Conclusions:
  - Revised baseline implemented with MM Phase II MASTER Program Schedule v110.1 (CR10 and CR11-Baseline1)
  - The MMP2 Project is 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.

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Project budget

Budget

Other $0 0%	IV&V $1,203,670 5%
OCO $84,109 1%	DHSMV Staff $0 0%
Expenses $3,221,547 14%	

$22,911,380

Contracted Staff $18,402,054 80%

■ DHSMV Staff ■ Contracted Staff ■ Expenses ■ OCO ■ Other ■ IV&V

Actual

Other $0 0%	IV&V $1,027,320 7%
OCO $84,109 1%	DHSMV Staff $0 0%
Expenses $272,502 2%	

$13,662,654

Contracted Staff $12,278,724 90%

■ DHSMV Staff ■ Contracted Staff ■ Expenses ■ OCO ■ Other ■ IV&V

Actual versus remaining

0%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%

■ Actual ■ Remaining

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Summary of changes

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

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Upcoming IV&V activities

► Participate in IV&V and Program meetings

► Review draft and final MMP2 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 2019 (IVV-302AS)	08/14/2019	08/29/2019	08/29/2019	► Complete
MAR – Aug 2019 (IVV-302AT)	09/16/2019	10/01/2019	10/01/2019	► Complete
MAR – Sep 2019 (IVV-302AU)	10/14/2019	10/29/2019	10/28/2019	► Complete
MAR – Oct 2019 (IVV-302AV)	11/14/2019	12/03/2019	11/29/2019	► Complete
MAR – Nov 2019 (IVV-302AW)	12/13/2019	12/31/2019	12/30/2019	► Complete
MAR – Dec 2019 (IVV-302AX)	01/15/2020	01/31/2020	01/31/2020	► Complete
MAR – Jan 2020 (IVV-302AY)	02/14/2020	03/02/2020	03/02/2020	► Complete
MAR – Feb 2020 (IVV-302AZ)	03/13/2020	03/30/2020	03/30/2020	► Complete
MAR – Mar 2020 (IVV-302BA)	04/14/2020	04/29/2020		
MAR – Apr 2020 (IVV-302BB)	05/14/2020	06/01/2020		
MAR – May 2020 (IVV-302BC)	06/12/2020	06/29/2020		
MAR – Jun 2020 (IVV-302BD)	07/15/2020	07/30/2020		

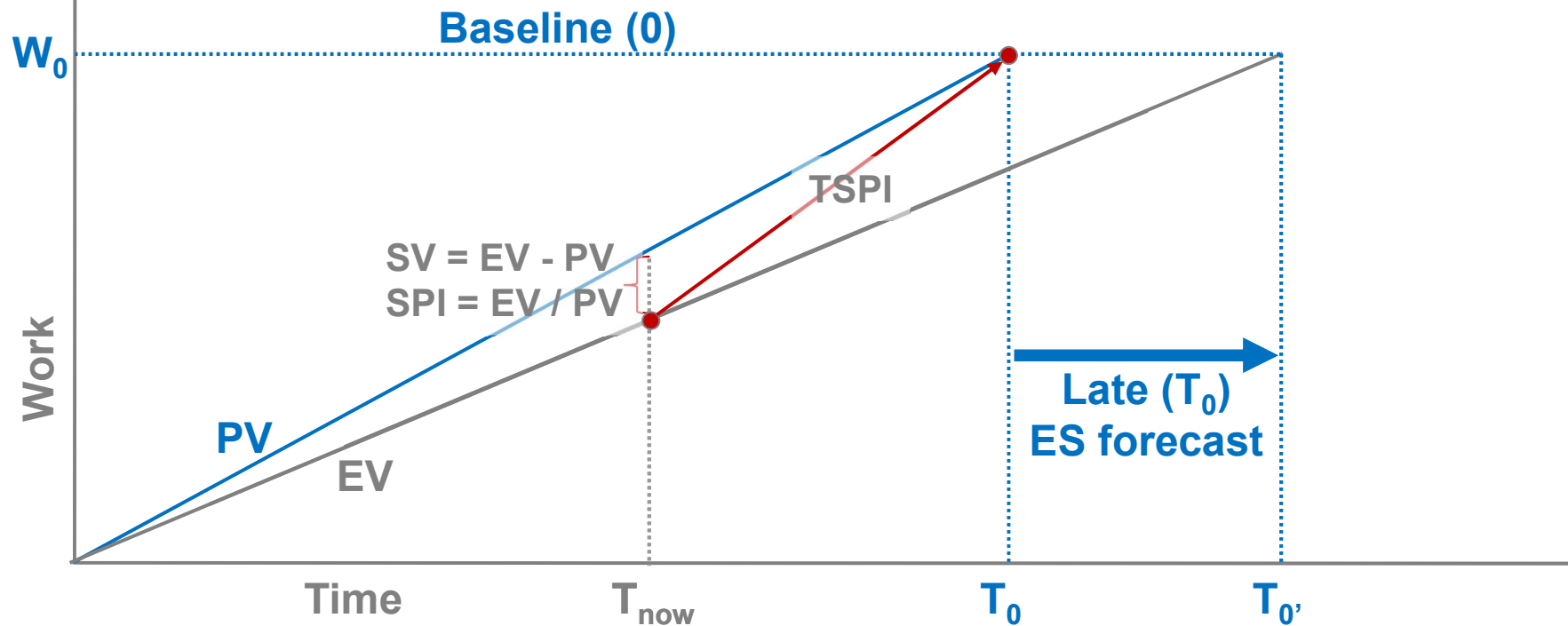MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

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Supporting information

- ► EVM basics
- ► Key indicators
- ► IV&V ratings summary
- ► Status of key deficiency recommendations
- ► Open deficiencies and recommendations
- ► Process improvement recommendations
- ► Schedule and cost performance
- ► Project milestone dates
- ► Late tasks
- ► Project schedule quality
- ► Project budget

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EVM basics

PV   Planned Value – work scheduled to be accomplished (hours)
EV   Earned Value – value of the work performed (hours)
SV   Schedule Variance – difference between EV and PV (+/- hours)
SPI   Schedule Performance Index – a measure of schedule efficiency (ratio)
TSPI To complete SPI – required future schedule efficiency (ratio)
ES   Earned Schedule – Used to forecast future milestone completion dates

Baseline (0)

