

Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, July 9, 2019
2:30 to 4:00 PM
Neil Kirkman Building, Conference Room B-202
2900 Apalachee Parkway, Tallahassee Florida 32399

Invitees

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

Representing

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

Agenda

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

Motorist Modernization Advisory Board – Phase II Meeting

Tuesday, June 11, 2019

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. Kristin Green began the meeting by welcoming members and visitors and proceeded with the roll call of board members.

Advisory Board Phase II members included

- | | |
|---------------------|------------------------|
| ○ Stephen Boley | DHSMV (absent) |
| ○ Steve Burch | DHSMV |
| ○ Lt. Jason Britt | DHSMV (absent) |
| ○ Diane Buck | DHSMV |
| ○ Jay Levenstein | DHSMV |
| ○ Lisa Cullen | Florida Tax Collectors |
| ○ Sherri Smith | Florida Tax Collectors |
| ○ Sgt. Derek Joseph | Law Enforcement |

- Additional DHSMV members present included – Kristin Green, Koral Griggs, Cathy Thomas, Jessica Espinoza, Judy Johnson, Craig Benner, Felecia Ford and Laura Freeman.
- Visitors present included – Alyene Calvo from Ernst & Young attended via phone. Nathan Johnson from Accenture. Andrew Bell and Denise Smith from Florida Auto Tag Agencies, Robert Priselac with Title Tech. and Carl Ford from J Ford Consulting also attended.

REVIEW OF MEETING MINUTES

- Rachel Graham reviewed the meeting minutes from April 9, 2019. No corrections were identified. A motion to approve the minutes was accepted by the board members and the April 9, 2019, meeting minutes were approved.

IV&V UPDATE

- Alyene Calvo 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 was .945. 19 of 1,446 total tasks were late. The program completion date is projected to be 198.2 days late and the Schedule Quality Score was 96.1.

STAKEHOLDER OUTREACH

- There was no stakeholder outreach update at the meeting.

POLICY & DECISION REVIEW

- POR08 – Request to Allow the Issuance of Permanent Decals for Tribal Registrations – Judy Johnson stated the department will move forward with seeking legislation to allow for the issuance of permanent plates. This item would now be closed.

Office of Motorist Modernization

- POR11 – Permanent Plates for Tribes – Ms. Johnson stated the department will move forward with seeking legislation to allow for the issuance of permanent plates. This item would also be closed.
- DSERV05 – Felecia Ford stated the Dealer Services team is requesting a decision on allowing the tax collectors to have the capability to cancel dealer plates if the dealer is surrendering the cancelled plate, or in the case of cancelling a stolen plate, ensuring a proper police report was provided. At a minimum, a scanned copy of the plate or report must be associated with the transaction and available for review in ORION. Robert Kynoch will research this item and will report back to the ESC.
 - Lisa Cullen was in favor of this.

FINANCIAL REVIEW

- Kristin Green presented a Phase I and II financial review. The Phase I budget is \$7.5 million with \$6.6 million expended. There was a 0 percent variance with \$921,640 in remaining funds. The budget for Phase II is \$5 million with \$3.6 million expended. There was a 0 percent variance with \$1.4 million in remaining funds.

PHASE II PROJECT UPDATE

- Nathan Johnson stated all the teams are working on closing out requirements validation. The teams are also working on completing development and testing estimates to finalize release planning.

ORGANIZATIONAL CHANGE MANAGEMENT UPDATE

- Craig Benner stated the team completed the Phase II knowledge survey. The results included:
 - 71% indicate tax collector staff are located in multiple offices across their county.
 - 67% of tax collector staff do not have onsite dedicated computer training labs.
 - 50% (12) of responding bureaus within FLHSMV have staff located outside of the Neil Kirkman building.
 - 8 of these 12 bureaus within FLHSMV do not have computer training labs.

COMMUNICATIONS UPDATE

- Koral Griggs presented an overview of the Phase II communications plan previously approved by the ESC.

Q&A

- Lisa Cullen asked what our purpose is for visiting the Texas Department of Motor Vehicles?
 - Jessica Espinoza and Judy Johnson stated we want to observe their general processes, like dealer licensing, online portal, etc.
- Bob Priselac asked if we have discussed how statute changes discussed in previous Advisory Board meetings could affect the overall plan for Motorist Modernization.
 - Kristin Green stated we have continued to keep our legislative affairs office apprised of statute changes, but there have not been discussions at length.

Office of Motorist Modernization

- Carl Ford asked if the global cashiering solution would be the same for both Phase I and Phase II? He also asked if the solution is the same, would Phase II stakeholders be able to observe the solution early?
 - Ms. Green stated she believes it would be the same solution for both Phase I and II. She stated she would make note about the stakeholders observing the cashiering solution in advance.

ADJOURNMENT

- Ms. Green adjourned the meeting at approximately 2:47 p.m.
- The next Advisory Board Phase II Meeting is scheduled for July 9, 2019.

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 (4/9/19)	4 Pages
MM Phase II IV&V Update	31 Pages
MM Phase II Decision Log	2 Pages
MM Phase I/II Financials	7 Pages
OCM Update Report	7 Pages
Phase II Traffic Light Report	1 Page
Phase II Communication Plan	4 Pages

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
May 2019

28 June 2019



Building a better
working world

Topics for discussion

- ▶ General IV&V overview
- ▶ Overall risk state and trending
- ▶ IV&V ratings summary
- ▶ Key indicators
- ▶ Status of key deficiency recommendations
- ▶ Overall performance
- ▶ Project complete date slippage
- ▶ Forecast milestone slippage
- ▶ Open deficiencies and actions
- ▶ Process improvement recommendations
- ▶ Upcoming IV&V activities
- ▶ Supporting information
 - ▶ Summary of changes
 - ▶ Project milestones
 - ▶ Late tasks
 - ▶ Project schedule quality
 - ▶ Project budget

Data contained in this MAR is as of 14 June 2019

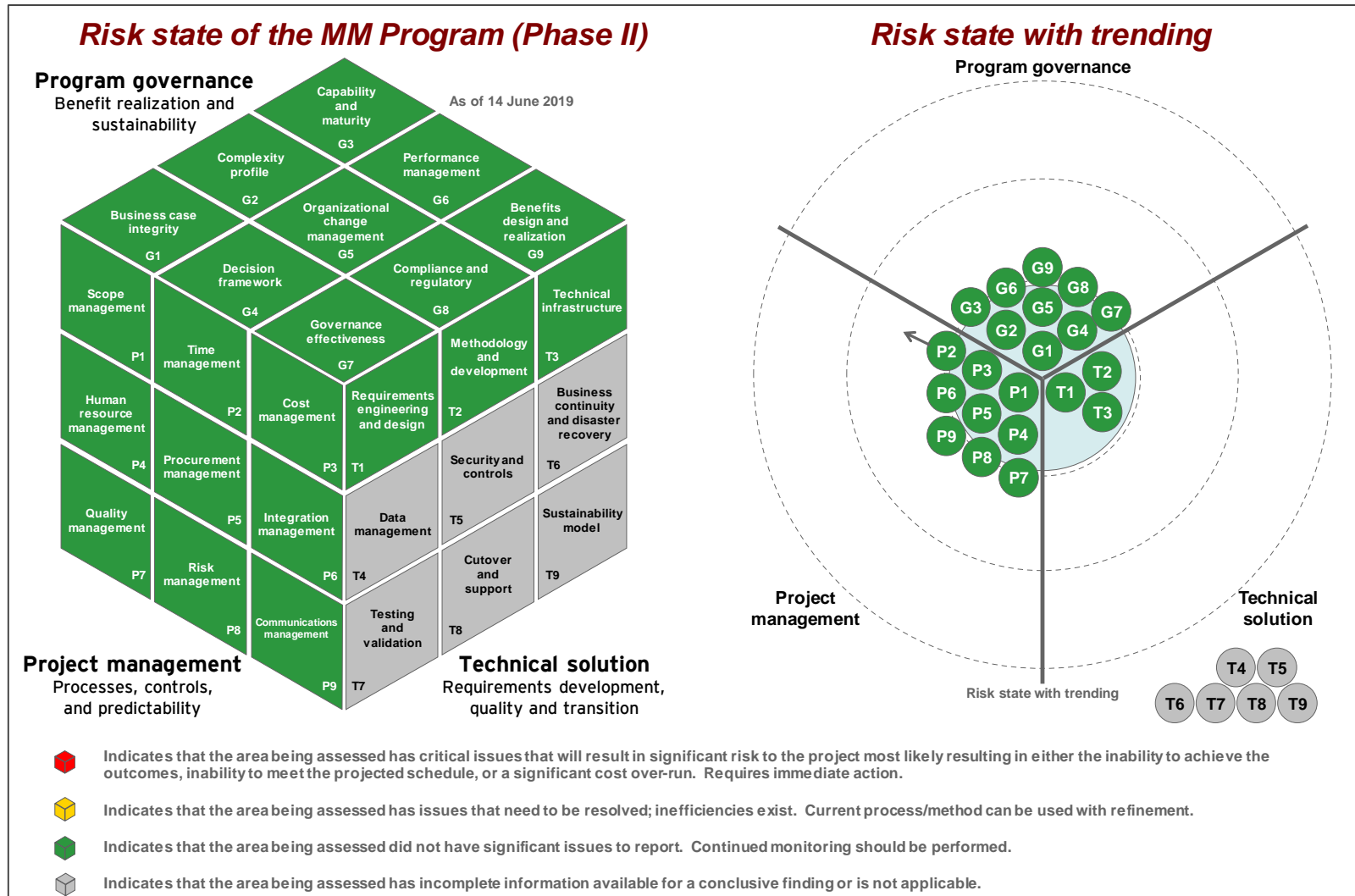
General IV&V overview

Overall IV&V risk state:

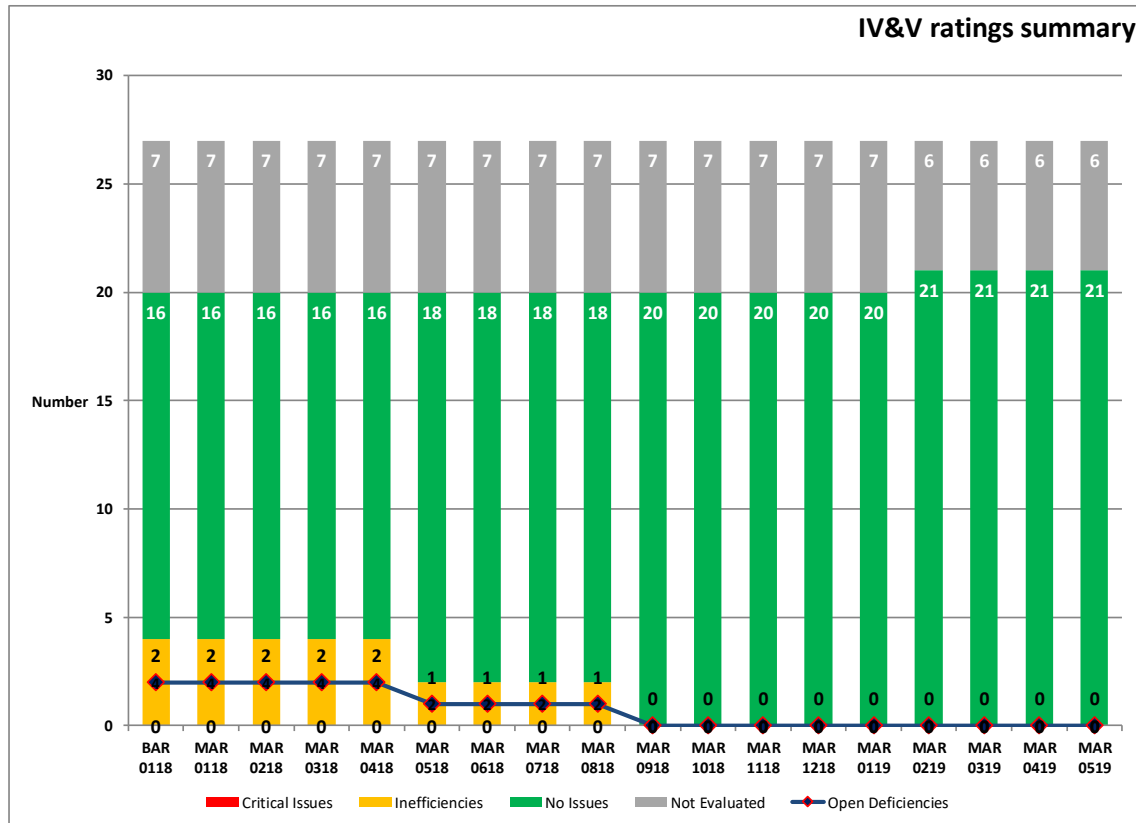
Green

- ▶ There are no open IV&V deficiencies
 - ▶ No additional facets reviewed since the last report
 - ▶ No new deficiencies identified since the last report
- ▶ The MMP2 Program is within established schedule performance thresholds
 - ▶ The schedule performance index (SPI) is 0.949
 - ▶ 32 of 1,446 total tasks (2.21%) contained in the project schedule are late
 - ▶ 2 of 168 total tasks (1.19%) for the current period are late
- ▶ The MMP2 Program is within established cost performance thresholds
 - ▶ The cost performance index (CPI) is 1.000
 - ▶ 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 26 January 2024, 191.1 days late
 - ▶ Future milestones are projected to be completed behind schedule
 - ▶ The amount of time the project is behind schedule is decreasing

