

Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, May 13, 2025
2:30 to 4:00 PM
VIA: Microsoft Teams

Invitees

Stephen Boley
Capt. Jason Britt
Brett Saunders
Stephanie Cabrera
TBD
Scott Lunsford
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
- IV&V Update
- MM Phase II Program Update
 - Financial Review
 - Phase II Pilot/Implementation Readiness
- Stakeholder Outreach Update
- Q&A
- Adjourn

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

WELCOME AND INTRODUCTIONS

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

Advisory Board Phase II members present included:

- Stephen Boley
 - Capt. Jason Britt
 - Stephanie Cabrera
 - Brett Saunders
 - Scott Lunsford
 - Sherri Smith
- Additional FLHSMV members included – Michael Anderson, Stacey Bayyari, Laura Freeman, Kristin Green, Patricia Joseph, Scott Lindsay, Wendy Mechlin, Judy Moats, Ann Naiman, Rachel Ramos, Jonathan Sanford, Corrine Taylor, Catherine Thomas, and Cheryl Walters.
 - Visitors included – Joseph Weldon and Ed Gendusa from Accenture, Alyene Calvo and Wyatt Zalatoris with Ernst & Young, and Brevard County Tax Collector Lisa Cullen attended. Other visitors included Jonathan Tullis, Leslie Alexander, DJ Ellerkamp, Justin Jarvensivu, and Roxanne Decker.

REVIEW OF MEETING MINUTES

- Rachel Ramos reviewed the meeting minutes from March 11, 2025. No corrections were identified. A motion to approve the minutes was accepted by the board members and the March 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 10.7 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 their findings soon.

FINANCIAL REVIEW

- Judy Moats presented a Phase II financial review. The Phase II budget for the 2024 – 2025 fiscal year is approximately \$13.1 million. Approximately \$7.3 million was expended as of March 2025 with 0% variance and approximately \$5 million in remaining funds.

PHASE II PROJECT UPDATE

- Joseph Weldon presented an overview of the ORION Releases and schedule:
 - Release 1 – Motor Vehicle Issuance Inquiry – October 2023 – Completed
 - MV Customer Inquiry, Customer Summary and linkage to DLI Customer Summary
 - Release 2 – ORION Pilot – April 2024 – In Progress
 - Pilot a subset of ORION transactions and Global Admin functionality to a select group of offices
 - Release 3 – International Fuel Tax Agreement (IFTA) /International Registration Plan (IRP) – June 2024 – Completed
 - Celtic IFTA/IRP COTS Product and associated ORION updates
 - Release 4 – ORION Statewide – April – January 2026
 - All core MVI and Global functionality
 - Release 5 – Motor Vehicle MyDMV Portal – Fall 2025
 - Motor vehicle functionality additions to MyDMV Portal
 - Release 6 – Batch, Back-Office – April 2026
 - Remaining ORION back-office functionality and Phase II batch functionality
- He presented a status update for the Phase II project teams. The team is focusing on the scanning unit release later this month and well as Release 5.
 - 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.

Office of Motorist Modernization

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

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

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 Rollout – 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
 - Third 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 cashing

Office of Motorist Modernization

- Finalize Statewide Roll-out Schedule
 - All counties finalized except Osceola County
- Training
 - Launched portion of Release 2e on March 18
- User Guides
 - Finalizing Final User Guide
- Policy and Procedures
 - Policy & Procedure Group plan to complete by April 25
- MV Renewal API – included in Release 5 – Portal Release (September 2025)
 - Updated specs sent March 17
 - Met with Tax Collectors on March 19 to review testing/certification approach – can begin testing on May 1
- Bulk API – included in Release 5 – Portal Release (September 2025)
 - Updated specification sent March 17
 - Met with LPAs on March 28 to discuss API and testing/certification approach – can begin testing on July 1
- Mr. Weldon reviewed the below 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)

- Mr. Weldon also presented an overview of the timeline for GoValidate, our new vendor for the Florida Smart Wallet.

ORGANIZATIONAL CHANGE MANAGEMENT UPDATE

- Rachel Ramos stated in support of Phase II, the Organizational Change Management (OCM) team will:
 - Hold Change Champion Network Connects (CCNCs) monthly with 173 Change Champions:

Office of Motorist Modernization

- Held CCNC on March 19
 - Topics included: Roles; Checklist; MVI-Inquiry; Q & A
- Next CCNC is scheduled for April 16
 - Topics: Policy & Procedures; Training; Go-Live support; Checklist; Q & A
- Facilitate/assist with Knowledge Transfer (KT) meetings and activities:
 - ICFS KT complete
 - Strategic planning session for MVI KT was held on April 7
- Assist with statewide Go-Live preparations
 - Readiness checklist
 - FSC prep calls
 - Communications/FAQs
- Assist with Phase II Tax Collector office testing

STAKEHOLDER OUTREACH

- Ms. Green stated the team met with the Tax Collectors and their vendors on March 19 to discuss the Renewal Eligibility Service and again on March 28 to discuss MVI Bulk. A monthly meeting cadence has been established to continue to provide updates.

Q&A

- Scott Lunsford stated the vendor for one of Escambia County's offices cannot support online services during the pilot. He asked if they could keep their online services active in FRVIS during the pilot?
- Ms. Green stated the team will discuss this and follow-up.