W_0

TSPI

$SV = EV - PV$
$SPI = EV / PV$

Work

PV

EV

Late (T_0)
ES forecast

Time T_{now} T_0 $T_{0'}$

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 MMP2 Program is within established schedule performance thresholds. 　► The completion date is forecast to be 04 December 2023, 4.0 days late 　► The SPI is 0.999 and the overall trend is ***increasing*** 　► 3 of 1,601 total tasks (0.19%) contained in the project schedule are late 　► SV is currently -45.4 hours and the overall trend is ***decreasing*** 　► TSPI is 1.001 and the overall trend is ***decreasing***
Is the project on budget?	Yes	► The MMP2 Program is within established cost performance thresholds. 　► The CPI is 1.000 and the overall trend is ***steady***. 　► 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 MMP2 Program is within the scope of the project as defined in the Schedule IV-B Feasibility Study. ► Additional change requests are reviewed and approved based on the established change management process.
What are the project's future risks?	Unknown	► The MMP2 Program Team has satisfactorily addressed all deficiencies identified by the IV&V team.
Are the project's risks increasing or decreasing?	Steady	► The MMP2 Program Team has satisfactorily addressed all deficiencies identified by the IV&V team.
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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IV&V ratings summary
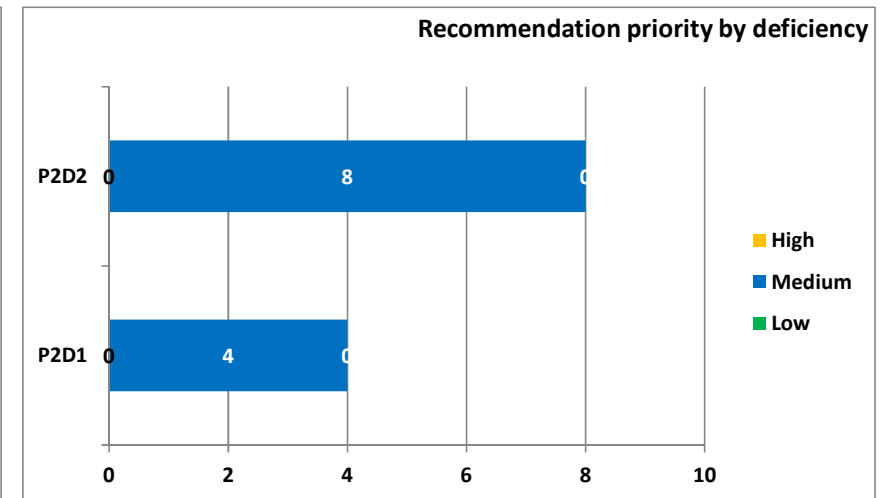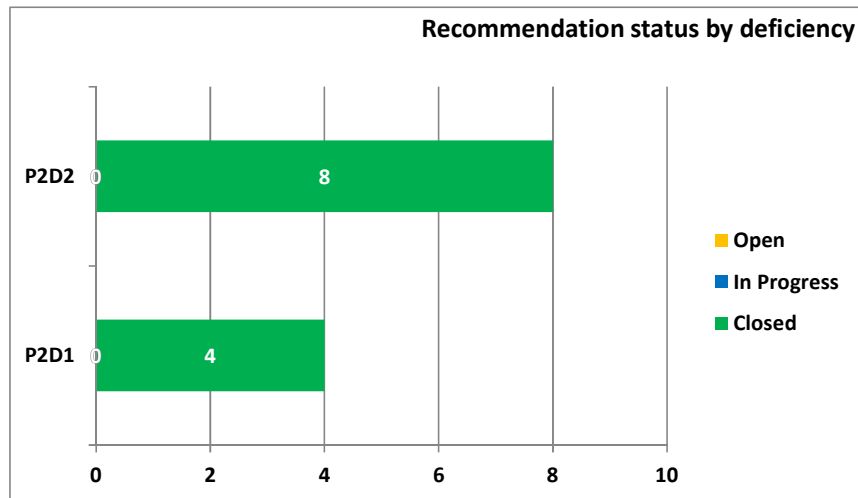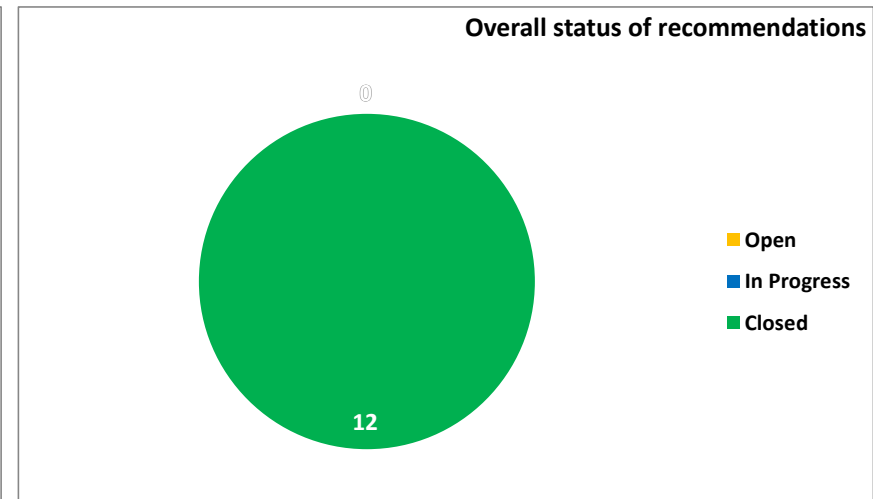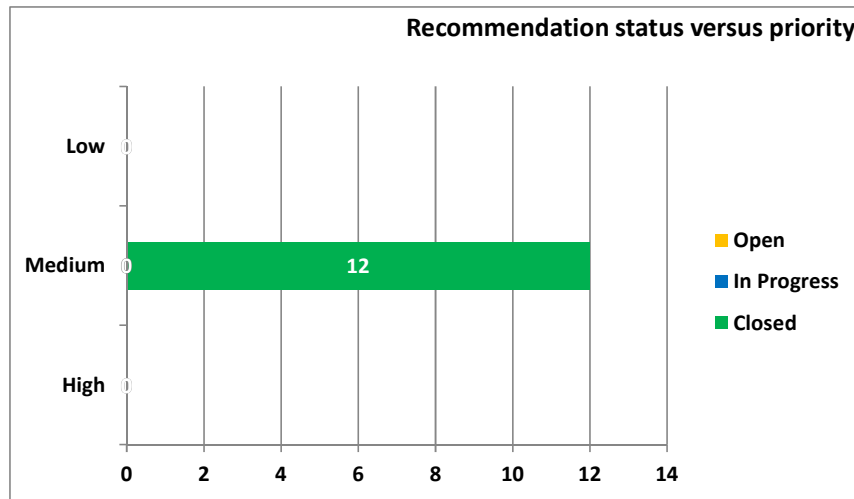

IV&V ratings summary

Supporting information
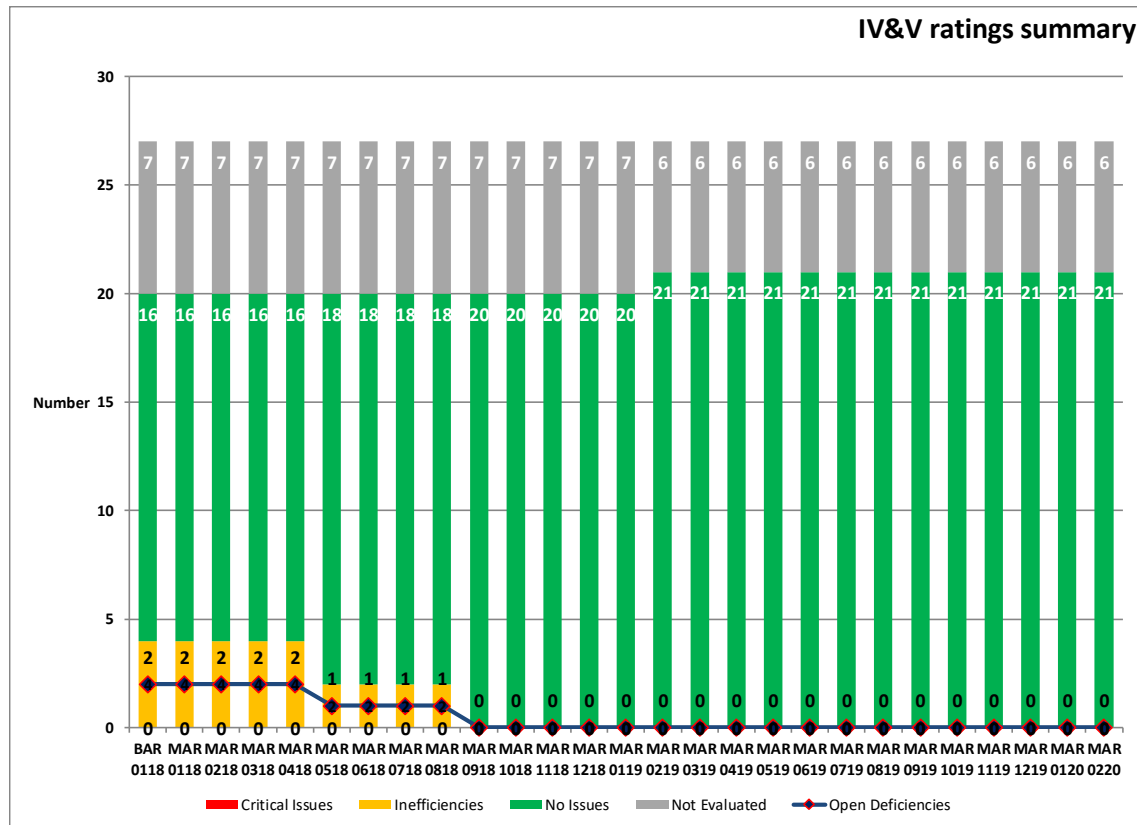
- This chart shows a summary of the IV&V cube facet ratings (red, amber, green and gray), and open deficiencies.
- Facet risk rating totals are as follows:
  - Red (critical issues): 0
  - Amber (issues): 0
  - Green (no issues): 21
  - Gray (not evaluated): 6
- Open deficiencies: 0
- Conclusions:
  - The MM Program Team has satisfactorily addressed all deficiencies identified by the IV&V team.