Overall risk state and trending



IV&V ratings summary

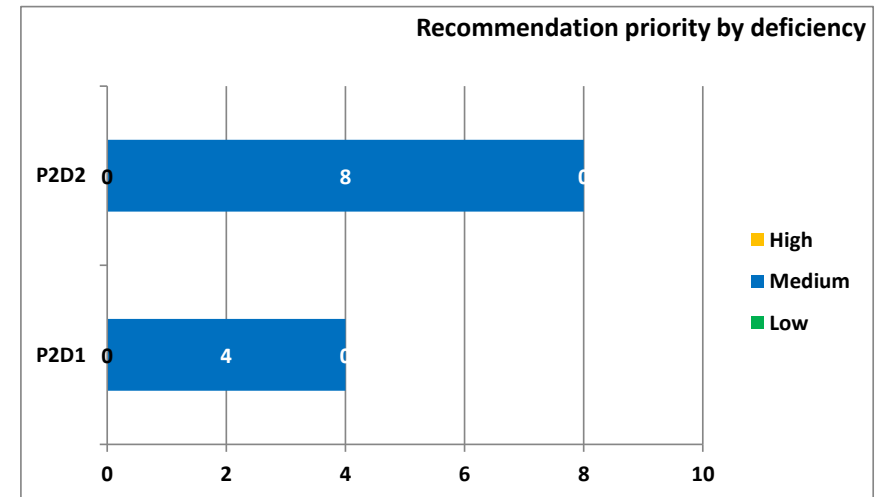
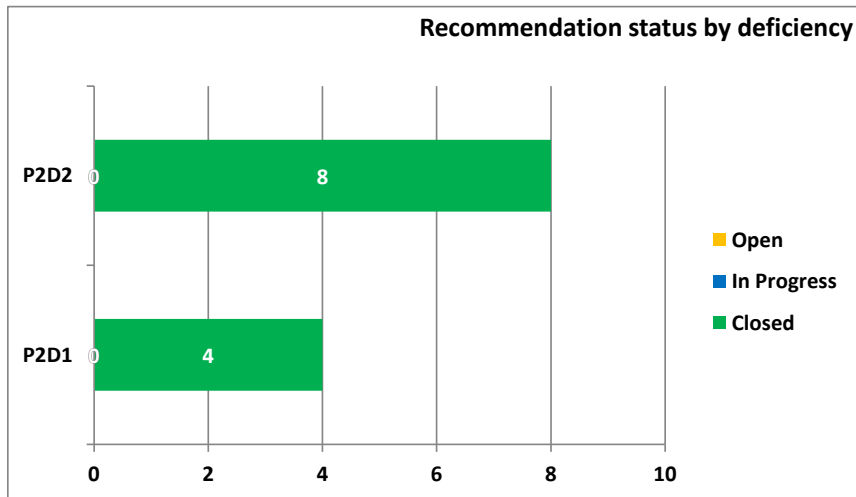
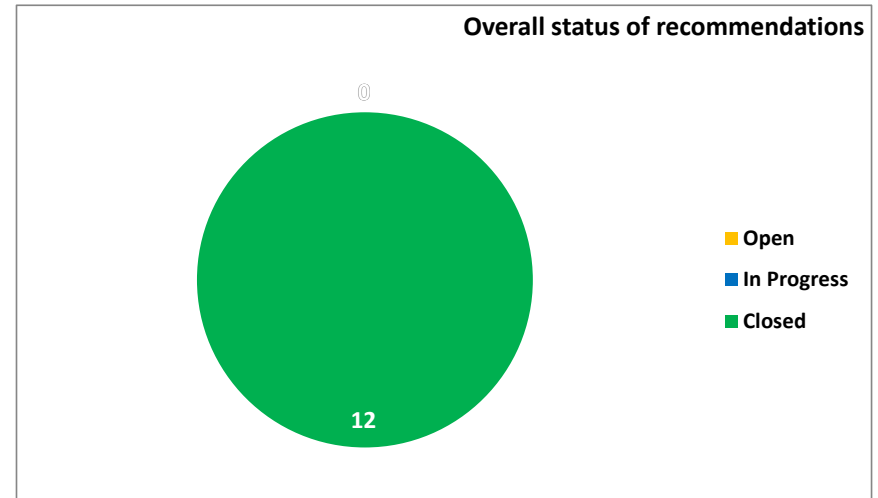
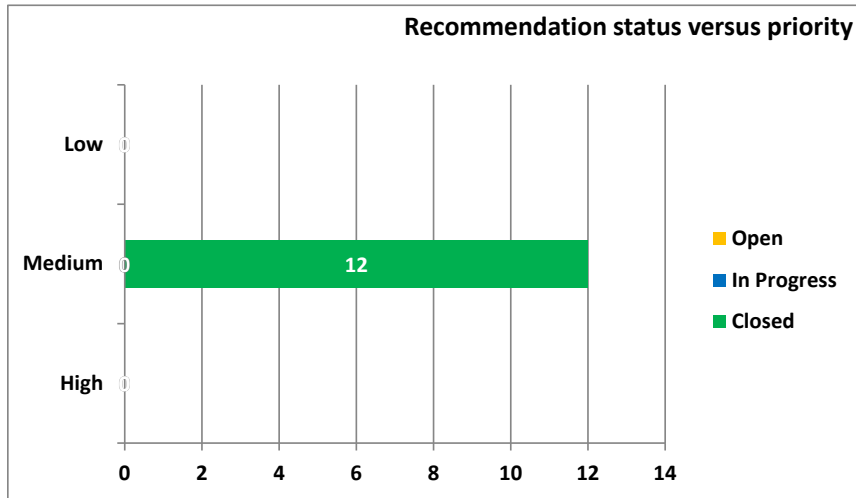


- This chart shows a summary of the IV&V cube facet ratings (red, amber, green and gray), and open deficiencies.
- Facet risk rating totals are as follows:
 - Red (critical issues): 0
 - Amber (issues): 0
 - Green (no issues): 21
 - Gray (not evaluated): 6
- Open deficiencies: 0
- Conclusions:
 - The MMP2 Program Team has satisfactorily addressed all deficiencies identified by the IV&V team.

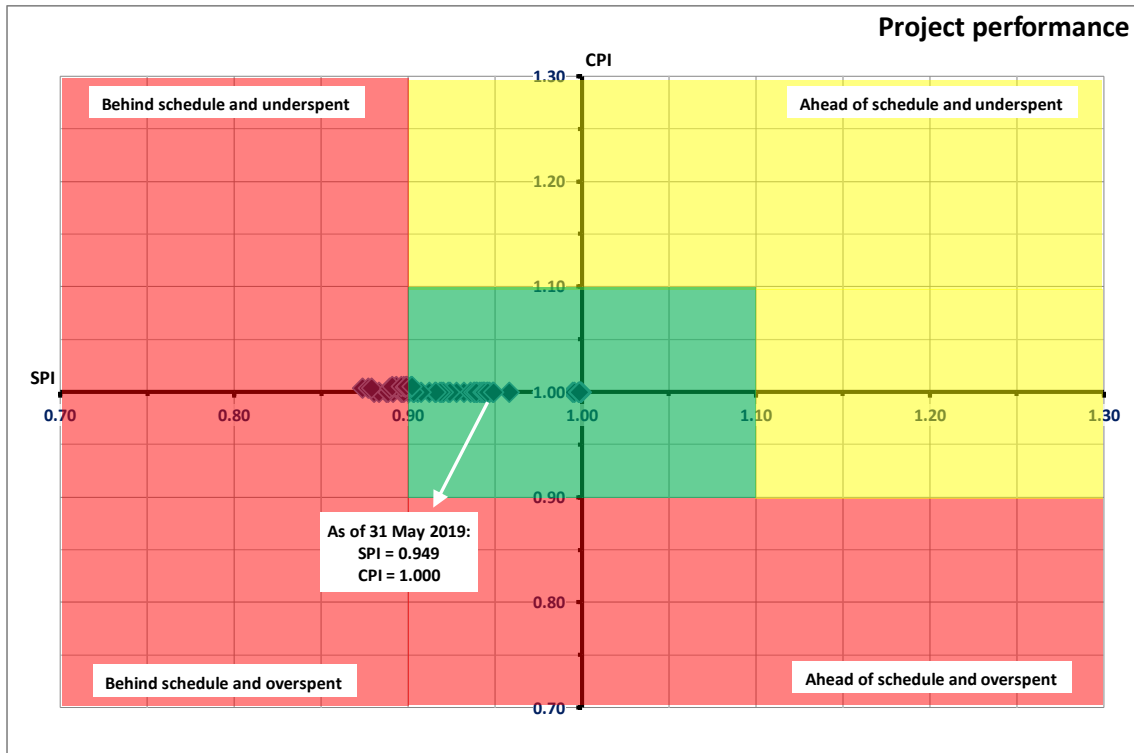
Key indicators

Indicator	Value	Comment
Is the project approach sound?	Yes	<ul style="list-style-type: none"> ▶ 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	<ul style="list-style-type: none"> ▶ The MMP2 Program is within established schedule performance thresholds. <ul style="list-style-type: none"> ▶ The schedule performance index (SPI) is 0.949 ▶ 32 of 1,446 total tasks (2.21%) contained in the project schedule are late. ▶ 2 of 168 total tasks (1.19%) for the current period are late. ▶ Schedule variance is currently -1,538.6 hours. The amount of schedule variance is decreasing.
Is the project on budget?	Yes	<ul style="list-style-type: none"> ▶ The MMP2 Program is within established cost performance thresholds. <ul style="list-style-type: none"> ▶ The cost performance index (CPI) is 1.000. ▶ The Program is currently on budget based on provided budget and spending information.
Is scope being managed so there is no scope creep?	Yes	<ul style="list-style-type: none"> ▶ 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	<ul style="list-style-type: none"> ▶ The MMP2 Program Team has satisfactorily addressed all deficiencies identified by the IV&V team.
Are the project's risks increasing or decreasing?	Steady	<ul style="list-style-type: none"> ▶ 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	<ul style="list-style-type: none"> ▶ New and emerging technologies were considered in the Feasibility Study. ▶ None have an adverse effect on the project's technological assumptions.