ADJOURNMENT

- Ms. Green adjourned the meeting at approximately 2:45 p.m.
- The next Advisory Board Phase II Meeting is scheduled for May 13, 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 (3/11/25)	5 Pages
Phase II IV&V Update	5 Pages
Financial Review	5 Pages
Approved Change Request #55	2 Pages
Phase II Project/Implementation Updates	11 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 – March MAR

13 May 2025

Topics for discussion

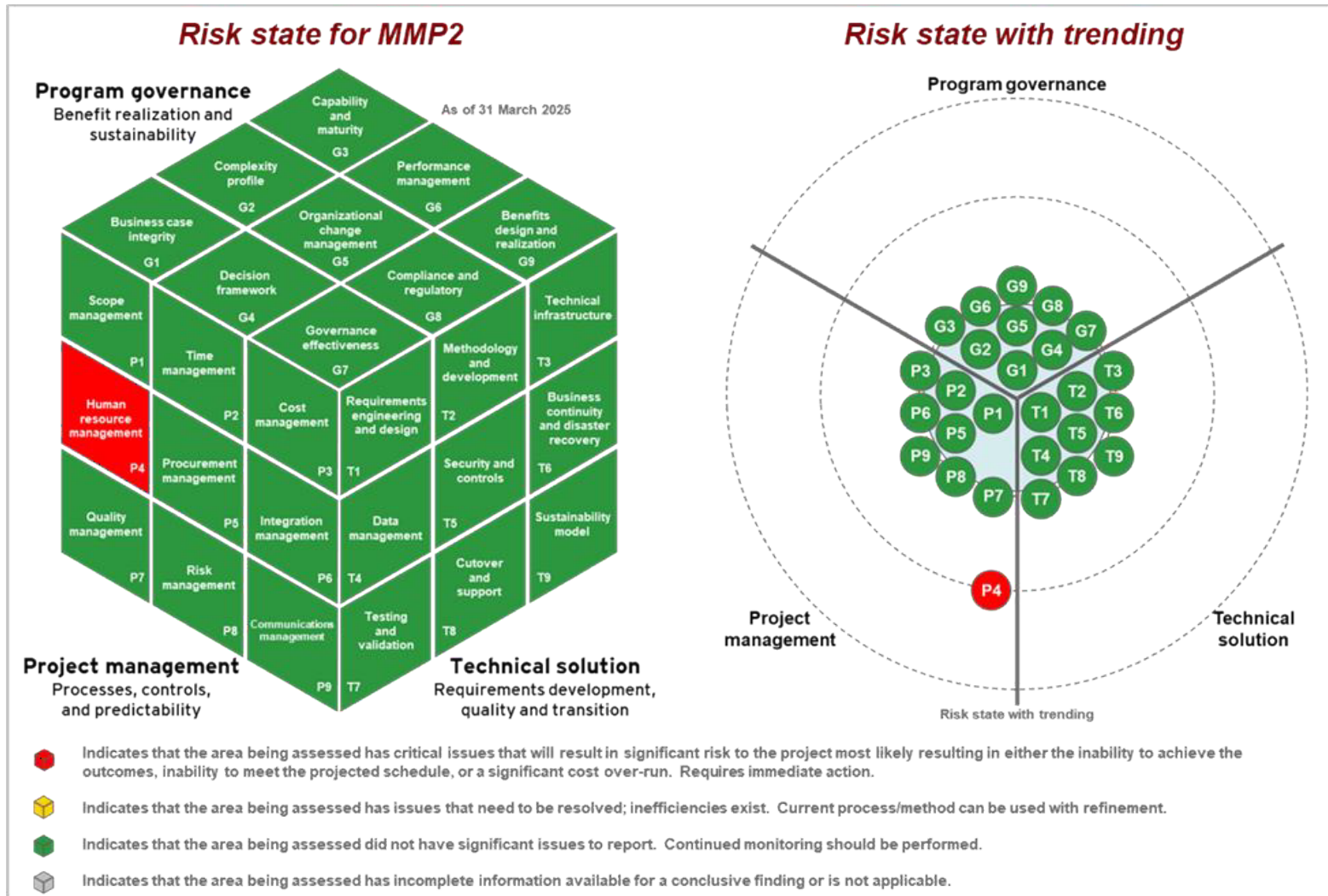
- ▶ General IV&V overview
- ▶ Overall risk state and trending

General IV&V overview

	Key Indicator	IV&V Conclusion	Supporting Points
	Is the project approach sound?	Steady ➡	<ul style="list-style-type: none"> Overall project risk state is Red (critical issues) IV&V has one open deficiency for the project One (1) additional facet(s) evaluated
	Is the project on time?	Trending late ➡	<ul style="list-style-type: none"> Project is tracking ~11.8 days behind schedule IV&V independently assessed the schedule using industry standard measures
	Is the project on budget?	Yes ➡	<ul style="list-style-type: none"> Project is tracking on budget IV&V independently assessed budget based on budget and spend data provided
	Is project scope being managed?	Yes ➡	<ul style="list-style-type: none"> Project scope is managed; Change Requests follow the established change management process IV&V reviews the change management process
	Are risks being managed?	Steady ➡	<ul style="list-style-type: none"> 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 March 2025 MAR)

Overall risk state and trending



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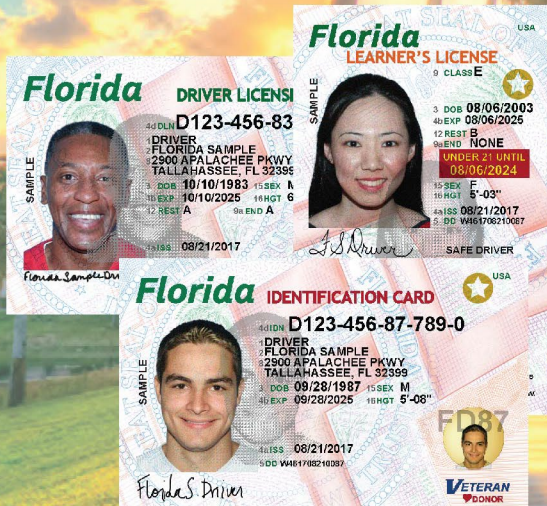
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FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