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Status of key deficiency recommendations

Recommendation status versus priority

Low: 0
Medium: 12
High: 0

Legend: Open, In Progress, Closed

Overall status of recommendations

0
12

Legend: Open, In Progress, Closed

Recommendation status by deficiency

P2D2: 8
P2D1: 4

Legend: Open, In Progress, Closed

Recommendation priority by deficiency

P2D2: 8
P2D1: 4

Legend: High, Medium, Low

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Open deficiencies and actions

Deficiency	Actions taken
▶ None	

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

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Process improvement recommendations

Recommendation	Progress update / resolution	Status
► P2D1 – Lack of training 　► Provide role-specific training to individuals assigned to a team.	► IV&V (MAR – December 2019) 　► Process improvement opened ► DHSMV (MAR – January 2020) 　► Resolution underway ► IV&V (MAR – February 2020) 　► No update received	► Open
► P2D1 – Role confusion 　► Fully define each role and associated responsibilities within a team. 　► Enforce the defined team structure and hold team members accountable to perform their assigned duties.	► IV&V (MAR – December 2019) 　► Process improvement opened ► DHSMV (MAR – January 2020) 　► Resolution underway ► IV&V (MAR – February 2020) 　► No update received	► Open
► P2D1 – Reverse engineering not complete 　► Complete reverse engineering prior to grooming user stories.	► IV&V (MAR – December 2019) 　► Process improvement opened ► DHSMV (MAR – January 2020) 　► Resolution underway ► IV&V (MAR – February 2020) 　► No update received	► Open

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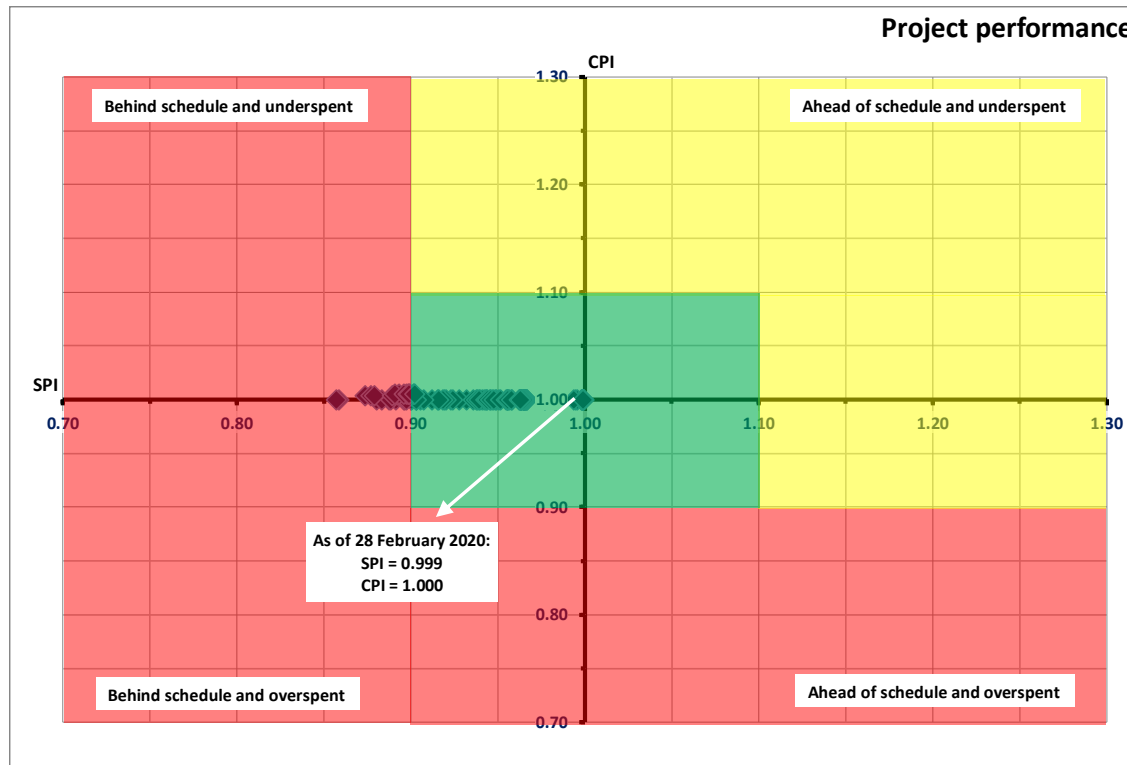
- This chart shows the SPI and CPI plotted as points against the tolerance ranges set up for the project.
- Summary:
  - Schedule and cost performance are within established thresholds.
- Conclusions:
  - The Program is behind schedule but within established performance thresholds.

► 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-of-tolerance and corrective actions are necessary.

Schedule and cost performance (continued)
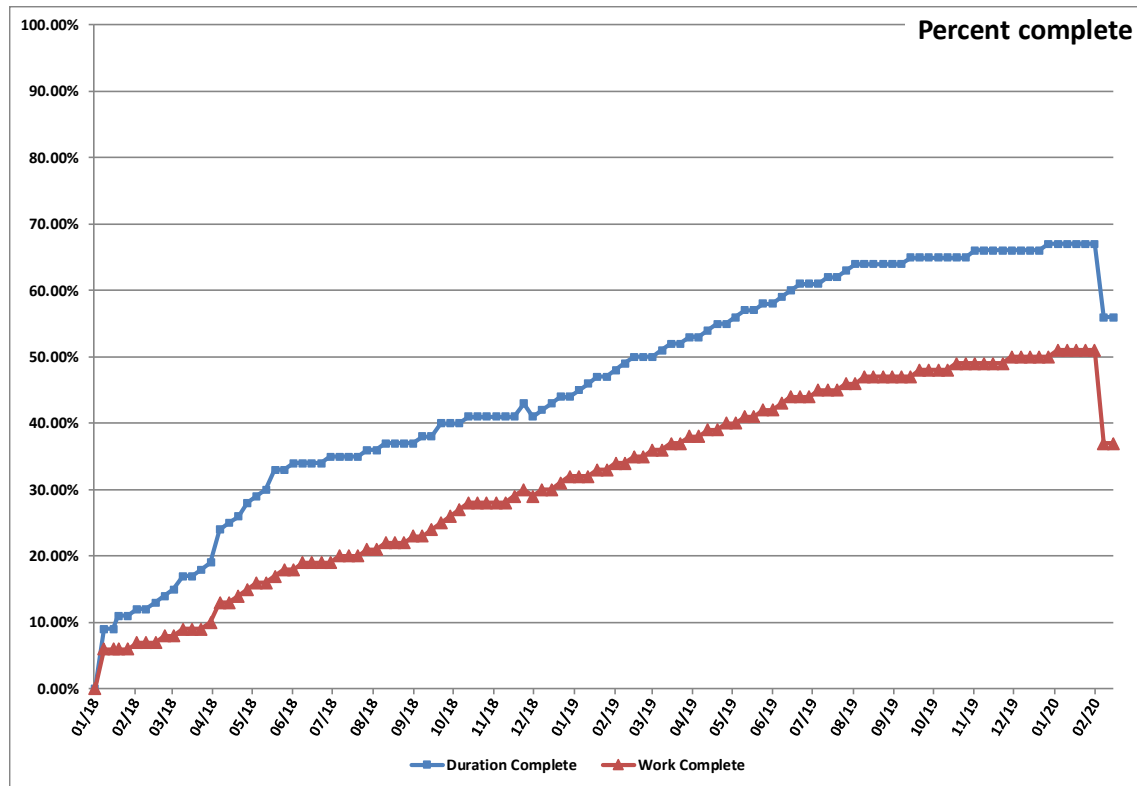
- This chart shows the percent complete for duration and work for the project.
- Summary:
  - Duration and work complete have been increasing since the beginning of the project.
- Conclusions:
  - Revised baseline implemented with MM Phase II MASTER Program Schedule v110.1 (CR10 and CR11-Baseline1)
  - None.

► Blue line is duration percent complete.

► Red line is work percent complete

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Schedule and cost performance (continued)
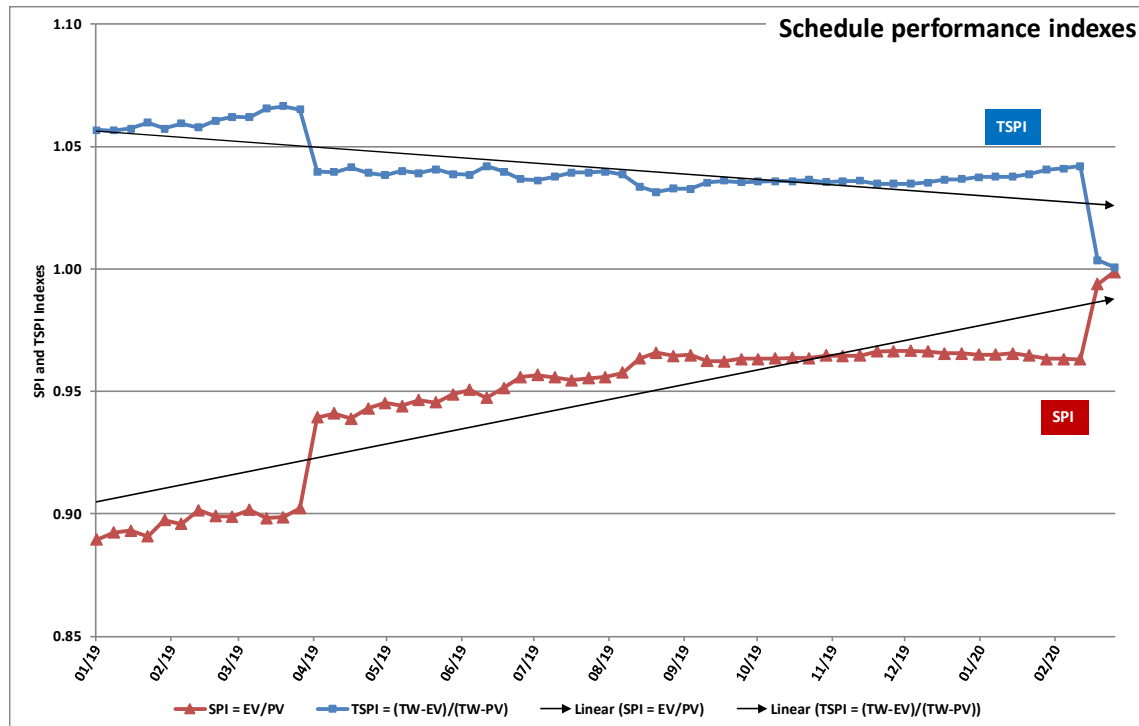
- ■ This chart shows the TSPI and SPI indexes and associated trends.
- ■ Summary:
  - ■ The overall SPI trend is *increasing*.
  - ■ The overall TSPI trend is *decreasing*.
- ■ Conclusions:
  - ■ Revised baseline implemented with MM Phase II MASTER Program Schedule v110.1 (CR10 and CR11-Baseline1)
  - ■ Future required schedule efficiency is becoming in-line with the planned schedule