Status of key deficiency recommendations



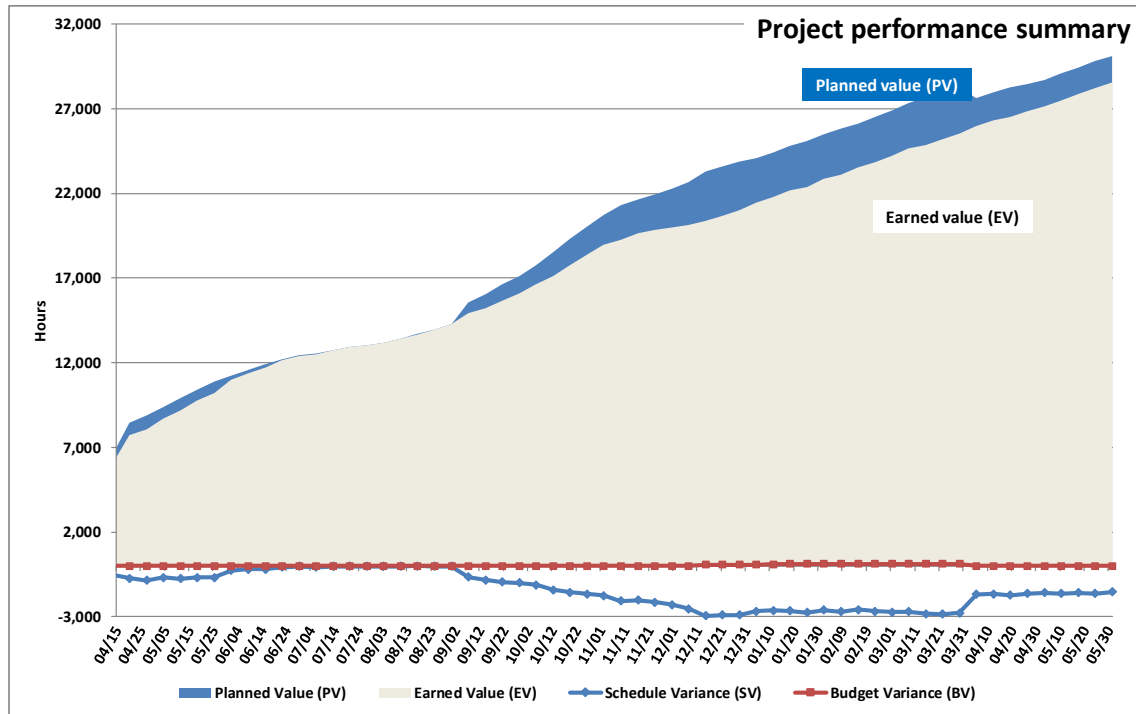
Overall performance



- 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.

Overall performance (continued)

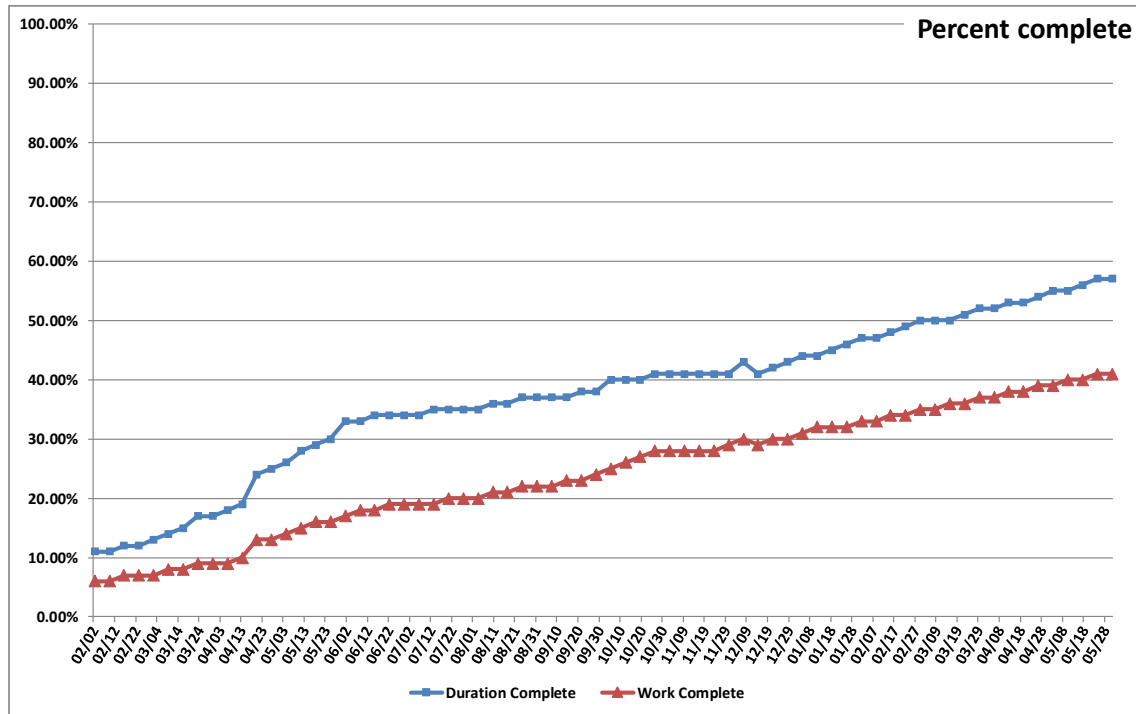


- This chart shows the cumulative planned value (PV) and earned value (EV) for the project.
- Summary:
 - Total EV is less than PV, indicating there is scheduled work that is not being completed as scheduled.
 - The total amount of work not completed as scheduled is 1,538.6 hours.
- Conclusions:
 - The MMP2 Program 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.

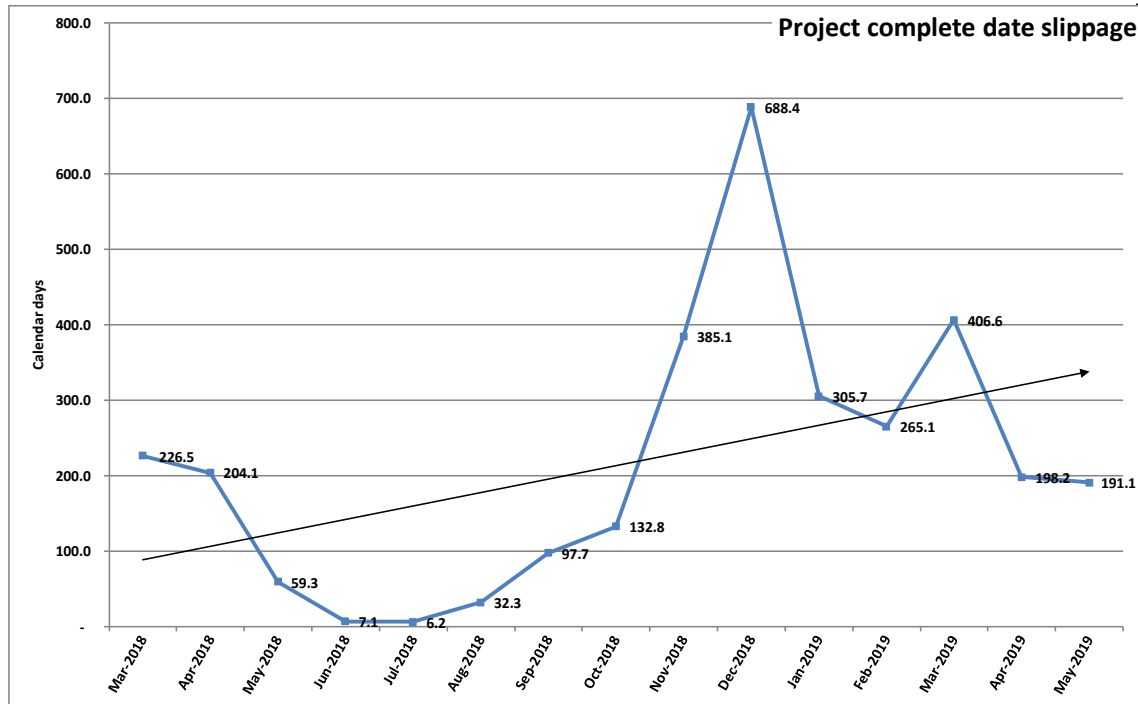
Overall performance (continued)



- This chart shows the percent complete for duration and work for the project.
- Summary:
 - Duration and work complete has been increasing since the beginning of the project.
- Conclusions:
 - None.

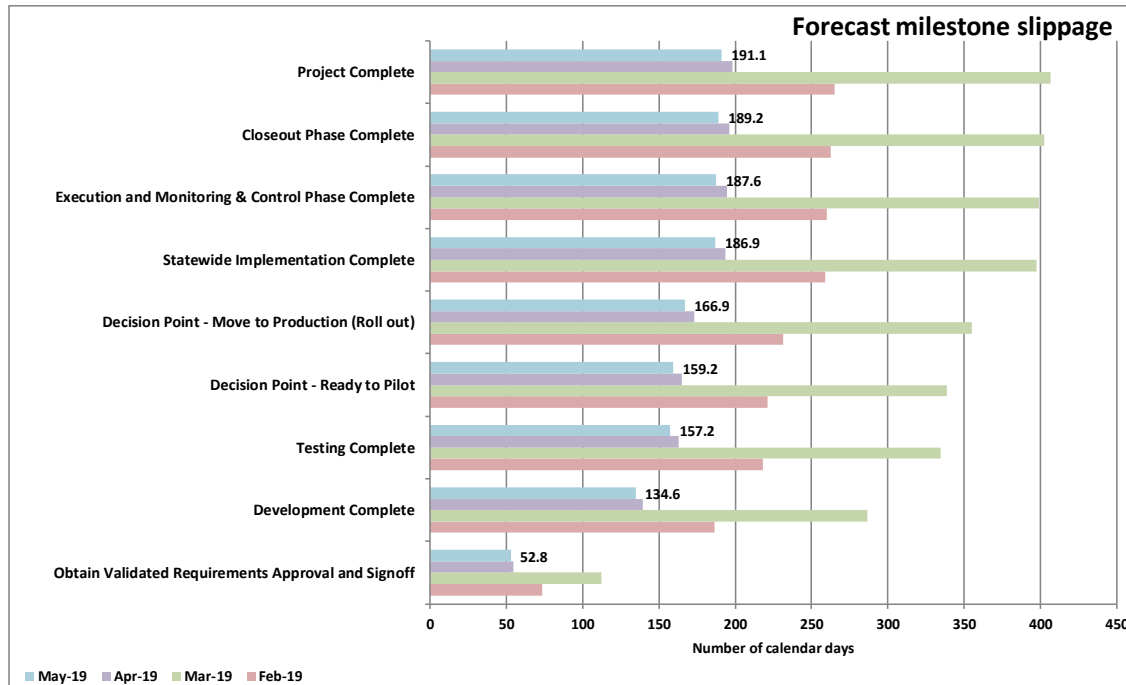
- ▶ Blue line is duration percent complete.
- ▶ Red line is work percent complete

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 26 January 2024, 191.1 days late.
 - The amount of time the project is behind schedule is decreasing.
- Conclusions:
 - The program is behind schedule.

Forecast milestone completion



- This chart shows the projected completion dates for future milestones based on historical performance using the schedule performance index (SPI).
- Summary:
 - Future milestones are projected to be completed behind schedule.
 - The amount of time the project is behind schedule is decreasing.
- Conclusions:
 - The program is behind schedule.

Open deficiencies and actions

Deficiency	Actions taken
▶ None	

The MMP2 Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.

Process improvement recommendations

Recommendation	Progress update / resolution	Status
▶ The program team should perform a level of effort analysis on the remaining Uniface task and update the MM Program Schedule to provide an accurate reflection of the remaining work, allocated resources, and adjusted timeline.	▶ In addition to extending a Uniface resource, HSMV is currently developing a plan and creating a CR to update MM Program Schedule to provide details and clarity around the updated plan for completing Uniface tasks, proving more clarity into work that has already been completed.	▶ In-progress

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 2018 (IVV-302AG)	08/14/2018	08/29/2018	08/29/2018	▶ Complete
MAR – Aug 2018 (IVV-302AH)	09/17/2018	10/02/2018	10/01/2018	▶ Complete
MAR – Sep 2018 (IVV-302AI)	10/18/2018	11/02/2018	11/02/2018	▶ Complete
MAR – Oct 2018 (IVV-302AJ)	11/14/2018	11/29/2018	11/30/2018	▶ Complete
MAR – Nov 2018 (IVV-302AK)	12/14/2018	01/04/2019	01/04/2019	▶ Complete
MAR – Dec 2018 (IVV-302AL)	01/15/2019	01/30/2019	01/31/2019	▶ Complete
MAR – Jan 2019 (IVV-302AM)	02/14/2019	02/26/2019	3/12/2019	▶ Complete
MAR – Feb 2019 (IVV-302AN)	03/14/2019	03/29/2019	03/27/2019	▶ Complete
MAR – Mar 2019 (IVV-302AP)	04/12/2019	04/29/2019	04/29/2019	▶ Complete
MAR – Apr 2019 (IVV-302AQ)	05/14/2019	05/29/2019	05/29/2019	▶ Complete
MAR – May 2019 (IVV-302AR)	06/14/2019	07/01/2019	06/28/2019	▶ Complete
MAR – Jun 2019 (IVV-302AS)	07/15/2019	07/29/2019		▶ Future

Supporting information

- ▶ Summary of changes
- ▶ Project milestones
- ▶ Late tasks
- ▶ Project schedule quality
- ▶ Project budget

Summary of changes

Supporting information

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 improvements 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.