Financial Update Motorist Modernization Phase II

Phase II Fiscal Year 2024-2025

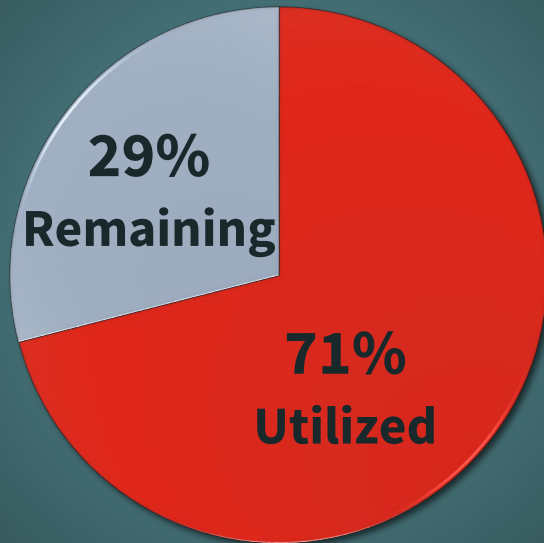
Budget vs Actual Spending

MONTHLY		BUDGET	ACTUAL SPEND	VARIANCE
April 2025 Expenditures		\$1,127,374	\$1,172,645	4%
FISCAL YEAR 2024/2025	TOTAL BUDGET	BUDGET TO DATE	ACTUALS TO DATE	VARIANCE
Fiscal Year to Date	\$13,199,608	\$9,214,180	\$9,303,824	<1%
Remaining Funds	\$3,895,784			

Utilized vs Remaining Budget

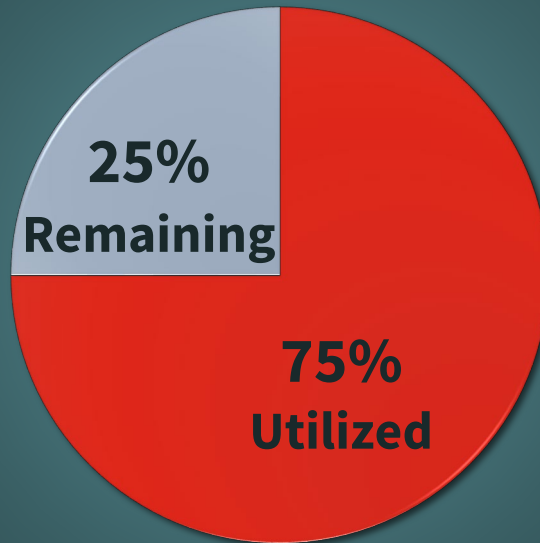
as of
April 30, 2025

Contracted Services



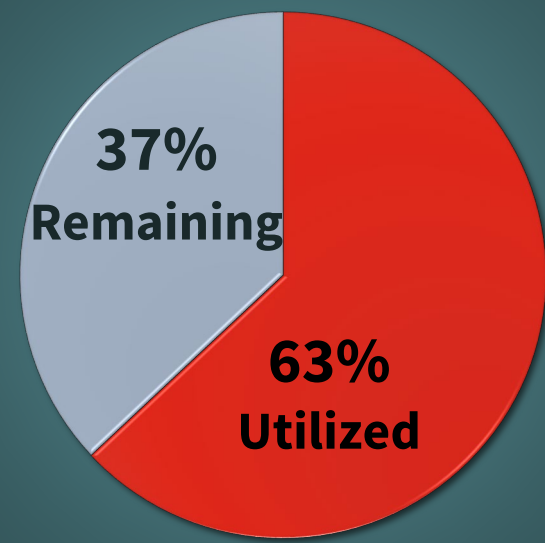
■ Utilized ■ Remaining

IV&V



■ Utilized ■ Remaining

Expense



■ 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

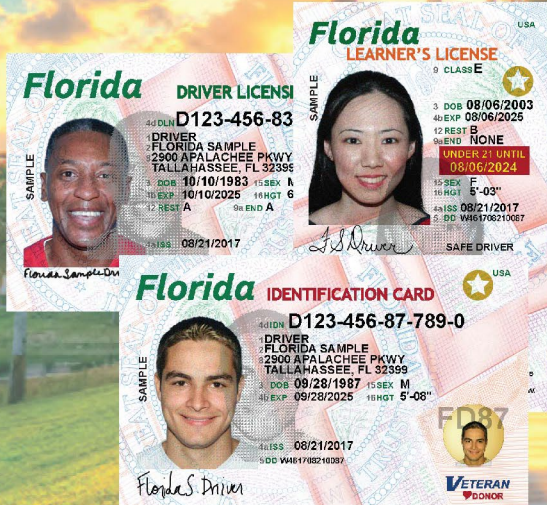
❖ Contractual Services

• 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
	<u>\$11,835,369</u>

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

❖ Expense \$1,064,564

❖ Total Budget \$13,199,608



FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



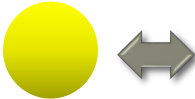
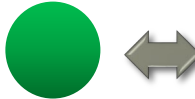
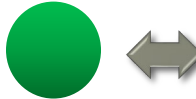
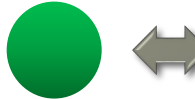

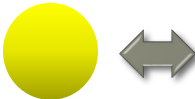
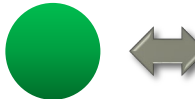

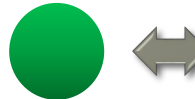

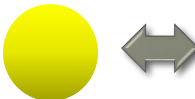

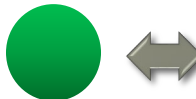
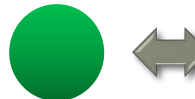