▶ Blue line is TSPI

▶ Red line is SPI

▶ TSPI is the future schedule efficiency required to complete the project as scheduled

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Project milestone dates

WBS	Title	Completion date				
		Original	Scheduled	Planned	Forecast	Actual
3.5.15.1.6	Release 1 Development Complete	01/20/22	01/20/22	01/20/22	01/22/22	
3.5.15.2.5	Release 1 Testing Complete	08/11/22	08/11/22	08/11/22	08/14/22	
3.5.15.5.7	Decision Point - Move to Production (Roll out) - Release 1	11/21/22	11/21/22	11/21/22	11/24/22	
3.5.15.5.12	Statewide Implementation Complete - Release 1	06/16/23	06/16/23	06/16/23	06/19/23	
3.5.16.1.5	Release 2 Development Complete	02/16/23	02/16/23	02/16/23	02/19/23	
3.5.16.5.1	Go/No-Go Decision - Release 2	09/21/23	09/21/23	09/21/23	09/24/23	
3.7	Execution and Monitoring & Control Phase Complete	11/13/23	11/13/23	11/13/23	11/16/23	
4.5	Closeout Phase Complete	11/30/23	11/30/23	11/30/23	12/04/23	
5	Project Complete	11/30/23	11/30/23	11/30/23	12/04/23	

1. Items highlighted are either currently late or projected to be late.
2. Original – Original contract completion date.
3. Scheduled – Scheduled completion date based on the latest schedule baseline.
4. 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
7. Unable to forecast past milestone dates

Late	4.0 days

MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

EY
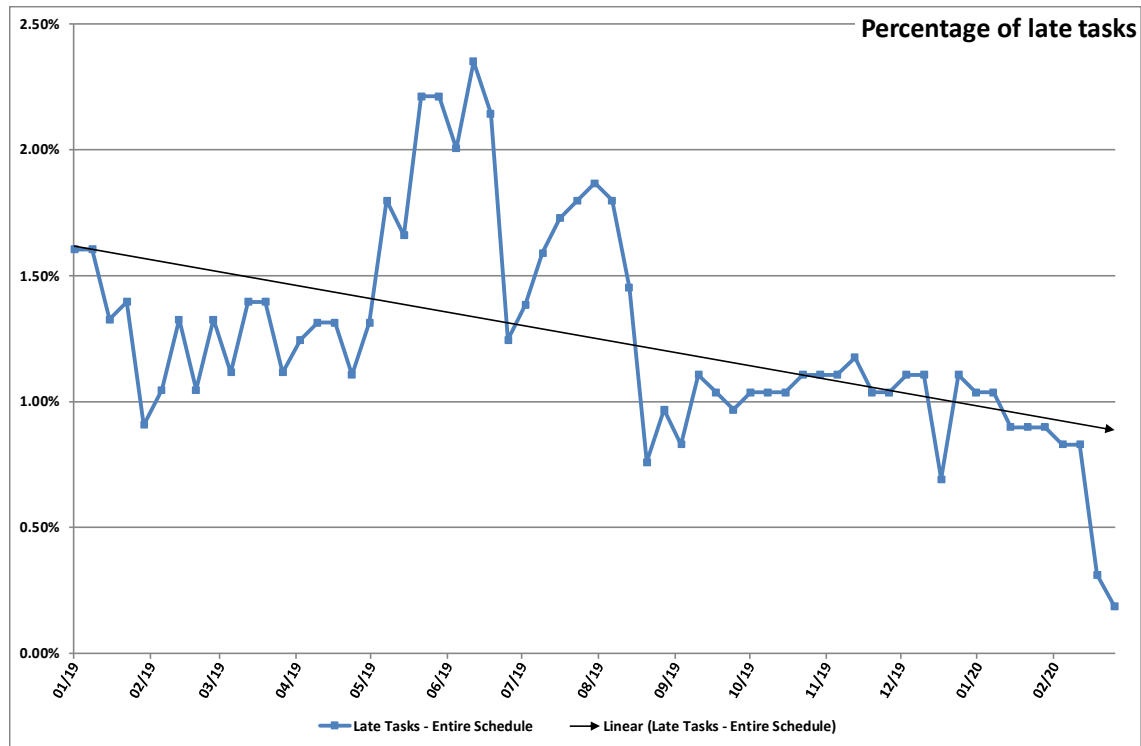
Late tasks

- This chart shows the percentage of tasks that are late for the entire schedule.
- 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: 1,601
  - Total tasks late: 3
- Conclusions:
  - Revised baseline implemented with MM Phase II MASTER Program Schedule v110.1 (CR10 and CR11-Baseline1)
  - The total number of tasks designated as late is 0.19% of the total number of tasks
  - The overall trend for the number of late tasks is ***decreasing***

Project schedule quality
MMP2 schedule
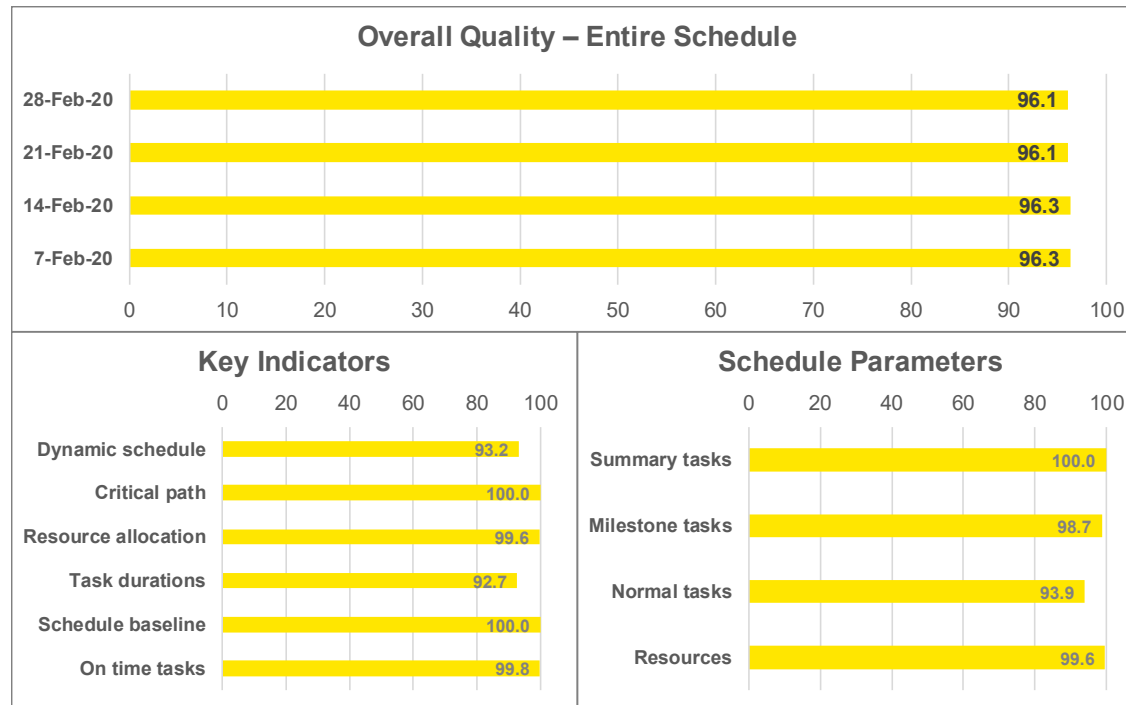
Overall Quality – Entire Schedule