Project milestones

Supporting information

WBS	Title	Completion date				
		Original	Scheduled	Planned	Forecast	Actual
3.4.10	Obtain Validated Requirements Approval and Signoff	07/30/19	07/30/19	07/30/19	09/20/19	
3.5.14.5	Development Complete	12/03/21	12/03/21	12/03/21	04/16/22	
3.5.15.5	Testing Complete	07/29/22	07/29/22	07/29/22	01/02/22	
3.5.18.5	Decision Point - Ready to Pilot	08/19/22	08/19/22	08/19/22	01/25/23	
3.5.18.7	Decision Point - Move to Production (Roll out)	11/07/22	11/07/22	11/07/22	04/22/23	
3.5.18.12	Statewide Implementation Complete	06/05/23	06/05/23	06/05/23	12/08/23	
3.7	Execution and Monitoring & Control Phase Complete	06/12/23	06/12/23	06/12/23	12/16/23	
4.5	Closeout Phase Complete	06/29/23	06/29/23	06/29/23	01/04/24	
5	Project Complete	07/19/23	07/19/23	07/19/23	01/26/24	

- Items highlighted are either currently late or projected to be late.
- Original – Original contract completion date.
- Scheduled – Scheduled completion date based on the latest schedule baseline.
- Planned – Planned completion date (should be the same as scheduled).
- Forecast – Based on ES calculations and the current SPI.
- Actual – The actual completion date

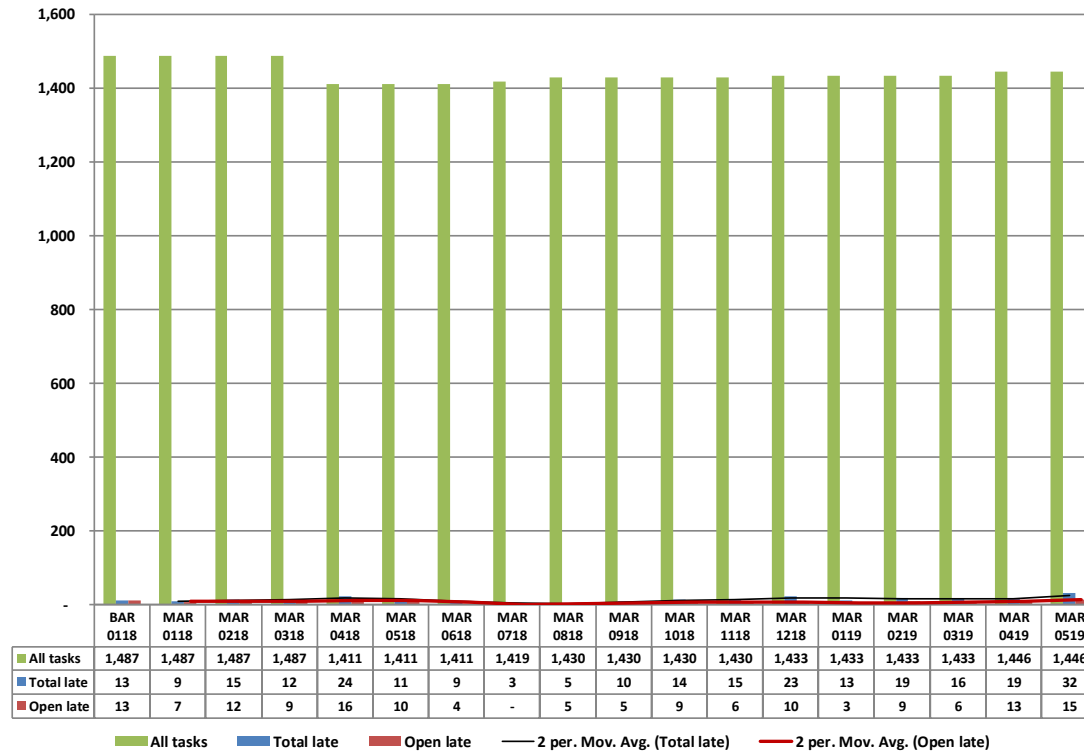
Late

191.1 days

Late tasks

Supporting information

Number of late tasks per reporting period

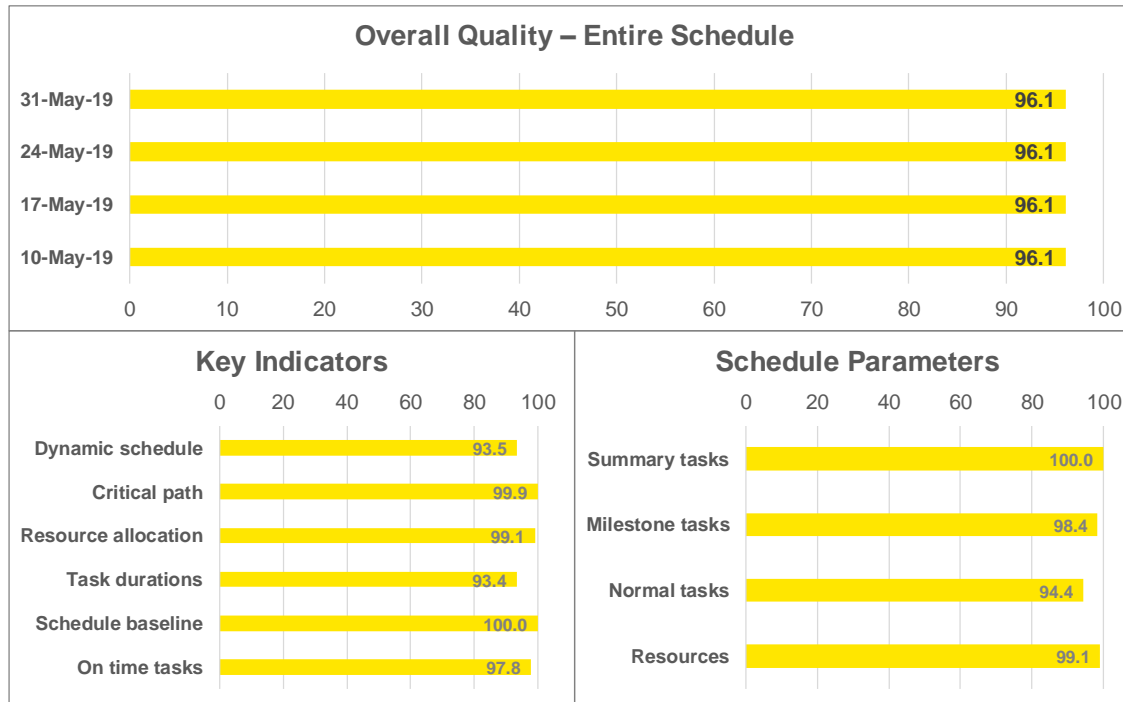


- This chart shows the number of tasks that are late for each of the IV&V reports for the following:
 - Total tasks late.
 - Tasks that are open (task completion percentage is greater than 0% and less than 100%).
- A task is automatically designated as “late” if it is not complete and the project status date is later than the baseline finish date for the task.
- Summary:
 - Total normal tasks: 1,446
 - Total tasks late: 32
 - Total open tasks late: 15
- Conclusions:
 - The total number of tasks designated as late is 2.21% of the total number of tasks.
 - The number of late tasks has increased since the last report.

Project schedule quality

MMP2 schedule

Supporting information



- 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

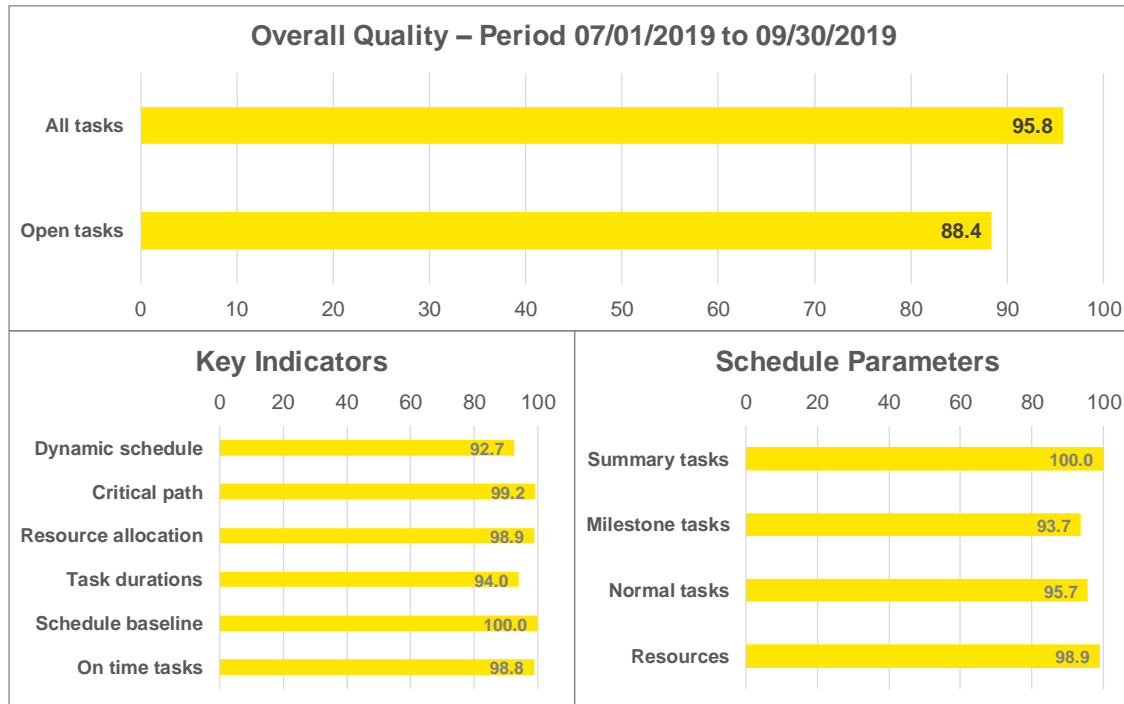
- ▶ Task durations – Task durations other than 8 to 80 hours
- ▶ Baseline – Full baseline defined for all tasks
- ▶ On time tasks – Tasks that are not late

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

Supporting information



- 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: 95.8
- Conclusions:
 - Overall schedule quality is consistent and excellent