Motorist Modernization Phase II Advisory Board

MAY 13, 2025

ORION Releases

- **Release 1 – Motor Vehicle Issuance Inquiry – *Oct 2023 - Completed***
 - MV Customer Inquiry, Customer Summary and linkage to DLI Customer Summary
- **Release 2 - ORION Pilot – *Apr 2024 – Completed***
 - Pilot a subset of ORION transactions and Global Admin functionality to a select group of offices
- **Release 3 – International Fuel Tax Agreement (IFTA) /International Registration Plan (IRP) – *June 2024 - Completed***
 - Celtic IFTA/IRP COTS Product and associated ORION updates
- **Release 4 - ORION Statewide – *Apr 2025 – Jan 2026 – In Progress***
 - All core MVI and Global functionality
- **Release 5 – Motor Vehicle MyDMV Portal – *Fall 2025***
 - Motor vehicle functionality additions to MyDMV Portal
- **Release 6 - Batch, Back-Office – *Apr 2026 - Deferred***
 - Remaining ORION back-office functionality and Phase II batch functionality

Overall Status

Team	Updates	Development	Testing	UAT	Training	User Guides
Titles & Registration	Total: 105 functional areas Build Complete: 103 Build In Progress: 2 Build Late: 2					
MV Globals	Total: 61 functional areas Build Complete: 47 Build In Progress: 7 Build Late: 14					
Portal/Fleet	Total: 43 functional areas Build Complete: 30 Build In Progress: 8 Build Late: 13					

Risks & Issues Impacting Teams & Remediation

- *Staffing Vacancies (5 Developer Vacancies, 8 SEU Vacancies, 10 LDO Vacancies) – LDO in process of filling 2 of their open positions, SEU in the process of interviewing to fill 5 of their open positions, OMM in the process of interviewing to fill 3 vacant developer positions*

Release 4 – ORION Statewide Roll-out – Critical Items

- **ORION Installed with Devices and Bins mapped appropriately**
 - Instructions sent; will validate readiness as part of Readiness Checks
 - Running bin migration as part of readiness
- **Users Created in ORION with appropriate roles**
 - Batch program to map FRVIS roles to ORION roles for existing FRVIS users running daily
- **3rd Party Cashier Testing Complete and MOU Updated**
 - Testing with vendors who are part of statewide
- **Finalize Statewide Rollout Schedule**
 - Working through schedule changes based upon delay due to intermittent printing issues

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



▪ Training

- Launched additional Release 2e training modules on 6 May



▪ User Guides

- User Guides posted to PartnerNet



▪ Policy and Procedures

- Policy & Procedure Group focusing on legislative updates to P&P



▪ MV Renewal API – included in Release 5 – Portal Release (Sep 2025)

- 1st Monthly meeting held 25 April
- Testing began 1 May



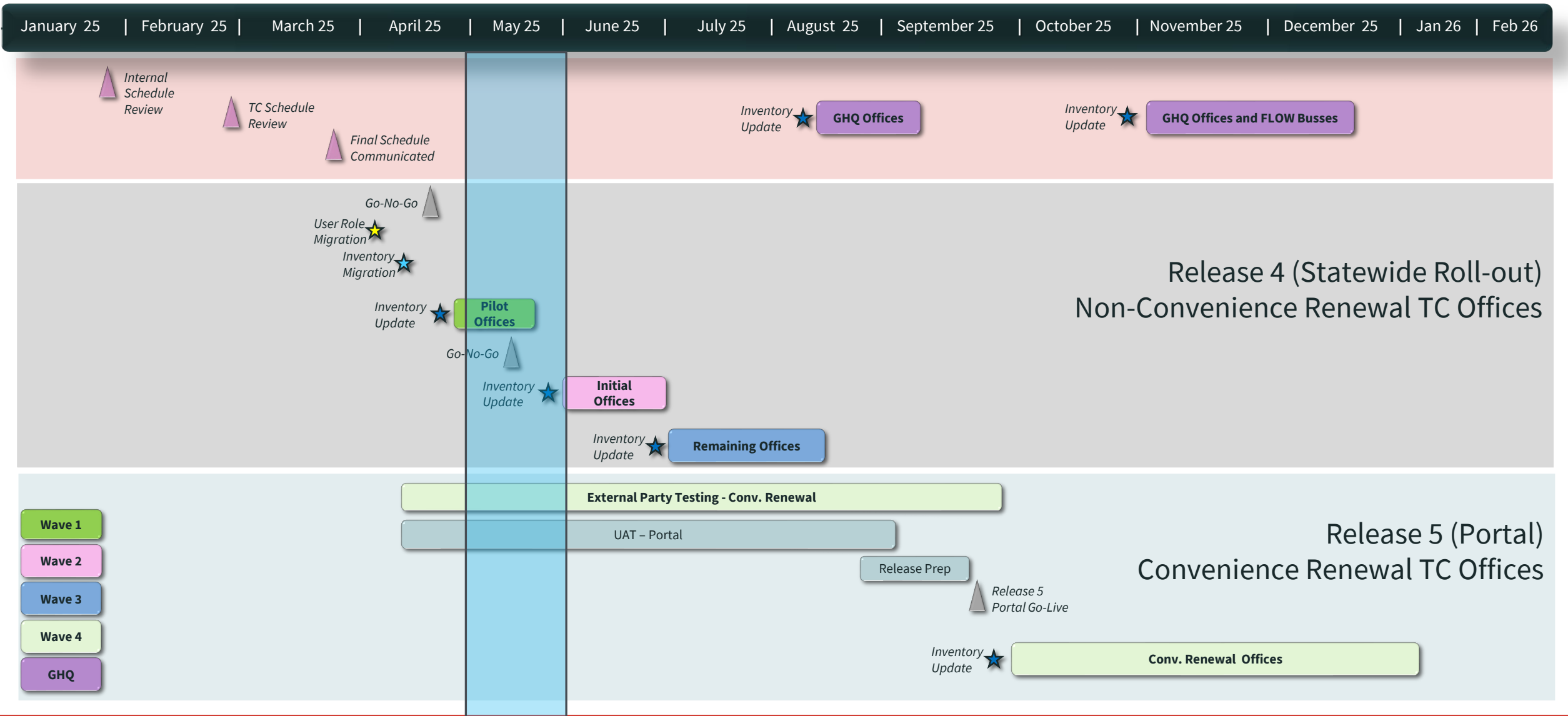
▪ Bulk API – included in Release 5 – Portal Release (Sep 2025)