Date	Value
28-Feb-20	96.1
21-Feb-20	96.1
14-Feb-20	96.3
7-Feb-20	96.3

(scale: 0, 10, 20, 30, 40, 50, 60, 70, 80, 90, 100)

Key Indicators (0 20 40 60 80 100)

Indicator	Value
Dynamic schedule	93.2
Critical path	100.0
Resource allocation	99.6
Task durations	92.7
Schedule baseline	100.0
On time tasks	99.8

Schedule Parameters (0 20 40 60 80 100)

Parameter	Value
Summary tasks	100.0
Milestone tasks	98.7
Normal tasks	93.9
Resources	99.6

- 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: 96.1
- 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

Quality Value	
⬆	90 or greater
⬈	Between 75 and 90
➡	Between 60 and 75
⬊	Between 45 and 60
⬇	Less than 45

Project schedule quality
MMP2 period

Overall Quality – Period 04/01/2019 to 06/30/2020

Task	Value
All tasks	95.4
Open tasks	100.0

(Scale: 0 10 20 30 40 50 60 70 80 90 100)

Key Indicators

(Scale: 0 20 40 60 80 100)

Indicator	Value
Dynamic schedule	91.6
Critical path	100.0
Resource allocation	99.2
Task durations	93.2
Schedule baseline	100.0
On time tasks	100.0

Schedule Parameters

(Scale: 0 20 40 60 80 100)

Parameter	Value
Summary tasks	100.0
Milestone tasks	100.0
Normal tasks	92.3
Resources	99.2

- 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: 95.4
- Conclusions:
  - Overall schedule quality is consistent and excellent

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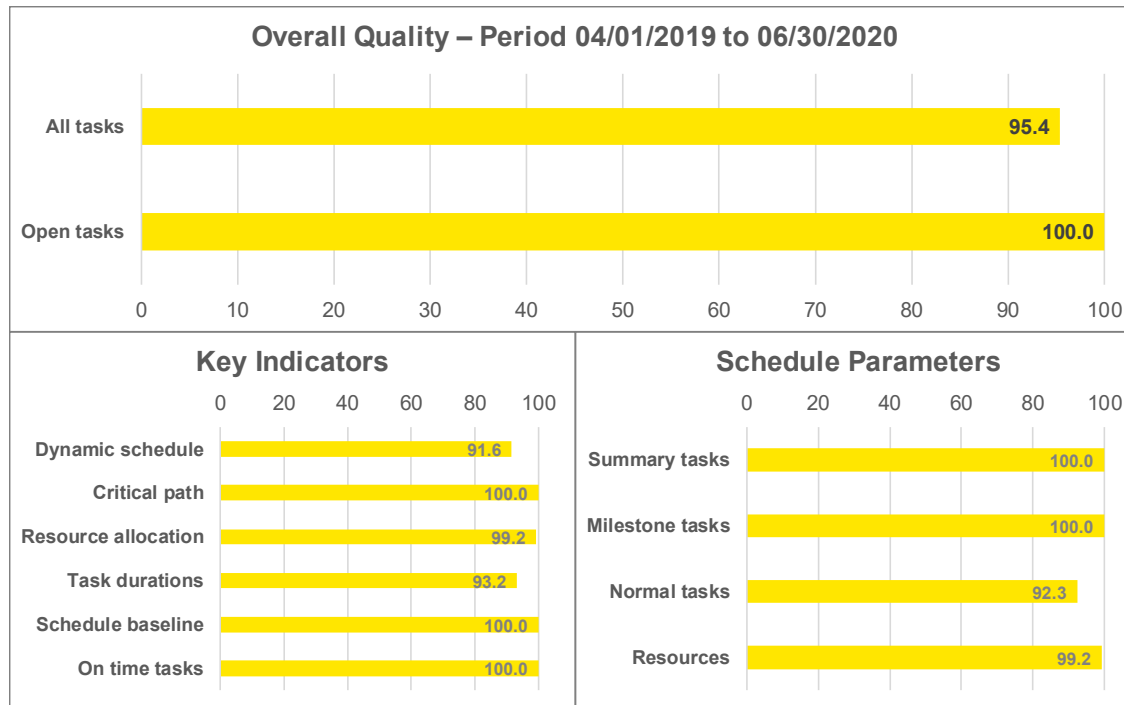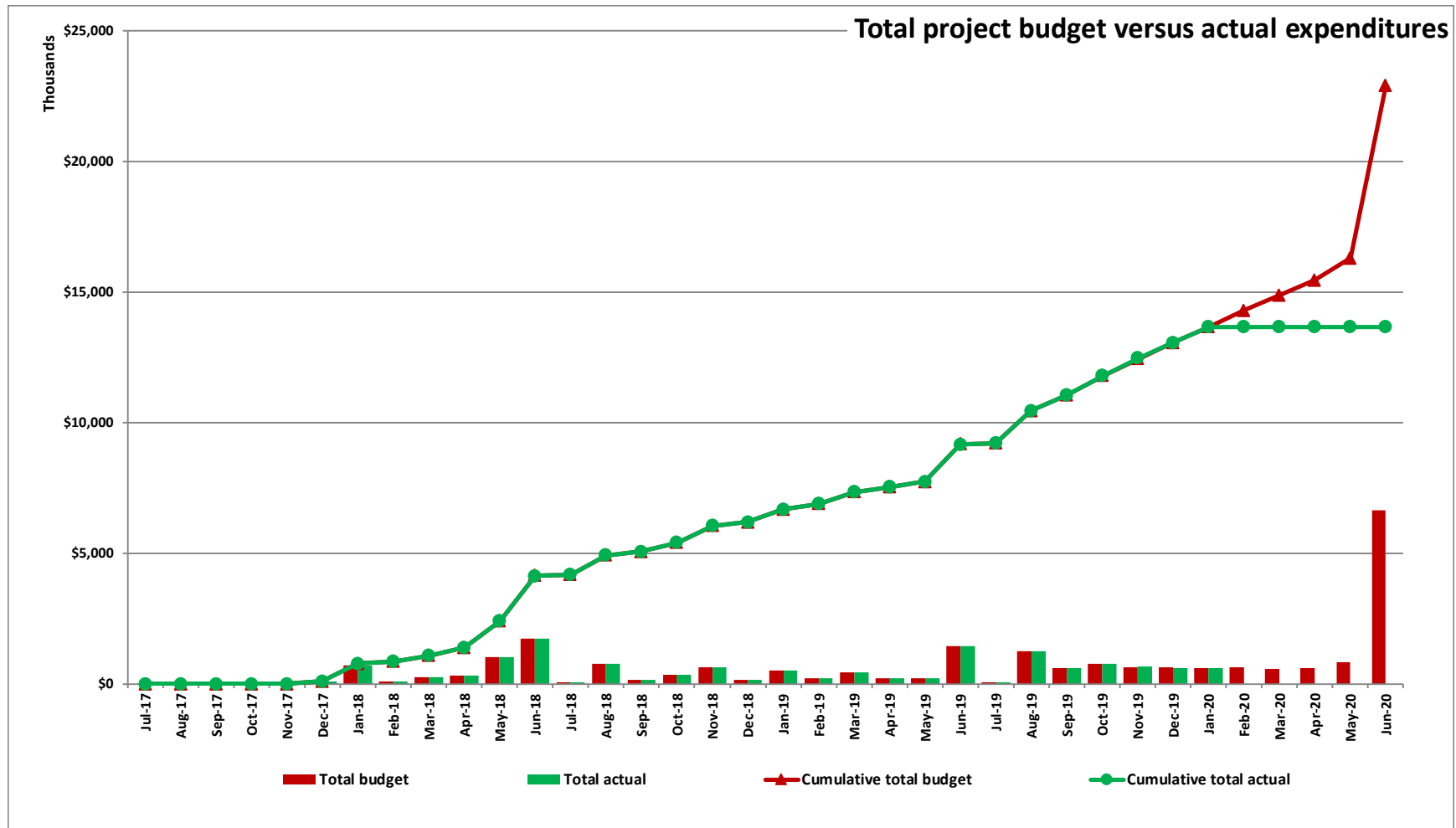- ► Resource allocation –Resource assignments

- ► 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

Quality Value	
⬆	90 or greater
⬈	Between 75 and 90
➡	Between 60 and 75
⬊	Between 45 and 60
⬇	Less than 45

Project budget
Total project funding

Total project budget versus actual expenditures

MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

EY

Project budget
DHSMV staff funding

Total DHSMV staff budget versus actual expenditures

Legend: Total DHSMV staff - budget | Total DHSMV staff - actual | Cumulative total DHSMV staff - budget | Cumulative total DHSMV staff - actual