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

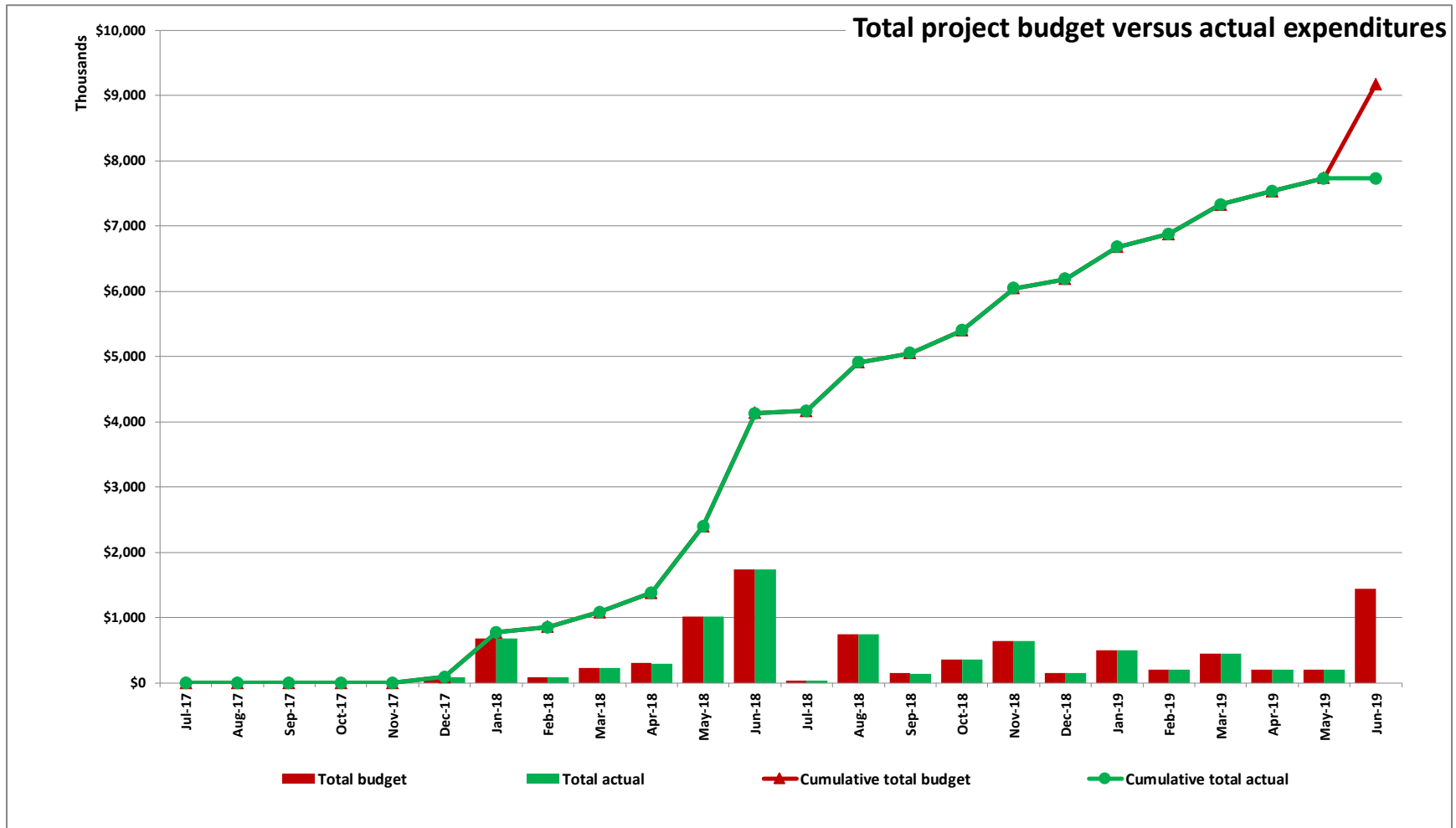
- ▶ Task durations – Task durations other that 8 to 80 hours
- ▶ Baseline – Full baseline defined for all tasks
- ▶ On time tasks – Tasks that are not late