- 1st Monthly meeting held for 25 April
- On schedule to begin testing 1 July

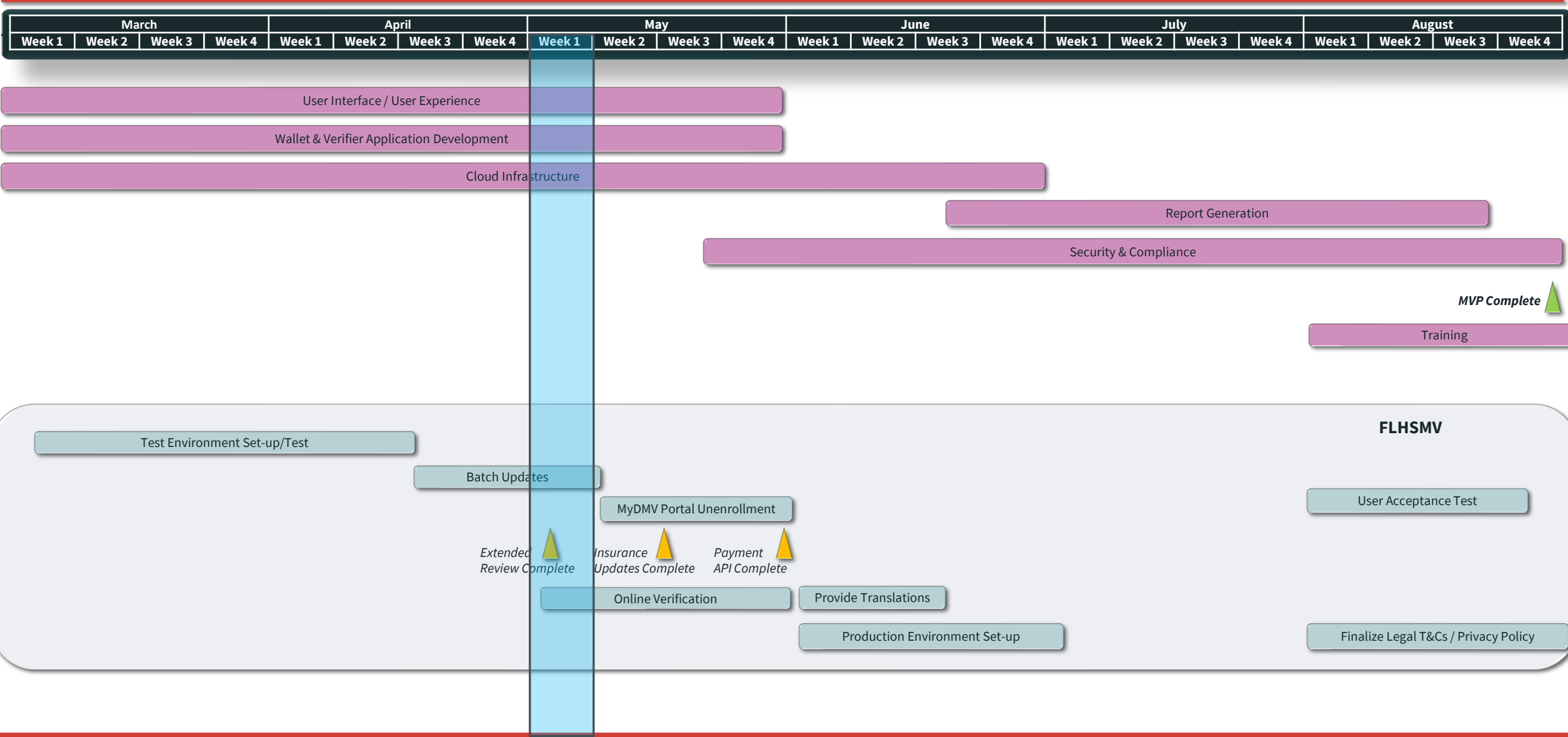
Phase II Implementation – Schedule – Office Migration Key Points

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 After End of Day prior to Migration Date	Migration of Inventory to ORION Bins Sync Process per office ongoing	Initial run is to support the assignment of bins to workstation by TC office. Final run is to update any differences and verify bins have the proper inventory.	OMM Team Motorist Services TC Office Representative(s)
After 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 is planned to be done on the night prior after FRVIS	Enable MVI for each office	Move the Office(s) into the Production Office Group and Remove MV Inquiry Flag TC Users verify functionality <ol style="list-style-type: none"> 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 7:30am – 6:00pm on Migration days	Provide support procedures and assistance <ol style="list-style-type: none"> 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



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 186 Change Champions
 - CCNC April 23
 - Policy & Procedures; Training; Go-Live support; Checklist; Q & A
 - Next CCNC May 21
- Facilitate **Knowledge Transfer** (KT) meetings and activities
 - ICFS KT complete
 - MVI KT strategic plan/matrix in progress
- Assist with statewide **Go-Live preparations**
 - Readiness checklist
 - Go-Live checkpoints/readiness calls
- Assist with Phase II **Tax Collector office testing**
- **Florida Smart Wallet/ID**



ISA/Project Management Office Change Request Form

General Information	
Project Name	Office of Motorist Modernization Phase II
Project Manager	Joe Weldon, PMP
Change Requested By	Joe Weldon, PMP
Project Sponsor	Robert Kynoch
Date Requested	04/08/2025

Change Request #	56
Change Request Information (completed by the requestor)	
<p>Description: This Change Request (CR) proposes an update to the Modernization Phase II Integrated Master Schedule (IMS) to reflect adjustments in the statewide rollout timeline. These changes are being made in response to requests from Tax Collectors seeking greater flexibility in selecting rollout dates during October and November, based on their local operational needs. As a result of accommodating these requests, the overall statewide rollout end date will shift from November 2025 to January 2026.</p> <p>In March and April 2025, Tax Collector points of contact (POCs) were informed of potential impacts associated with selecting implementation dates in January 2026. To date, no requests have been received to move to an earlier time period.</p> <p>Important Note for offices with a January 2026 implementation date <i>Certain legislative updates may not be implemented in FRVIS and will only be available in the new ORION Motor Vehicle Issuance (MVI) system. This could impact offices that have not yet transitioned to ORION-MVI.</i></p>	
Classification Critical : <input checked="" type="checkbox"/> Medium : <input type="checkbox"/> Low : <input type="checkbox"/>	
Due to the level of classification and potential impact to the scope, schedule, and/or budget, this change request must be approved by the Executive Steering Committee in accordance with the MM Phase I Program Management Plan.	