Project budget
Contract staff funding

Total contract staff budget versus actual expenditures

Legend: Total contracted staff - budget; Total contracted staff - actual; Cumulative total contracted staff - budget; Cumulative total contracted staff - actual

MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

EY
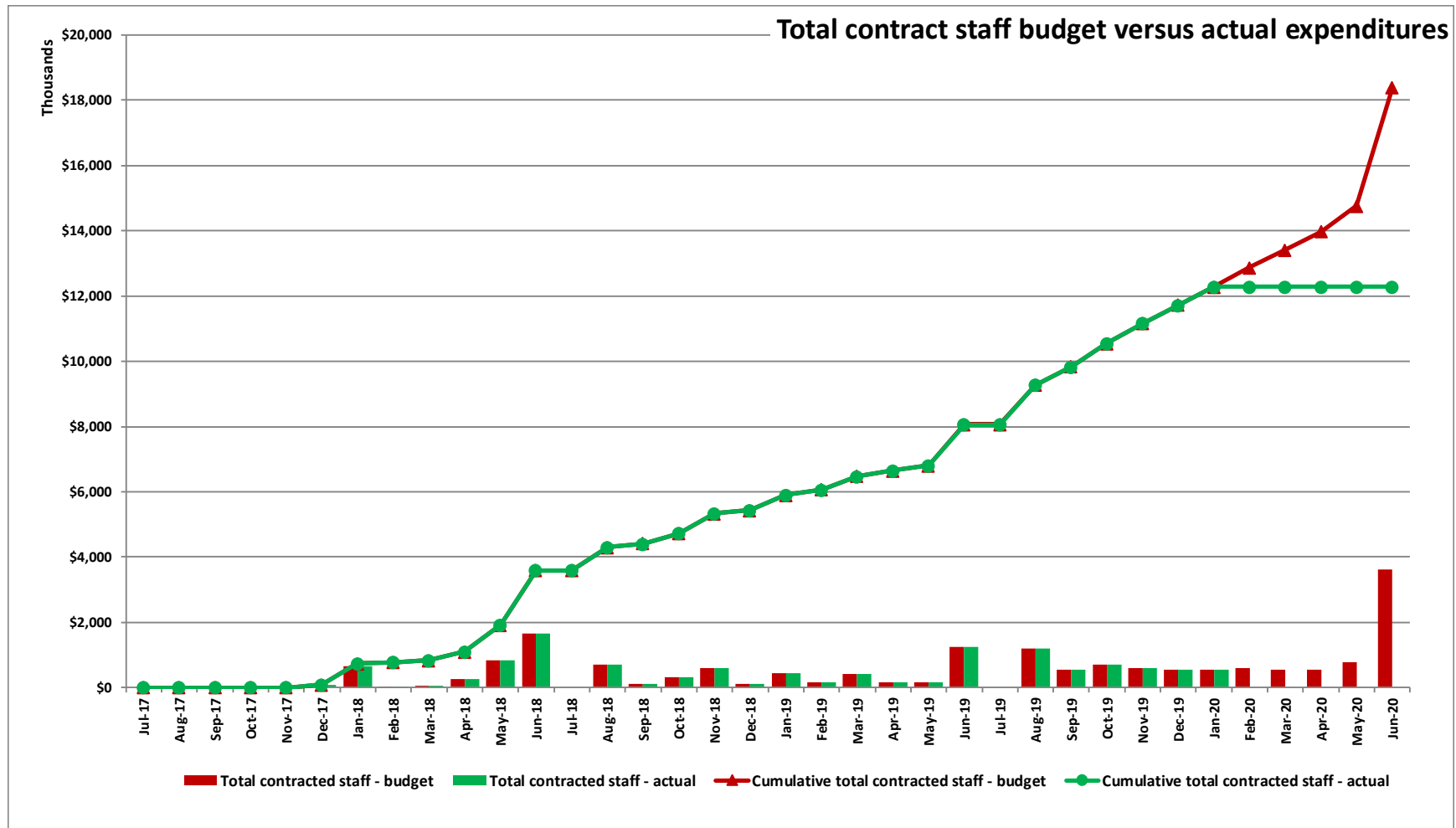
Project budget
Expense funding

Total expense budget versus actual expenditures

MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

EY
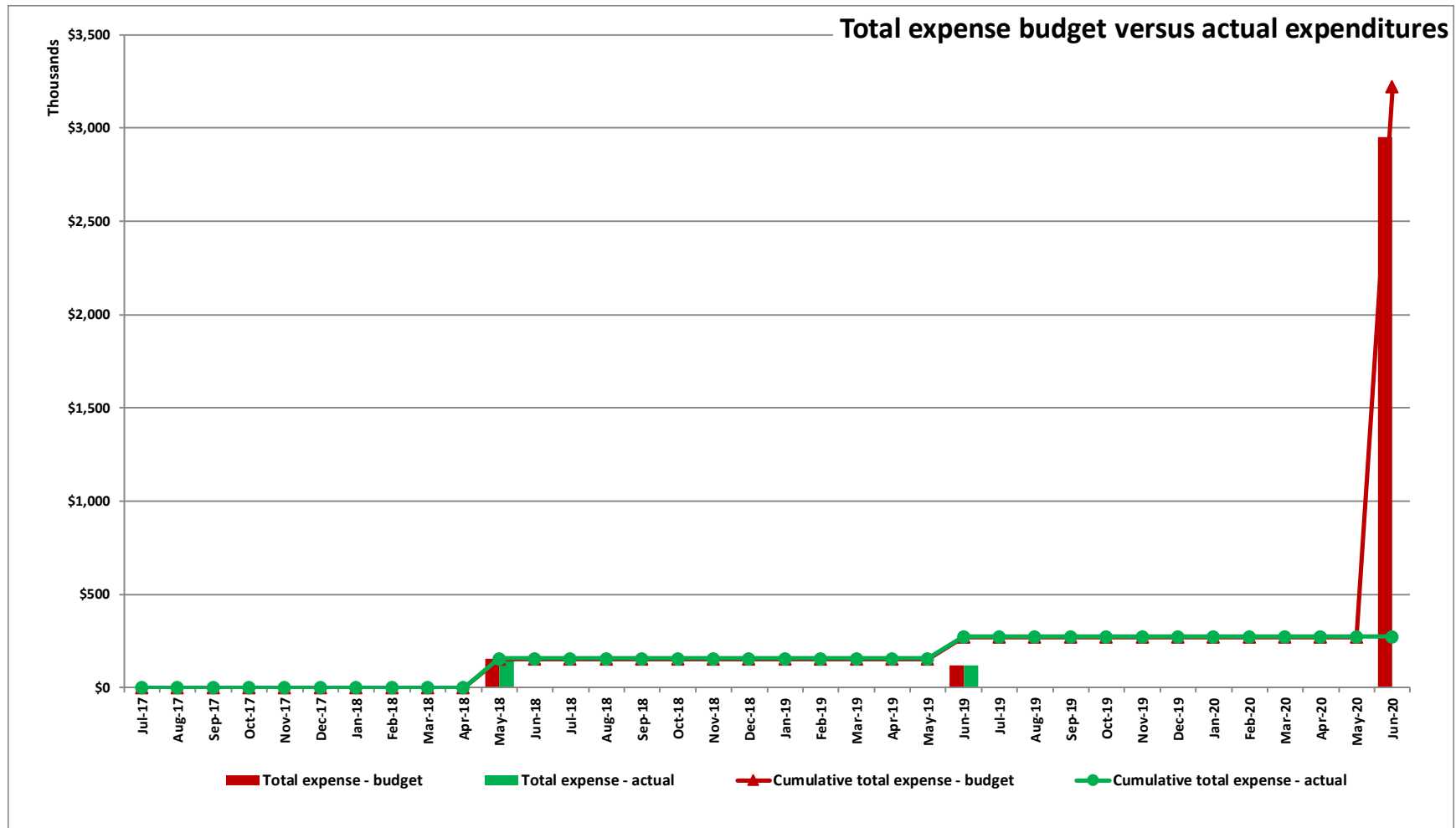
Project budget
OCO funding

Total OCO budget versus actual expenditures

MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

EY
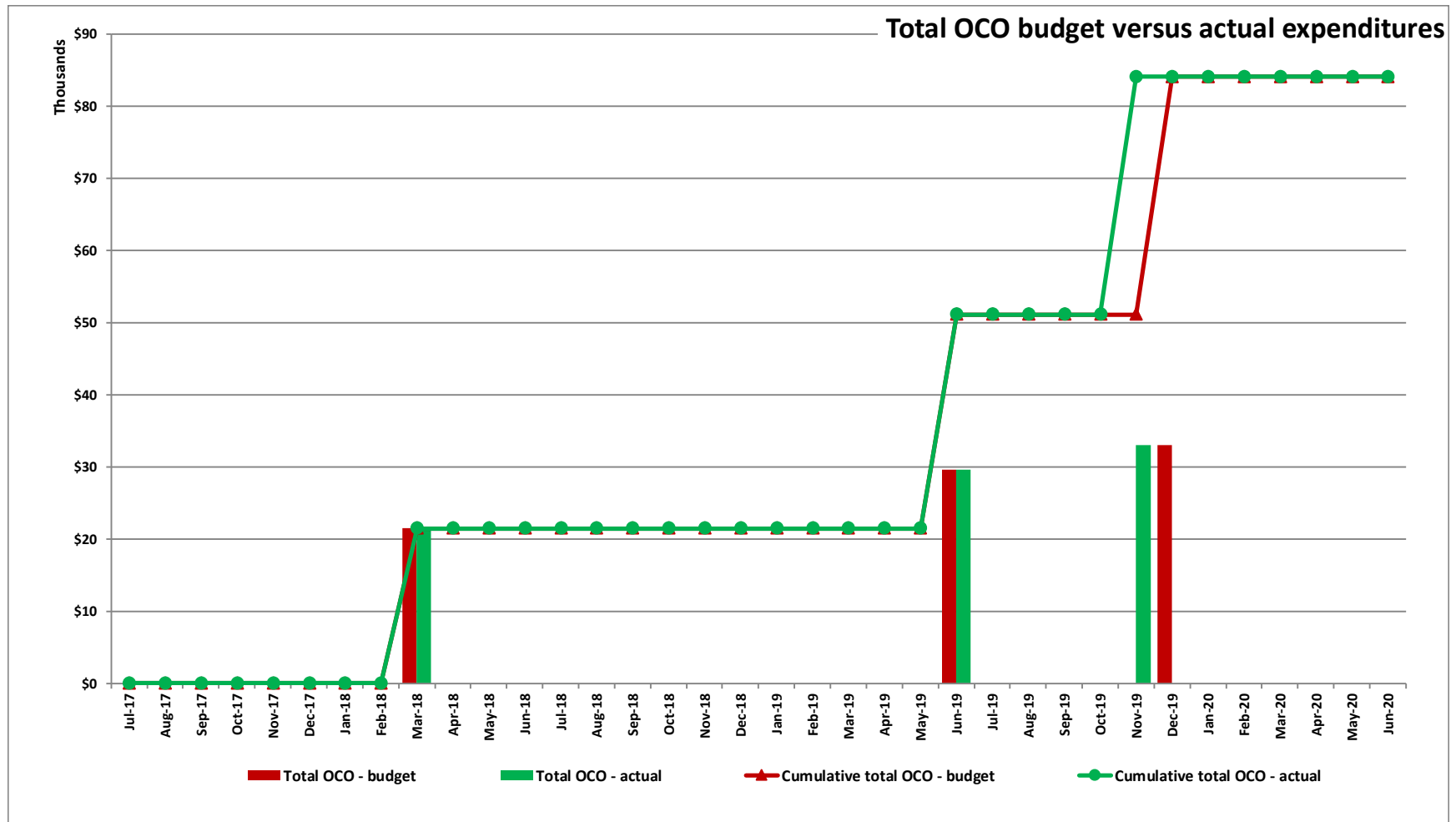
Project budget
Other items funding

Total other items budget versus actual expenditures

Legend: Total other items - budget | Total other items - actual | Cumulative total other items - budget | Cumulative total other items - actual

MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

EY
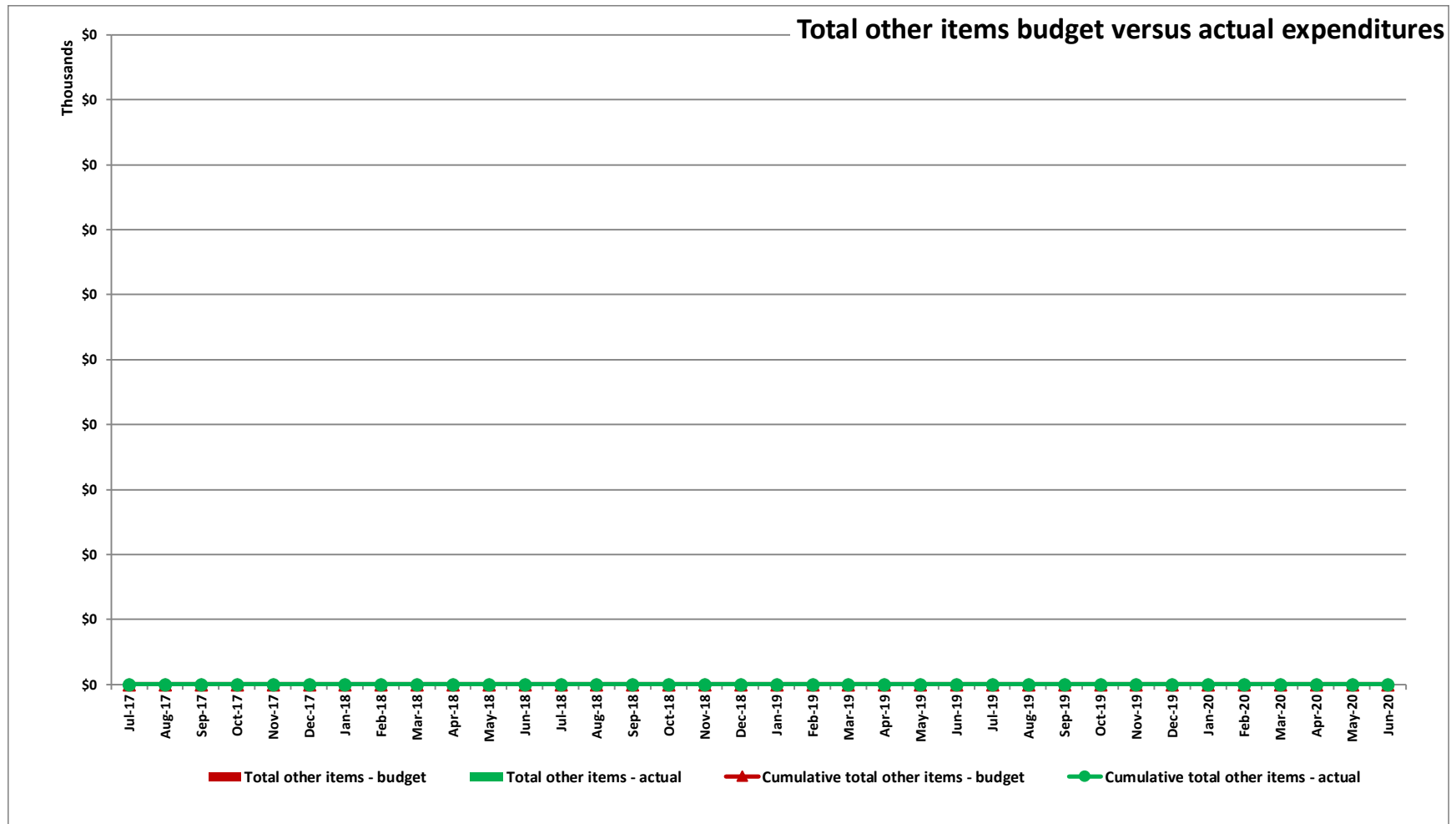
Project budget
IV&V services funding

Total IV&V services budget versus actual expenditures

Legend:
- Total IV&V services - budget
- Total IV&V services - actual
- Cumulative total IV&V services - budget
- Cumulative total IV&V services - actual

MMP2-IVV-312BA Feb Status v2.0 Final - 20200330

EY

Phase II - Milestone B (Jan 22 - Apr 30 2020)
as of 4/7/2020

Team A - T&R Issuance

Current Activity:	Sprint 9
Development:	Green
Testing:	Green
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Red

	#stories	est dev hrs	
Not Started	35	704	40.7%
Refinement	17	196	19.8%
Development	10	144	11.6%
Testing	5	64	5.8%
Done	15	132	17.4%
Blocked	4	48	4.7%
Total:	86	1,288	

Team B - MV Globals

Current Activity:	Sprint 9
Development:	Red
Testing:	Green
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Red

	#stories	est dev hrs	
Not Started	29	272	35.4%
Refinement	10	96	12.2%
Development	10	44	12.2%
Testing	4	-	4.9%
Done	24	272	29.3%
Blocked	5	64	6.1%
Total:	82	748	

Portal/Fleet

Current Activity:	Sprint 4
Development:	Green
Testing:	Red
Business Actions:	Green
Technical Debt:	Green
Backlog Health:	Green

	#stories	est dev hrs	
Not Started	-	-	0.0%
Refinement	-	-	0.0%
Development	-	-	0.0%
Testing	3	16	25.0%
Done	9	104	75.0%
Blocked	-	-	0.0%
Total:	12	120	