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

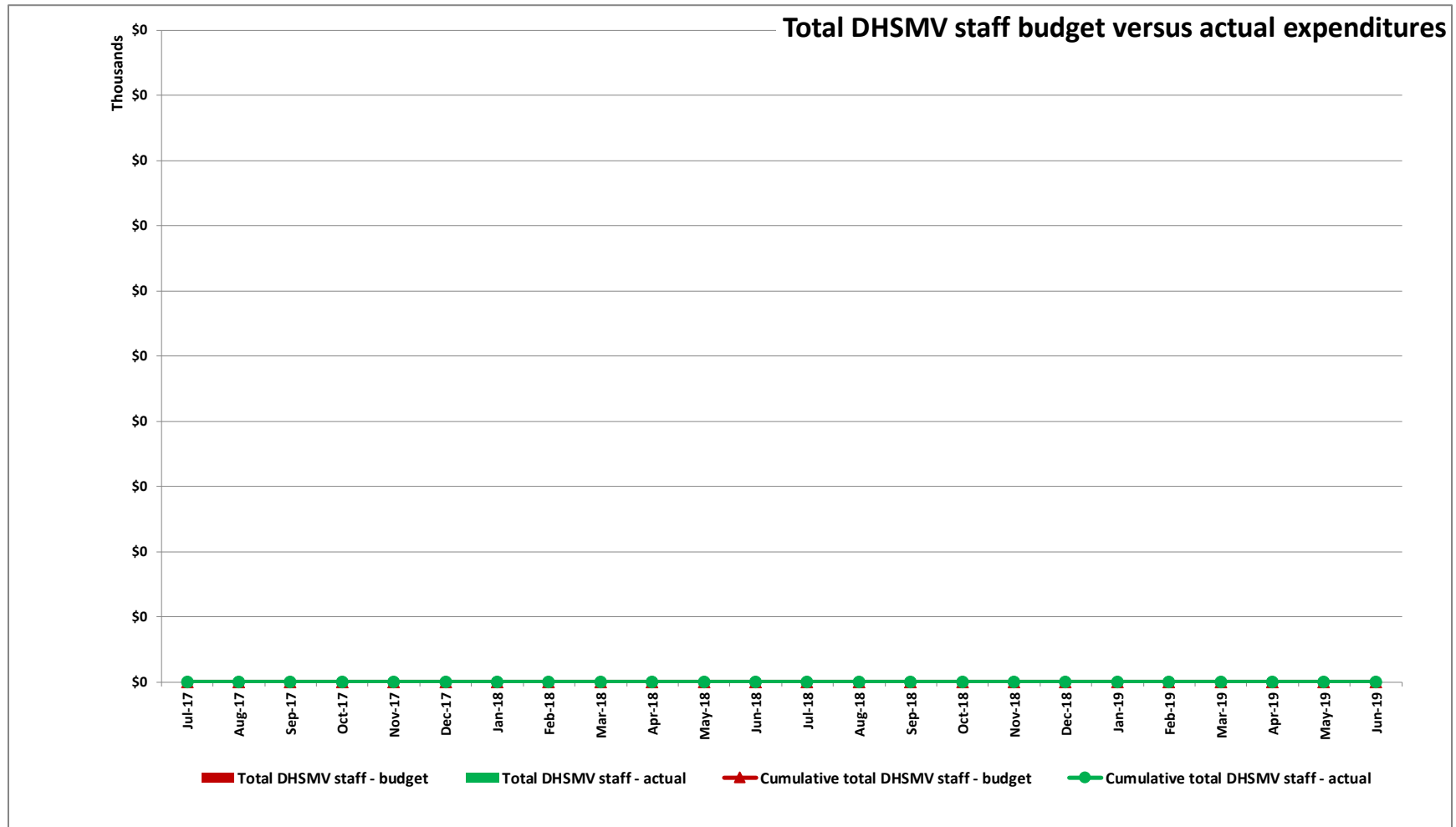
Supporting information



Project budget

DHSMV staff funding

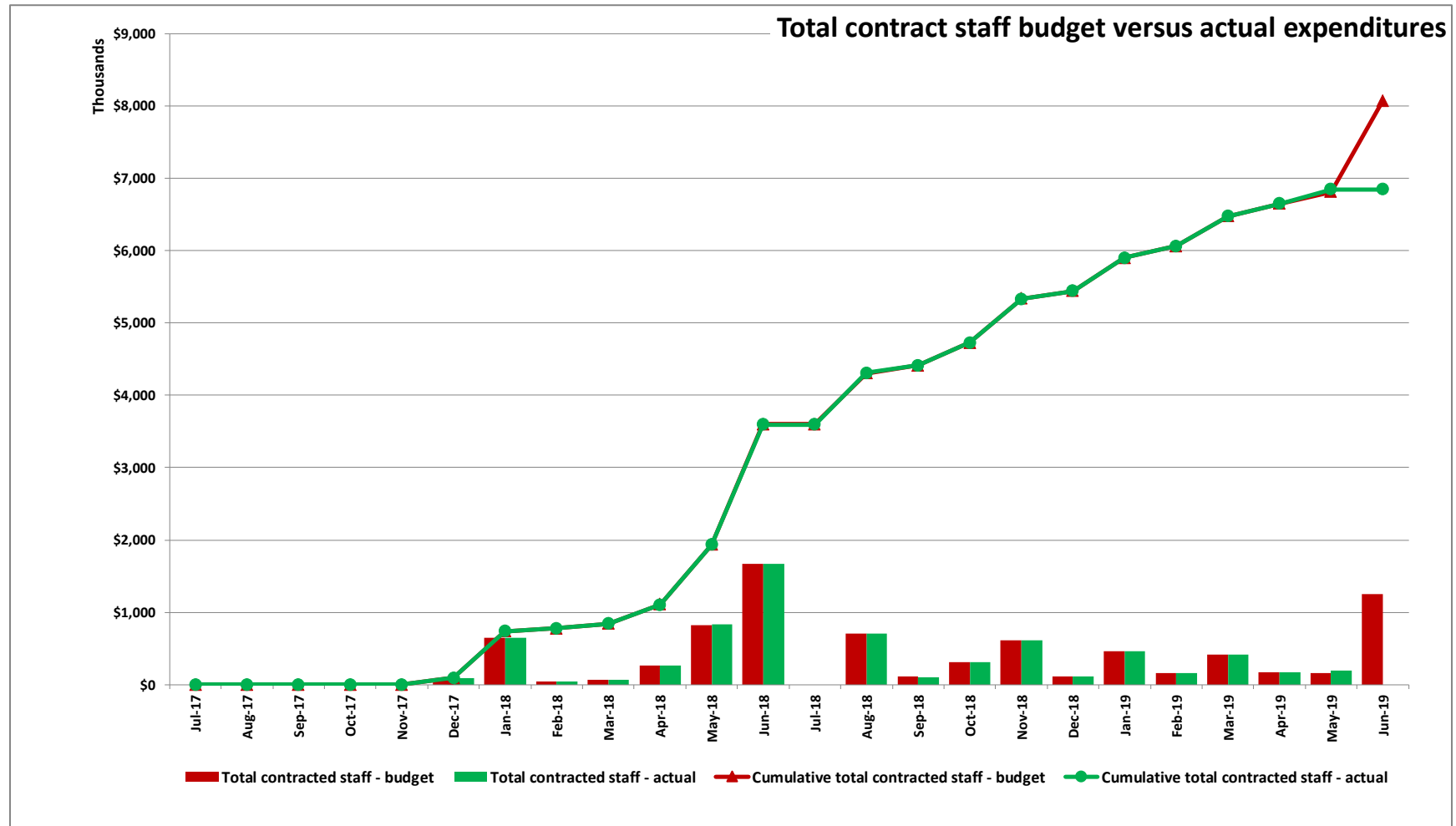
Supporting information



Project budget

Contract staff funding

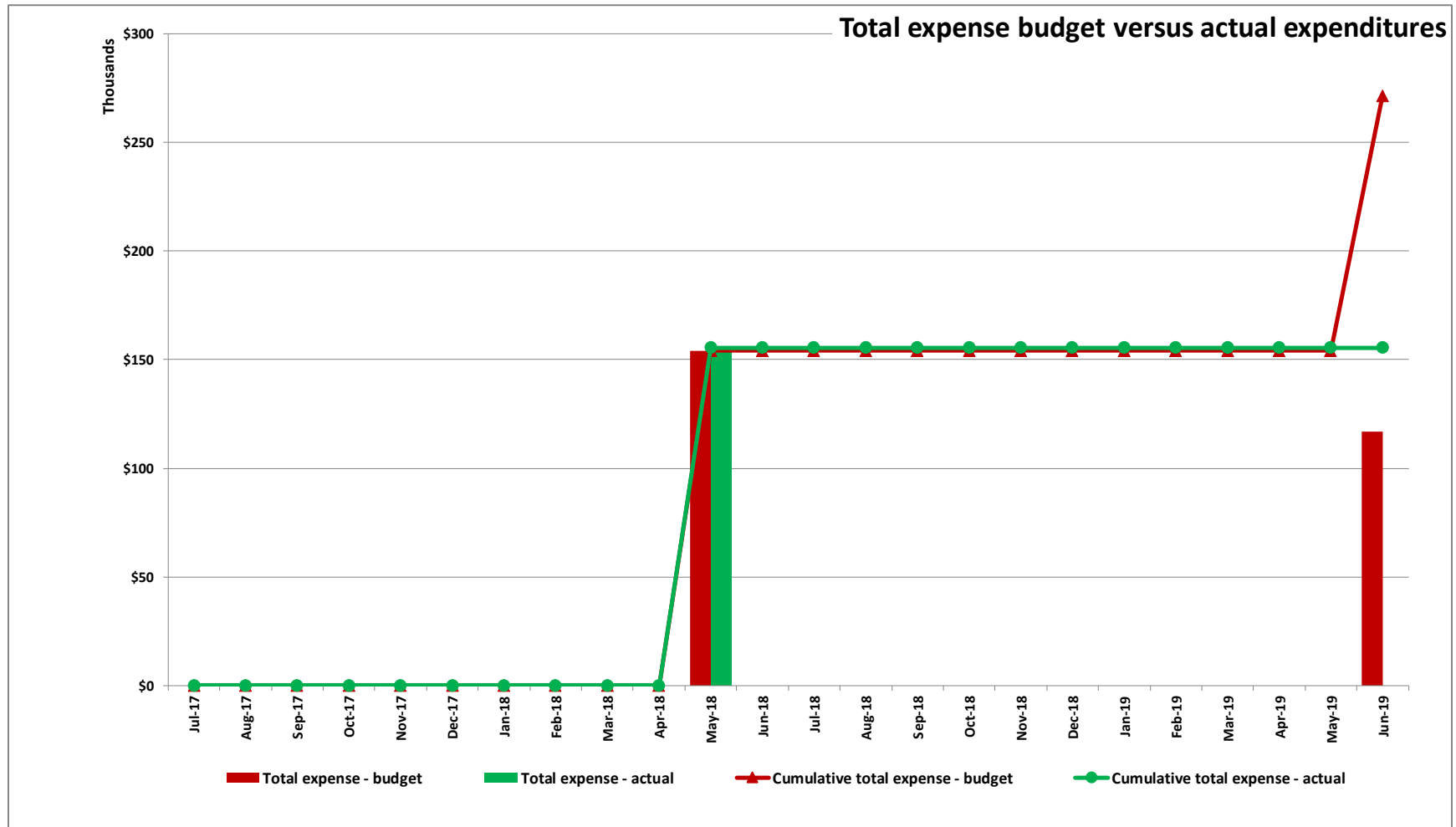
Supporting information



Project budget

Expense funding

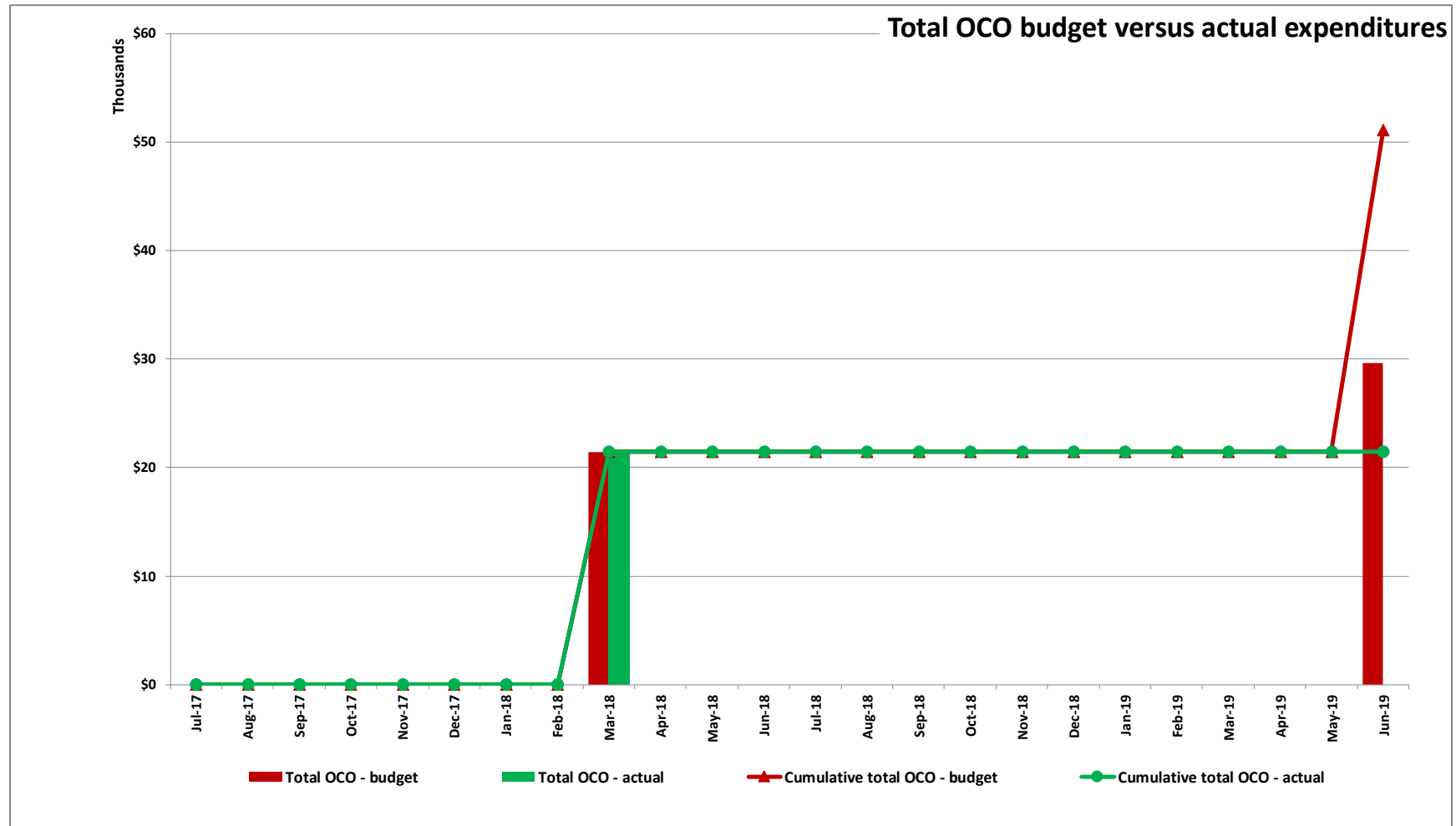
Supporting information



Project budget

OCO funding

Supporting information



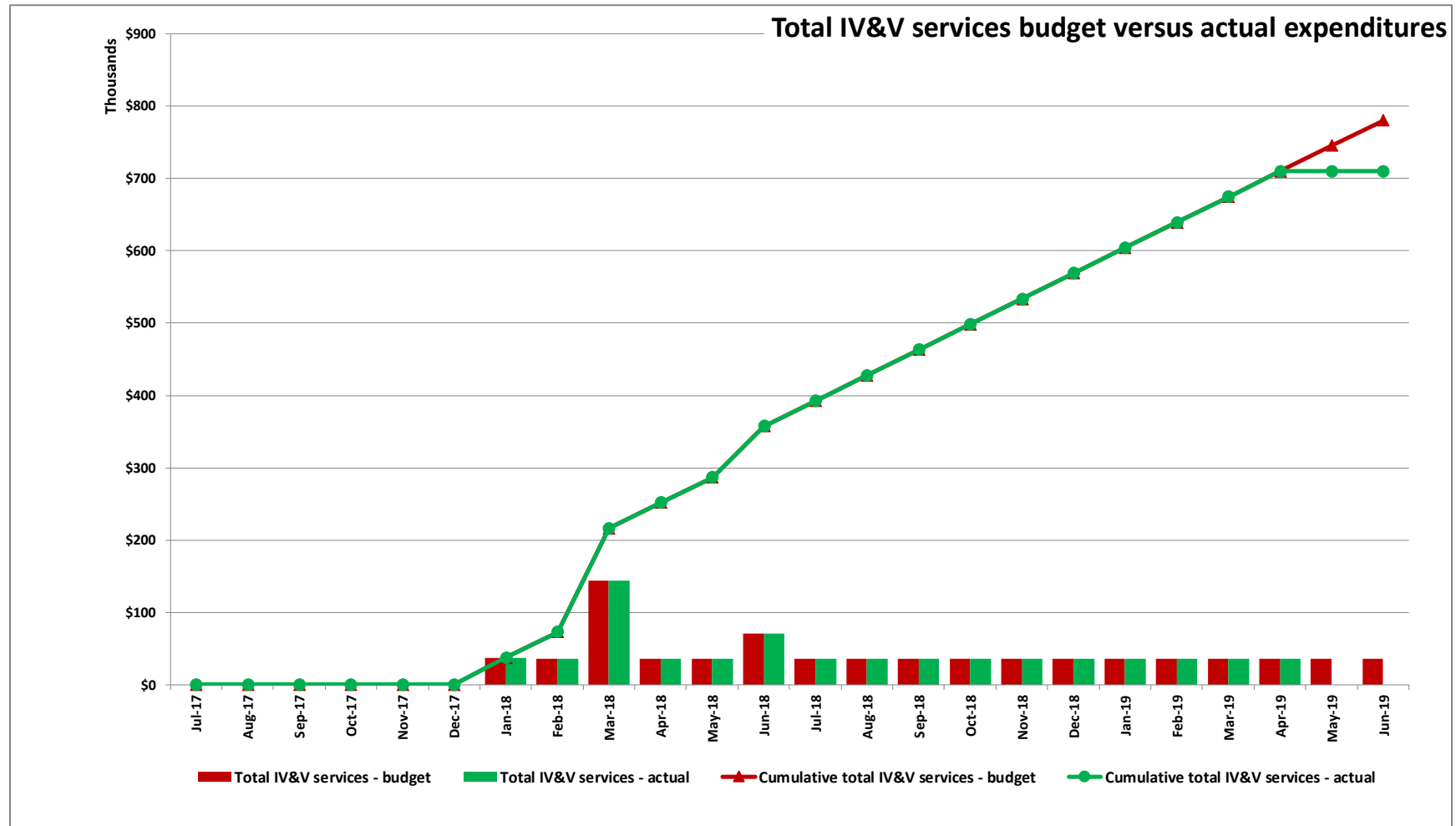
Supporting information



Project budget

IV&V services funding

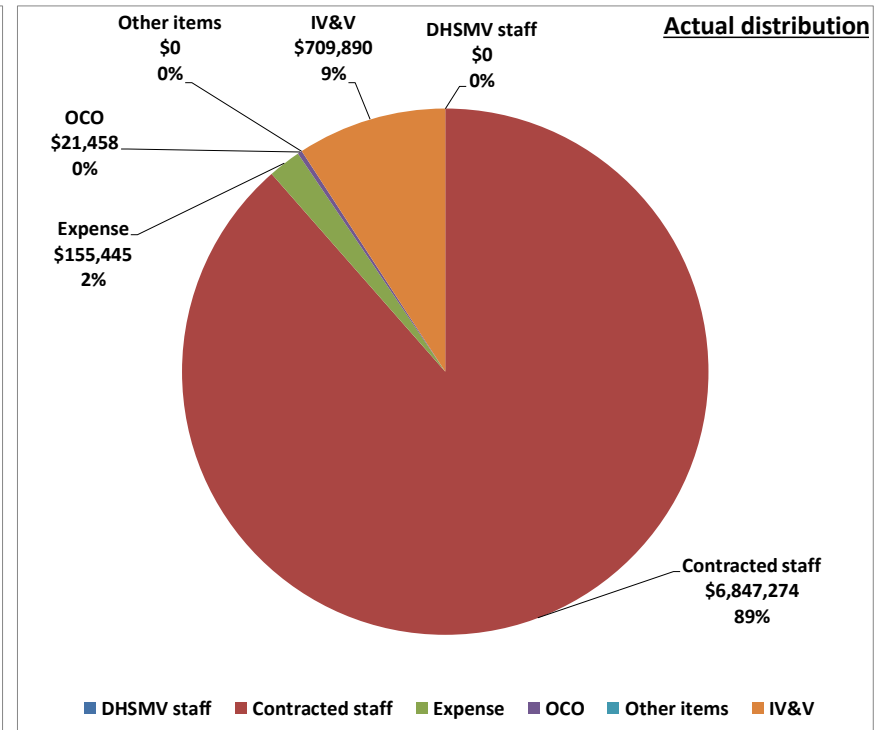
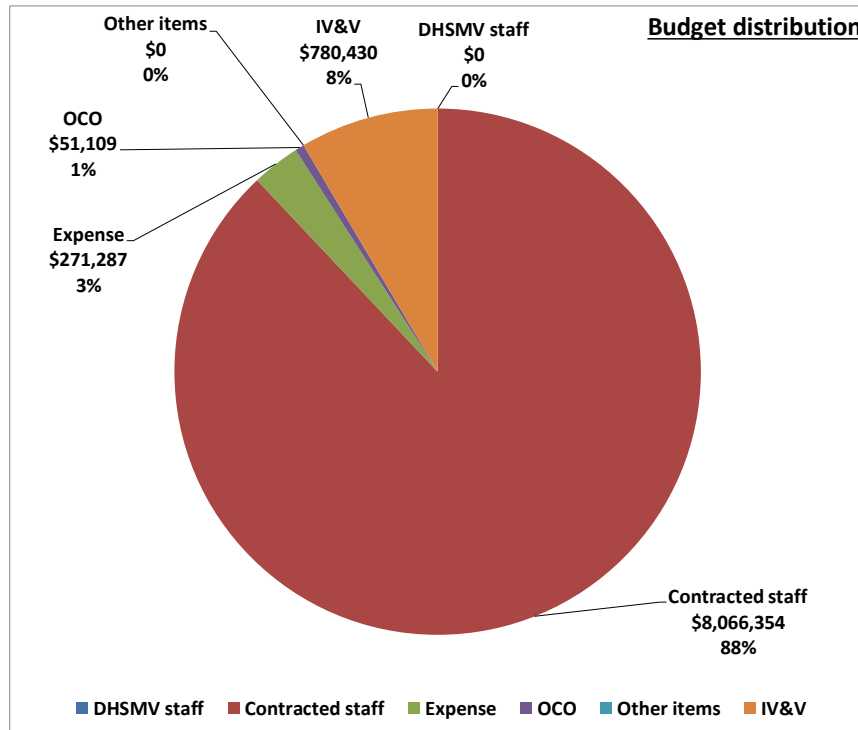
Supporting information