Business Need / Justification (completed by the requestor)
This change request extends the statewide rollout schedule to give Tax Collectors flexibility to schedule dates that are most convenient to their offices during the prep/early stages of tax season to minimize operational impact to the agency.

Impact Analysis (completed by ISA)
Specific Requirements Definition: None. Completed by: Joe Weldon


Impact on Schedule:

The Motorist Modernization Phase II Integrated Master Schedule (IMS) will be updated to reflect the extended end date of the statewide rollout.

Current Schedule:
Release 4 - ORION Statewide – all core MVI and Global functionality

- Users: TCs, LPAs

Work Stream	Date
Enterprise & Security Testing	Jan 2025 - Mar 2025
Training	Feb 2025 - Sep 2025
Statewide	Apr 2025 - Nov 2025

Proposed Schedule:
Release 4 - ORION Statewide – all core MVI and Global functionality

- Users: TCs, LPAs

Work Stream	Date
Enterprise & Security Testing	Jan 2025 - Mar 2025
Training	Feb 2025 - Sep 2025
Statewide	Apr 2025 – Jan 2026

Completed by: Joe Weldon

Impact on Cost: In consultation with the FLHSMV Chief Financial Officer, there are no immediate budgetary implications for Motorist Modernization (MM) Phase II or its deliverable-based contracts. The Program did not request additional appropriations for Phase II in the FY25–26 budget, as all software development work is expected to be completed as planned by the end of FY24–25.

Impact on Resources: The primary impact will be on the operational resources supporting the statewide rollout, as the schedule now extends into January 2026. The longer rollout period will require extended support. This revised timeline should be considered when evaluating resource availability for other projects and work streams.

Resource Requirements	Work Effort (Hours)	Cost

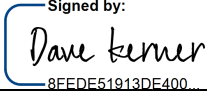
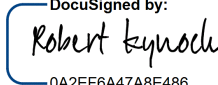
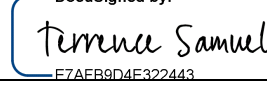
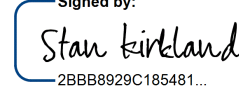
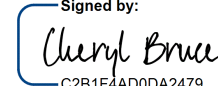
Alternatives to the Requested Change: If this change request is not approved, the Phase II Program will need to re-engage with Tax Collectors and LPAs assigned to the later dates to coordinate and reschedule their implementation timelines.

Completed by: Joe Weldon



ISA/Project Management Office Change Request Form

Outcome
Decision: <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> Defer
Comments:

Approver	Signature	Date
Dave Kerner Executive Director, FLHSMV	<div>Signed by:</div>  <div>8FEDE51913DF400...</div>	April 9, 2025
Robert Kynoch Deputy Executive Director, FLHSMV	<div>DocuSigned by:</div>  <div>0A2EF6A47A8E486...</div>	April 9, 2025
Terrence Samuel Chief Information Officer, FLHSMV	<div>DocuSigned by:</div>  <div>F7AFB9D4E322443</div>	April 9, 2025
Stan Kirkland Operations & Mgmt Consultant Mgr., FLHSMV	<div>Signed by:</div>  <div>2BBB8929C185481...</div>	April 9, 2025
Cheryl Bruce Motor Vehicle Representative, FLHSMV	<div>Signed by:</div>  <div>C2B1F4AD0DA2479...</div>	April 8, 2025



ISA/Project Management Office Change Request Form

General Information	
Project Name	Motorist Modernization Phase II – T&R
Change Requested By	Joe Weldon
Project Sponsor	Robert Kynoch
Date Requested	4/9/24

Change Request #	57
Change Request Information (completed by the requestor)	

Description: Several changes have been made by GHQ, Tax Collectors, and Vendors that are essential to completing the statewide rollout (SWR) for the impacted agencies (see Business Need/Justification for details on specific agencies). This Change Request also includes the addition of a WRAP item to ensure conformance with statutory requirements.

To offset the inclusion of these new items, the Titles and Registration team is recommending the deferral of two previously approved Change Requests. These items will be updated in the Change Request log to reflect a “Not Approved to Work” status.

The team is currently behind schedule in completing previously planned Change Requests. The work associated with this Change Request will be incorporated into an upcoming production support sprint and deployed as part of a future bug fix release. The Development estimate for the new scope is 78 hours, while the estimate for the deferred scope is 100 hours. Reprioritizing the backlog to accommodate the new items while removing the deferred ones will not result in additional delays beyond the current schedule.