IFTA/IRP

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

	#stories	est dev hrs	
Not Started	-	-	
Refinement	-	-	
Development	-	-	
Testing	-	-	
Done	-	-	
Blocked	-	-	
Total:	-	-	

Enterprise

Current Activity:	Sprint 9
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	7	n/a	-
Testing	-	n/a	-
Done	4	n/a	-
Blocked	-	n/a	-
Total:	12	-	

SUMMARY - ALL TEAMS

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

	#stories	est dev hrs	
Not Started	64	976	35.6%
Refinement	27	292	15.0%
Development	20	188	11.1%
Testing	12	80	6.7%
Done	48	508	26.7%
Blocked	9	112	5.0%
Total:	180	2,156	

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 Stoplight – Milestone C (as of 4/3)

Phase II - Milestone C (Apr 29 - July 16, 2020)
as of 4/7/2020

Team A - T&R Issuance

Current Activity:	Sprint 9
Development:	N/A
Testing:	N/A
Business Actions:	N/A
Technical Debt:	N/A
Backlog Health:	Yellow

	#stories	est dev hrs	
Not Started	92	1,400	97.9%
Refinement	2	12	2.1%
Development	-	-	0.0%
Testing	-	-	0.0%
Done	-	-	0.0%
Blocked	-	-	0.0%
Total:	94	1,412	

Team B - MV Globals

Current Activity:	Sprint 9
Development:	N/A
Testing:	N/A
Business Actions:	N/A
Technical Debt:	N/A
Backlog Health:	Yellow

	#stories	est dev hrs	
Not Started	76	2,120	#####
Refinement	-	-	0.0%
Development	-	-	0.0%
Testing	-	-	0.0%
Done	-	-	0.0%
Blocked	-	-	0.0%
Total:	76	2,120	

Portal/Fleet

Current Activity:	Sprint 4
Development:	N/A
Testing:	N/A
Business Actions:	N/A
Technical Debt:	N/A
Backlog Health:	Green

	#stories	orig dev est	
Not Started	150	892	82.0%
Refinement	25	156	13.7%
Development	6	72	3.3%
Testing	2	32	1.1%
Done	-	-	0.0%
Blocked	-	-	0.0%
Total:	183	1,152	

IFTA/IRP

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

	#stories	est dev hrs	
Not Started	-	-	-
Refinement	-	-	-
Development	-	-	-
Testing	-	-	-
Done	-	-	-
Blocked	-	-	-
Total:	-	-	

Enterprise

Current Activity:	Sprint 9
Development:	N/A
Testing:	N/A
Business Actions:	N/A
Technical Debt:	N/A
Backlog Health:	N/A

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

SUMMARY - ALL TEAMS

Development:	N/A
Testing:	N/A
Business Actions:	N/A
Technical Debt:	N/A
Backlog Health:	Yellow

	#stories	est dev hrs	
Not Started	318	4,412	90.1%
Refinement	27	168	7.6%
Development	6	72	1.7%
Testing	2	32	0.6%
Done	-	-	0.0%
Blocked	-	-	0.0%
Total:	353	4,684	

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

Motorist Modernization Phase II Communications Plan						
This plan covers January 2020 - June 2020						
Organizational Change Management						
Date/Frequency	**Title**	**Category**	**Description**	**Audience**	**Vehicle**	**Owner(s)**
February - April 2020	Motorist Modernization Resources	Internal/External	Developing strategic materials, including posters, bulletin boards, quick facts and tear sheet to assist change champions in communicating about Motorist Modernization.	FLHSMV Staff and Tax Collectors	Printed Materials/Electronic Communication	Koral Griggs
April 2020	Phase II All-Hands Meeting	Internal/External	Meeting with all team members working on Phase II, covering where the team is in the schedule and discussing cross-team topics.	OMM Team, FLHSMV Staff Members and Tax Collector SMEs	Face-to-Face Meeting/Conference Call	Nathan Johnson
Training						
Date/Frequency	**Title**	**Category**	**Description**	**Audience**	**Vehicle**	**Owner(s)**
Communications						
Date/Frequency	**Title**	**Category**	**Description**	**Audience**	**Vehicle**	**Owner(s)**
Bi-Weekly	Executive Steering Committee Meeting	Internal	Bi-weekly meeting to present updates, information and changes to the Executive Steering Committee.	ESC Leadership Members and OMM Team	Face-to-Face Meeting	OMM Team
Monthly	Phase II Advisory Board	Internal/External	Monthly meeting open to the public to present updates, information and changes to the Phase II Advisory Board.	Advisory Board Voting Members and OMM Team	Face-to-Face Meeting/Conference Call	OMM Team
Weekly	Motorist Modernization Internal Team Meeting	Internal	Weekly meeting to discuss risks and issues and provide updates and information related to the program.	OMM Team	Face-to-Face Meeting	OMM Team
Weekly	Phase II Accenture Weekly Status Meeting	Internal/External	Weekly meeting to discuss risks and issues and provide updates and information related to the program with the Phase II Accenture team, Ernst and Young, AST and OMM team members.	OMM Team, Ernst and Young and AST	Face-to-Face Meeting/Conference Call	Accenture Team
Weekly	Motorist Modernization Weekly Leadership Meeting	Internal	Weekly meeting to discuss risks and issues and provide updates and information related to the program to Executive Leadership.	Executive Leadership	Face-to-Face Meeting	OMM Team
Weekly	IV&V Weekly Status Meeting	Internal	Weekly meeting to discuss the overall status of the Motorist Modernization Program from an independent validation and verification perspective.	OMM Leadership, AST, Ernst and Young, and Contract Manager	Face-to-Face Meeting	Kristin Green
As Necessary	Focus Group Meetings	Stakeholder Outreach	Meetings to provide information or obtain feedback on the Motorist Modernization initiative.	Various Stakeholders	Face-to-Face Meeting, Conference Call, Electronic Communication	Koral Griggs, Terrence Samuel, Senior Business Analysts

Frequency	Name	Type	Description	Audience	Method	Owner
Weekly	Communications Meeting	Internal	Bi-weekly meeting with the FLHSMV Communication team to discuss communications within the agency and the Office of Motorist Modernization, in addition to MyDMV Portal marketing.	FLHSMV Communications Team	Face-to-Face Meeting	Aaron Keller
As Necessary	MoMo You Know	Internal	When requested, an email containing updates related to the Motorist Modernization project, including "need to knows," encouragement, upcoming tasks, etc.	Motorist Modernization Program Members	Electronic Communication	Koral Griggs
Weekly	Motorist Modernization News Bulletin	Internal/External	Weekly news bulletin consisting of various articles and fun facts related to the Motorist Modernization Program.	FLHSMV Staff Members and Tax Collectors	Electronic Communication	Koral Griggs
As Necessary	ORION Hub Newsletter	External/Internal	Newsletter consisting of various articles related to the Motorist Modernization project and written by Motorist Modernization team members.	FLHSMV Staff Members and Tax Collectors	Electronic Communication	Koral Griggs
Quarterly	ISA Bits and Bytes	Internal	Provide Motorist Modernization content for ISA's quarterly newsletter when requested.	FLHSMV Staff	Electronic Communication	Kristine Monroe
Quarterly	Motorist Services Intersection Newsletter	Internal	Provide Motorist Modernization content for the Motorist Services Intersection Newsletter when requested.	FLHSMV Staff Members and Tax Collectors	Electronic Communication	Rick Burnham
Weekly	Motorist Services News Wheel	Internal	Provide Motorist Modernization content for the Motorist Services News Wheel.	Motorist Services	Electronic Communication	Rick Burnham
Monthly	ORION Star	Internal	Monthly award presented to a Motorist Modernization team member who has gone "above and beyond" for the sake of the project and the team.	Executive Leadership and Motorist Modernization Program Members	Electronic Communication	Koral Griggs
Monthly	Legislative Governance Status Report	External	Monthly status report to provide updates related to the Motorist Modernization Program.	Various Stakeholders	Electronic Communication	Accenture Team
As Necessary	FLHSMV Governor's Weekly Report	External	Contribution of content for the Governor's Weekly Report, as necessary.	Florida Governor	Electronic Communication	Koral Griggs
Monthly	Motorist Modernization Website	Internal/External	Monthly updates to the Motorist Modernization webpage including videos, meeting materials and information related to the monthly advisory board meetings and the Motorist Modernization Program.	FLHSMV Staff, Tax Collectors, Citizens	Website	Koral Griggs and FLHSMV Web Team
As Necessary	PartnerNet/SafetyNet Webpages	External	Updates to the PartnerNet and SafetyNet webpages containing information related to the Motorist Modernization project, as necessary; including the monthly IV&V Report and the monthly Tax Collector Status Report.	Tax Collectors and FLHSMV Staff	PartnerNet/SafetyNet	Koral Griggs