Project budget

Budget and actual distribution

Supporting information



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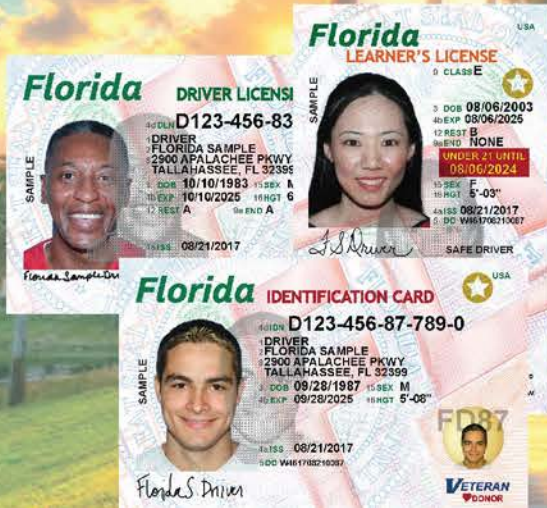
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Office of Motorist Modernization
Phase II - Decision Log

Team	Item #	Description	Submit Date	Decision Needed By Date	Impact	AB Recommendation	AB Date	ESC Decision/Notes	Status	Close Date
POR	8	Request to allow the issuance of permanent decals for tribal registrations.	11/20/2018	12/6/2019	Decisions made after the first iteration due date will result in a change request.	12/11/2018 Update Board suggested that we ask the tribes if they are interested in permanent decals.	12/11/2018	12/13/2018 Update ESC agrees, provided the statute allows. 5/7/2019 Update Meeting held with Robert Kynoch to discuss issuance of permanent plates for tribes. 6/6/2019 Update The department will move forward with seeking legislation to allow for the issuance of permanent plates.	Under review	6/6/2019
POR	11	The team would like to see if we can get a legislative change on this statute (320.0841). I think if they would take out the wording of "each year," we should be able to issue a permanent plate to the Indian tribes. It is costing the department money to renew the current plates and then we mail them to the tribes overnight at our cost. There is no cost to the tribal members to renew their plates.	1/9/2019					2/7/2019 Update This item will be added to the legal opinion document. 2/25/2019 Update Paula talked to Jean with the Seminole Tribe, he stated that they will be alright with the government plates being permanent plates, but the tribal plates should still be renewed. I mentioned to him about the fleet plates and how they work, he said he would be alright with renewing the tribal plates like the fleet plates. He loves the idea of having the Portal to be able to renew the plates in. 3/8/2019 Update Isable from the Miccosukee tribe stated via email notification "After careful review and consideration, the Business Council has decided to go with the permanent License Plate."	Under review	6/6/2019

Office of Motorist Modernization
Phase II - Decision Log

Team	Item #	Description	Submit Date	Decision Needed By Date	Impact	AB Recommendation	AB Date	ESC Decision/Notes	Status	Close Date
POR	11	Continued...						5/7/2019 Update Meeting held with Robert Kynoch to discuss issuance of permanent plates for tribes. 6/6/2019 Update The department will move forward with seeking legislation to allow for the issuance of permanent plates.	Under review	6/6/2019
DSERV	5	The Dealer Services Team is requesting a decision on allowing the Tax Collectors to have the capability to cancel dealer plates if the dealer is surrendering the cancelled plate, or in the case of cancelling a stolen plate, ensuring a proper police report was provided. At a minimum, a scanned copy of the plate or report must be associated with the transaction and available for review in ORION. This request came from the Bureau Chief.	5/8/2019	5/23/2019	The Registration team would need an answer to include this process in their requirements validations. Allowing the Tax Collectors to complete this task would save the dealer a trip to the regional office.	The AB supported the suggestion to provide the dealers the capability to cancel dealer plates. Lisa Cullen supported the recommendation.	6/12/2019	6/6/2019 Update Robert Kynoch will get back with ESC on this decision.	Under Review	
REG	1	The Registration team would like to request that the Tax Collectors office be able to provide the Antique Vessel decals from their office. Currently, the TC office corrects the reg use to "EA" and then the customer has to mail the request to Tallahassee to receive the decal. The decals could be requested through inventory, similar to the color decals for vessels and mobile homes. The department has an extensive amount of these decals on hand.	7/2/2019	7/31/2019	This would provide better customer service and would save the department the mail fees to send these out to the customer. Approximately 10 are currently mailed out per day.					



Motorist Modernization Financials

JULY 09, 2019

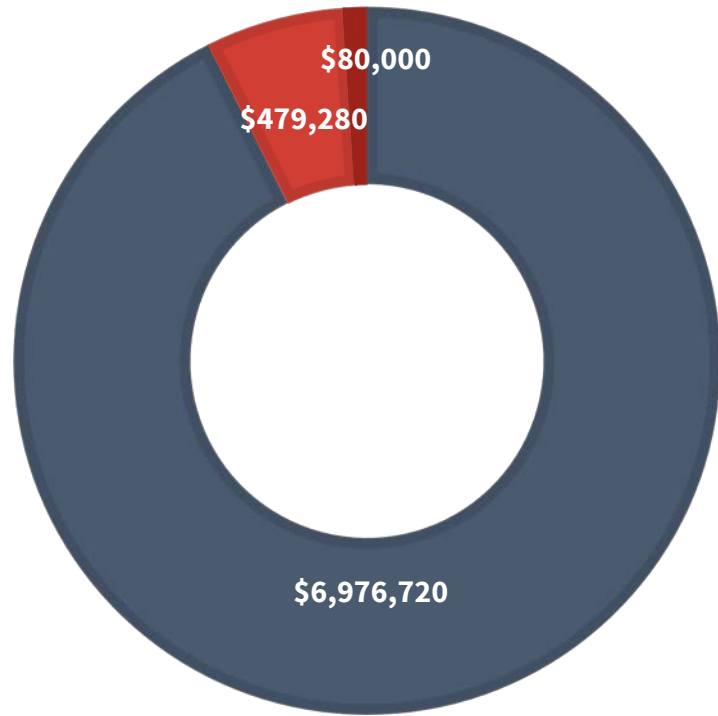


Phase I Total Project

LBR Requests - Updated

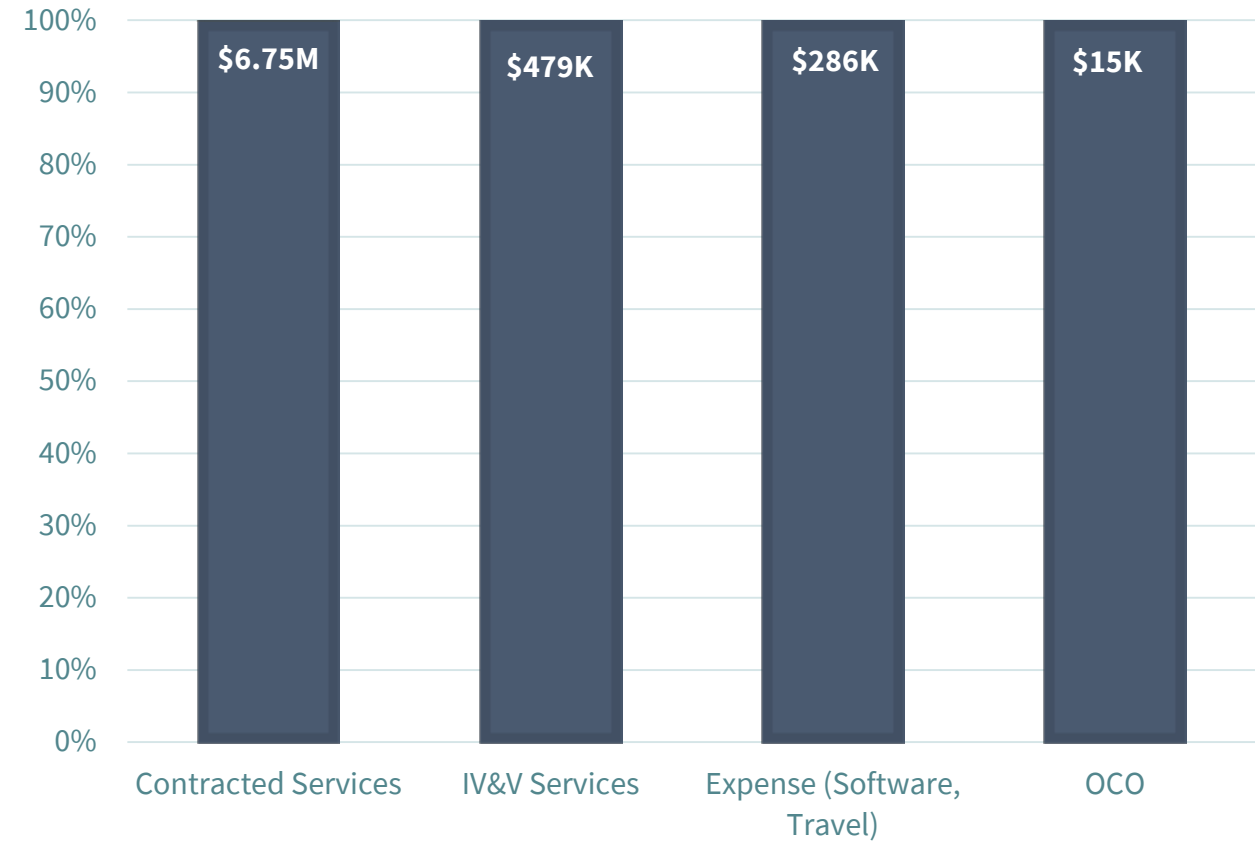
Fiscal Year	Total Request	Contracted Services	IV&V Services	Expense (Software, Travel, etc.)	OCO
2014-2015	\$ 2,500,000	\$ 1,514,762	\$ 619,186	\$ 61,478	\$ -
2015-2016	\$ 6,362,609	\$ 5,468,933	\$ 479,280	\$ 382,501	\$ 31,895
2016-2017	\$ 8,749,351	\$ 7,907,512	\$ 479,280	\$ 336,688	\$ 25,871
2017-2018	\$ 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: \$7,536,000