Below is a list of the items requested for inclusion in the updated scope:

Item	CR Title	Brief Description
326	Cashiering API Updates	<p>This request is to add the following fields under the Transaction Object in the 3rd Party Cashier API to allow vendors to have this information without using an additional API (Agency Transaction Service - Transaction Data) to get the data: Expiration Date and Vessel Registration Number. Additionally, this request would change the API to allow a vendor to ""Delete"" (i.e., Void) a payment AFTER the report to which the batch is associated is Closed. NOTE: The approach would be to only allow a Payment Void for batches that do NOT contain a DLI transaction, or a CRS payment and the report date is less than 30 days from system date.</p> <p>It was also requested to add Credit Applied to the Transaction Fees object so that the sum of those fees equals the transaction total when the transaction has credits.</p> <p>It was also requested by Hillsborough, Brevard and Grant Street to add the Vessel Registration Number to the transaction data.</p> <p>Additionally, it was determined that the 3rd Party Cashier API (v2) needs to be put behind the API Gateway.</p>
329	WRAP 8580 OOS Collegiate:	To distribute the funds as per FS 320.08058 (81); (100) and (111) to distribute a 10% distribution to an entity and a 90% distribution to a county bringing the system into compliance with the statute. Three new out of state, collegiate plates introduced a new distribution type of an Entity, county Split.
340	Role Change for FL Titled Vehicle needing IRP Attributes	Requested by IFTA/IRP: Item # 307 was created, coded, tested, approved, and moved to Prod in December 2024. However, only the ability to add new VINs for Vehicle Information that is required for IRP fee calculations such as Net Weight, Gross Vehicle Weight, Number of Axles, Factory List Price and IRP Vehicle Type on vehicles that are titled as well as non-titled vehicles was included. The business needs the ability to update existing Registrations so that the vehicle can switch to an IRP Vehicle. Currently edits are only allowed when the vehicle does not have a vehicle registration or expiration date.

Below is the list of items recommended for deferral from scope. These changes will not be included in the Phase II development work scheduled for completion by the end of June 2025.

Item	CR Title	Brief Description
147	WRAP 7852 - Add 3 of 9 Barcode to Titles	Use the space allocated for the OMR barcode to print a "3 of 9" barcode on titles.
287	Update Correspondence for MVI Tag Surrender	<p>This will replace the current batch job that inserts a DL correspondence when a license plate is surrendered.</p> <p>As part of an SLR – Surrender License Plate/Cancel Registration transaction MVI should insert a correspondence. This will replace a batch process that was Deferred as part of Phase I.</p> <p>NOTE: Should correspondence be added in ORION only or is there an FR process that does this as well, i.e., processes a surrendered license plate - Motorist Maintenance?) - add an insert to the ENTPR.CORRESPONDENCE table when a Surrender Tag transaction is performed in MVI. (From Desi - Surrendered Tag correspondence job – this job pulls Surrendered Tag transactions from MVPROD, then adds Surrendered Tag correspondence to the associated Driver Records on DLPROD. I believe that the replacement functionality is being developed in Phase II.</p> <p>• \$DBS038 – pulls the MV transaction data and then inserts correspondence rows to DLPROD (via the DBS105/DBS110 programs)) Once FRVIS is retired, the batch job is no longer needed</p>

Classification Critical : ☒ Medium : ☐ Low : ☐

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

Business Need / Justification (completed by the requestor)

Description: The following items have been identified as necessary updates due to either a legislative requirement or a high-priority request from a pilot agency or vendor. These changes are critical to ensuring successful participation in the statewide rollout (SWR). Without these updates, the impacted agencies may be unable to proceed with their go-live activities.

- CR-326 – Cashiering Application Programming Interface (API) Updates**
 This change request includes multiple updates based on stakeholder feedback and operational requirements:
 - Implements a request from Information Systems Administration (ISA) to have external facing APIs behind the Gateway
 - Supports a request from **First Manatee Tag Agency** to allow voiding payments outside of report closing, consistent with FRVIS functionality — a key requirement for their participation in SWR.
 - Addresses a request from **Palm Beach County** to add specific fields to the API response — necessary for their SWR readiness.
 - Fulfills a request from **Grant Street** to include additional fields in the response to support reporting for the counties they serve.
- CR-329 – WRAP 8580: Out-of-State (OOS) Collegiate SLP Distribution Correction**
 Submitted in November 2024, with discussion initiated at a meeting on January 31, 2025. OMM and ISA Technical Architects collaborated throughout February 2025 to identify a solution. This WRAP addresses a statutory requirement under F.S. 320.08058 (81), (100), and (111) to distribute collegiate specialty license plate

revenue with a 10% allocation to a designated entity and 90% to the corresponding county. Implementation is required to ensure statutory compliance.

- CR-340 – Role Change for Florida-Titled Vehicles Requiring IRP Attributes**
 This issue was escalated to the Titles and Registration team after it was confirmed that GHQ offices would no longer have access to FRVIS. This change corrects a missed requirement in the original CR-307 and ensures vehicle maintenance functionality is in place to support IRP processing post-FRVIS.

Impact Analysis (completed by ISA)

Specific Requirements Definition: These updates will require updates to the 3rd Party Cashier API, to the fee service and to the vehicle details screen.

Completed by: Joe Weldon

Impact on Schedule: The work will be completed across the Production Support 1 and Production Support 2 sprints, scheduled between **April 23 and June 3**. Failure to complete the third-party cashiering updates during this timeframe may delay Palm Beach County's readiness, as they are a pilot site for the statewide implementation.

Aside from potential adjustments to resource prioritization, no additional impacts to the overall implementation schedule are anticipated at this time.

Completed by: Joe Weldon

Impact on Cost: In consultation with the FLHSMV Chief Financial Officer, there are no immediate budgetary implications for Motorist Modernization (MM) Phase II or its deliverable-based contracts. The Program did not request additional appropriations for Phase II in the FY25–26 budget, as all software development work is expected to be completed as planned by the end of FY24–25.

Impact on Resources: Existing modernization team resources will complete this work.

Resource Requirements	Work Effort (Hours)	Cost
Scope to Defer		
Business Analysts	12	
Developers	100	
Testers	40	
Total	152	
Scope to Add		
Business Analysts	14	
Developers	78	
Testers	56	
Total	148	
Total Added	-4	

Alternatives to the Requested Change: No alternative; these changes are required to complete roll-out to offices as part of statewide rollout.