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

ACTUALS: \$7,535,357



■ Remaining

Budget and Actuals: Current Fiscal Year through June 2019

Budget and Actuals

Phase I Overview

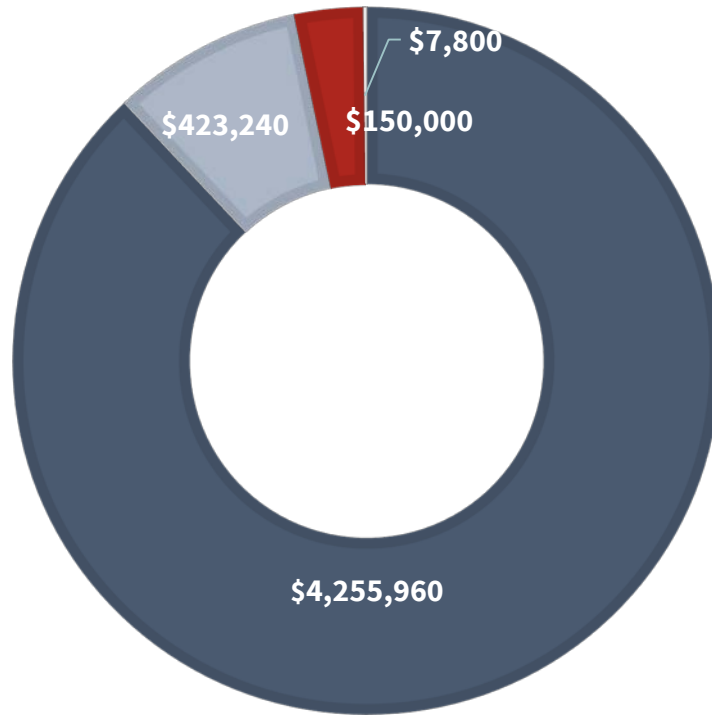
Description	Budget Total	Actuals to Date	Variance
Fiscal Year 2018-2019 Total Funding	\$7,536,000		
Fiscal Year to Date	\$7,536,000	\$7,535,357	(.01%)
Month to Date (June 2019)	\$794,326	\$793,683	(.08%)
Remaining Funds	\$644		

Phase II Total Project

LBR Requests Updated

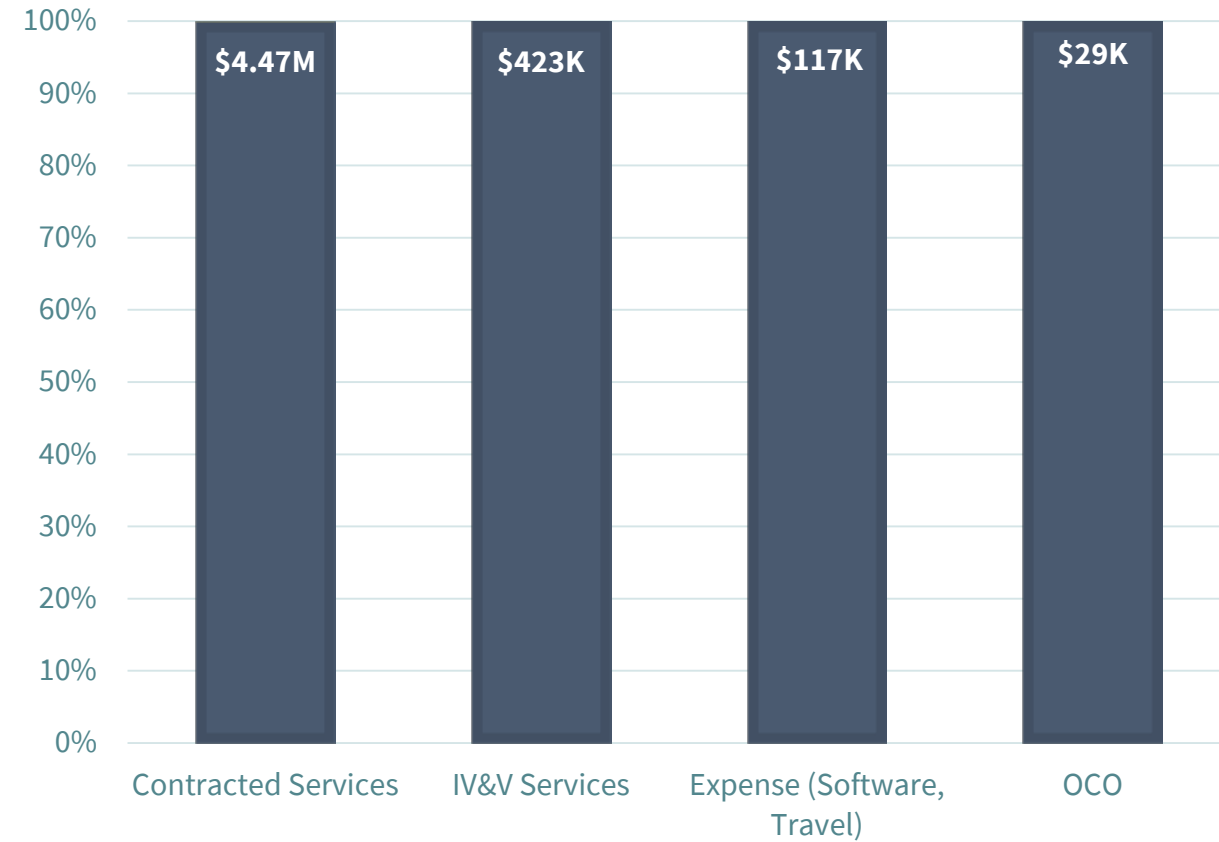
Fiscal Year	Total Request	Contracted Services	IV&V Services	Expense	OCO
2017-2018	\$ 4,132,180	\$ 3,575,240	\$ 357,190	\$ 179,850	\$ 19,900
2018-2019	\$ 5,037,000	\$ 4,455,960	\$ 423,240	\$ 150,000	\$ 7,800
2019-2020	\$ 13,742,200	\$ 9,715,960	\$ 423,240	\$ 3,570,000	\$ 33,000
2020-2021	\$ 7,619,700*	\$ 6,915,960	\$ 423,240	\$ 276,500	\$ 4,000
2021-2022	\$ 6,036,700*	\$ 5,580,460	\$ 423,240		\$ 33,000
2022-2023	\$ 2,906,700*	\$ 2,479,460	\$ 423,240		\$ 4,000
Total	\$ 39,474,480*	\$ 32,723,040	\$ 2,473,390	\$ 4,176,350	\$ 101,700

BUDGET: \$5,037,000



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

ACTUALS: \$5,035,077



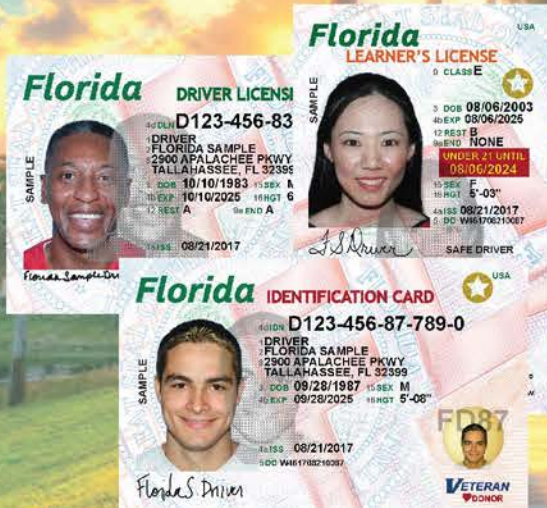
■ Remaining

Budget and Actuals: Current Fiscal Year through June 2019

Budget and Actuals

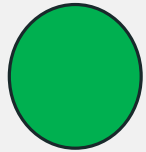
Overview

Description	Budget Total	Actuals to Date	Variance
Fiscal Year 2018-2019 Total Funding	\$5,037,000		
Fiscal Year to Date	\$5,037,000	\$5,035,077	(.04%)
Month to Date (June 2019)	\$1,434,750	\$1,432,850	(.13%)
Remaining Funds	\$1,923		

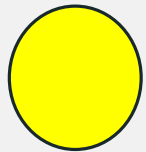


OCM Report

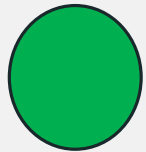
ADVISORY BOARD – JULY 2019



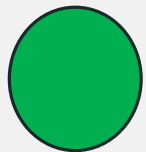
Strategy



Planning



Implement
Change



Measure &
Evaluate

Report: July 9, 2019

Tasks In Progress

- Engagement Plans for:
 - ISA – 50%
 - OED – 40%
 - DAS – 40%
 - MS – 20%
 - FHP – 20%Task due (07/31/19)
- Create the ISA knowledge transfer plan 70% and development to operations transition checklist: due – (07/31/19)
- Identify Change Champions: due – (12/05/18)

Key Risks and Issues

- Reluctance from stakeholders for adopting changes
- Letters currently do not have an owner for the process of making changes after go live (owners identified/no process yet)
- MyDMV Portal – Override/Disassociate process – Risk 104 next slide

Upcoming Milestones

- Document Change Engagement Activities – (07/31/19)
- Change Champion Kick-off – 60% (due 5/31) scheduled for September

OCM New Risks and Issues

103	Risk 103 – CM	Craig Benner		IF a long-term owner isn't identified for LETTERS , THEN there is a chance that letters will not maintain consistency due to changes after OMM Phase I Go-Live.	Low	<p>Mitigation: MAY: Identify an owner.</p> <p>6/6/19: Owners for letters have been identified. MS will own all letters except BAR. OGC will own BAR letters. A working group within MS will be set up to address the process to maintain consistency of letters post go-live.</p> <p>7/9/19: working group began working on process</p>
104	Risk 104 – CM	Craig Benner		IF a new business process and training is NOT developed for CSC to deal with the new MyDMV Portal log-on process, THEN CSC may have difficulty with MyDMV Portal customer override and disassociation process .	Low	<p>Mitigation: MAY: OCM has scheduled a discussion on 5/16 to establish a process for customer identity verification in general to avoid identity fraud and determine/confirm the area that will be responsible for this new process.</p> <p>5/16/19: Established working group to address issue.</p> <p>6/6/19: A working group began meeting the week of 6/3.</p> <p>7/9/19: no status change</p>

Organizational Change Management Phase I

Phase I

Engagement Plans

- * OED Plan under review by OMM Leadership Team
- * DAS Plan under review by OMM Leadership Team
- * FHP Plan with Communications for comments

Organizational Change Management Phase II

Phase II

OCM Team drafting schedule

- Team reviews of schedule began week of July 1st
- identification of OCM deliverables

Questions?



Team 1 - Dealer License




Due Date: 5/28/2019
% Complete: 100%

Increment 3 - Dealer Licensing

Action Items: Green
Legacy Code: Red
Estimation: Green

Team 2 - Portal/Fleet



Due Date: 5/24/2019
% Complete: 100%

Increment 2 - Parking Permits, Titles, Dealer Services, High Speed, eCommerce, Kiosk, Electronic Title & Registration

Action Items: Green
Legacy Code: Yellow
Estimation: Green

Team 3 - IFTA/IRP




Due Date: 5/17/2019
% Complete: 100%

Increment 2 - COTS Integration Design

Action Items: Green
Legacy Code: N/A
Estimation: Green

Team 4 - Titles



Due Date: 6/4/2019
% Complete: 100%

Increment 3 - Salvage, Batch (ELT, Batch Title Print, etc.), Title Imaging, Reporting,

Action Items: Green
Legacy Code: Red
Estimation: Green

Team 5 - Registrations




Due Date: 6/11/2019
% Complete: 100%

Increment 3 - Dealer, Reg Stops, Parking Permits, Reports

Action Items: Green
Legacy Code: Red
Estimation: Green

Team 6 - Globals/Batch/Inventory



Due Date: 5/28/2019
% Complete: 100%

Increment 3 - Admin (Admin, Batch)

Action Items: Green
Legacy Code: Red
Estimation: Green

% Complete: % complete of requirements validation for current Increment

Green

< 10% overdue

Yellow

10%-20% overdue

Red

>= 20% overdue

Action Items: % of overdue team action items

Green

< 10% overdue

Yellow

10%-20% overdue

Red

>= 20% overdue

Legacy Code: % of as-is processes scheduled to be documented for the Increment

Green

< 10% overdue

Yellow

10%-20% overdue

Red

>= 20% overdue

Estimation: % of completed user stories with overdue estimations

Green

< 10% overdue

Yellow

10%-20% overdue

Red

>= 20% overdue