Completed by: Joe Weldon



ISA/Project Management Office Change Request Form

Outcome
Decision: <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> Defer
Comments: POs have been added as approvers due to the impact to the statewide implementation.

Approver	Signature	Date
Dave Kerner Executive Director, FLHSMV	Signed by: 8EEDE51913DE400	April 15, 2025
Robert Kynoch Deputy Executive Director, FLHSMV	DocuSigned by: 0A2EF6A47A8E486...	April 14, 2025
Terrence Samuel Chief Information Officer, FLHSMV	DocuSigned by: F7AFB9D4E322443	April 14, 2025
Stan Kirkland Operations & Mgmt Consultant Mgr., FLHSMV	Signed by: 2BBB8929C185481...	April 9, 2025
Cheryl Bruce Motor Vehicle Representative, FLHSMV	Signed by: C2B1F4AD0DA2479...	April 9, 2025
Travis Pelham Titles and Registration Product Owner	Signed by: 7C40E99BCD06445...	April 10, 2025
Cosmos Ficklin Titles and Registration Alternate Product Owner	Signed by: 4952D822A0594DC...	April 9, 2025
Caretha Williams Titles and Registration Product Owner	Signed by: 71C8312B72F94C5...	April 9, 2025
Paula Stanfield Titles and Registration Alternate Product Owner	Signed by: 2BAEDAE5AE2B433...	April 9, 2025

General Information	
Project Name	Motorist Modernization Phase II – T&R
Change Requested By	Joe Weldon
Project Sponsor	Robert Kynoch
Date Requested	4/14/2025

Change Request #	58
Change Request Information (completed by the requestor)	

Description: Item 259 – WRAP 8110: Adjust Renewal Period for Mobile Home was previously approved for implementation by the ESC as part of Change Request 47 (CR-47). At that time, it was determined that the related changes would not be made in FRVIS.

Following recent discussions with Tax Collectors and FLHSMV leadership, it has been agreed to defer this work until after the completion of the Phase II statewide rollout of the ORION Motor Vehicle Issuance system (reference attached email from Scott Lunsford). All development and testing by Service Development will be completed in 2025, contingent on the successful rollout and support of Phase II statewide.



CR 58_ MOMO
Mobile Home Quest

This change request is intended to formally document the deferral of WRAP 8110, confirming that these changes will not be included in the Phase II development efforts currently scheduled for completion by June 2025.

Item	CR Title	Brief Description
259	WRAP 8110 - Adjust Renewal Period for Mobile Home	Senate Bill 754 requires changes to the registration period for mobile homes owned by individuals, requiring the department to provide customers the option to renew their registrations on their dates of birth in certain years; specifying permissible renewal periods for such renewals; and providing an effective date. 2-year renewals may possibly be impacted. This impacts multiple teams. Effects County Renewals, Highspeed, Kiosk, Mobile App and ORION MVI. Additional changes would be needed on the operation side for EFS and MVRN that is not in scope for this CR

Classification Critical : ☒ Medium : ☐ Low : ☐

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

Business Need / Justification (completed by the requestor)
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Description: This change request formally documents the decision by Tax Collector leadership and FLHSMV to defer work on WRAP 8110 – Adjust Renewal Period for Mobile Home until after the statewide go-live of the ORION Motor Vehicle Issuance system.

Deferring this work will help maintain consistency in the calculation of expiration dates and fees for Mobile Home renewals between ORION and FRVIS, minimizing the risk of customer confusion or dissatisfaction due to mismatched fees or renewal dates compared to what is printed on the renewal notice.



ISA/Project Management Office Change Request Form

Impact Analysis (completed by ISA)

Specific Requirements Definition: Requirement updates will be completed when this work is re-scheduled.

Completed by: Joe Weldon

Impact on Schedule: There is no impact to the current project schedule. This WRAP will be addressed later in calendar year 2025, contingent on the successful rollout and support of Phase II statewide, aligning with planned work for the Motor Vehicle Renewal Notification process.

Service Development will complete the necessary development and testing to implement the new expiration date logic for mobile home renewals, effective for expirations occurring in 2026.

Completed by: Joe Weldon and Desi Tatilian

Impact on Cost: None.

Impact on Resources: Operational resources will make changes when this work is prioritized in 2026.

Resource Requirements	Work Effort (Hours)	Cost
Scope to Defer from OMM Backlog		0
Business Analysts	-16	0
Developers	-32	0
Testers	-8	0
Total	-56	0

Alternatives to the Requested Change: Not delaying work on WRAP 8110 - Adjust Renewal Period for Mobile Home would create differences in the way ORION MVI calculates expiration dates and fees for Mobile Homes vs. what FRVIS calculates during the statewide rollout period of ORION Motor Vehicle Issuance.

Completed by: Joe Weldon



ISA/Project Management Office Change Request Form

Outcome

Decision: ☒ Approve ☐ Reject ☐ Defer

Comments: Approval signifies that the ESC approves the deferral of functionality as requested in this form.

Approver	Signature	Date
Dave Kerner Executive Director, FLHSMV	Signed by: <i>Dave Kerner</i> 8EEDE51913DE400	April 24, 2025
Robert Kynoch Deputy Executive Director, FLHSMV	DocuSigned by: <i>Robert Kynoch</i> 0A2EF6A47A8F486...	April 28, 2025
Terrence Samuel Chief Information Officer, FLHSMV	DocuSigned by: <i>Terrence Samuel</i> E7AFB9D4E322443...	April 25, 2025
Stan Kirkland Operations & Mgmt Consultant Mgr., FLHSMV	Signed by: <i>Stan Kirkland</i> 2BBB8929C185481...	April 24, 2025
Cheryl Bruce Motor Vehicle Representative, FLHSMV	Signed by: <i>Cheryl Bruce</i> C2B1F4AD0DA2479...	April 25, 2025