Motorist Modernization Advisory Board – Phase II Meeting
Tuesday, September 8, 2020
2:30 to 4:00 PM
VIA: GoToMeeting

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

Representing
- FLHSMV
- Florida Tax Collectors
- Law Enforcement

Agenda
- Roll Call
- Welcome
- Review and Approval of Last Meeting Minutes
- IV&V Update
- Stakeholder Outreach Update
- MM Phase II Program Update
  - Project Updates
- Communications Update
- Q&A
- Adjourn
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 (absent)
- Diane Buck  FLHSMV
- Jay Levenstein  FLHSMV
- Lisa Cullen  Florida Tax Collectors
- Sherri Smith  Florida Tax Collectors
- Sgt. Derek Joseph  Law Enforcement (absent)
- Steve Burch  FLHSMV
- Stephen Boley  FLHSMV

- Additional FLHSMV members included – Kristin Green, Terrence Samuel, Jessica Espinoza, Janis Timmons, Felecia Ford, Craig Benner, Scott Tomaszewski, Michael Anderson, Stacey Bayyari, Aundrea Powell, Chad Hutchinson, Scott Lindsay and Judy Johnson.

- Visitors included – Gary Didio with Ernst & Young. Michelle McGinley and Nathan Johnson from Accenture. Carl Ford from J Ford Consulting and Scott Lunsford with the Florida Tax Collectors also attended.

REVIEW OF MEETING MINUTES

- Jessica Espinoza reviewed the meeting minutes from July 14, 2020. No corrections were identified. A motion to approve the minutes was accepted by the board members and the July 14, 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. He stated there are six facets that have not been reviewed, yet. The Schedule Performance Index (SPI) was .990. The “to complete schedule performance index (TSPI)” was 1.007 and increasing. 9 of 1,601 total tasks were late. The program completion date was forecasted to be 25.1 days late. He stated this is predominantly due to Milestone B being late and Milestone C trending behind schedule.

STAKEHOLDER OUTREACH

- Terrence Samuel stated a focus group meeting with the license plate agencies is scheduled for August 18 – 19, 2020.
PHASE II PROJECT UPDATE

- Nathan Johnson stated Team A continued to work on the Original Title Transaction for Milestone B and anticipates having all development completed during the current Sprint; however, testing will continue to trend behind. Team A will focus on the Original Registration Transaction for Milestone C. Team B completed all development and testing for Milestone B. Team B continued to work on inventory features and global administrative features for Milestone C. The MyDMV Portal/Fleet team completed Milestone B and continued to work on the motor vehicle records request for Milestone C. Mr. Johnson stated the team continued to track developer capacity for Phase II. The issue regarding requirements refinement has been resolved. The IFTA/IRP team continued to hold JAD sessions to discuss configuring the system and to establish how the data exchanges will work.

COMMUNICATIONS UPDATE

- There was no communications update at the meeting.

Q&A

- There were no questions or concerns from members present.

ADJOURNMENT

- Mr. Samuel adjourned the meeting at approximately 2:45 p.m.
- The next Advisory Board Phase II Meeting is scheduled for August 11, 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 (7/14/20) 3 Pages
- OCM Update Report 1 Page
- Phase II IV&V Report 27 Pages
- Phase II Traffic Light Reports 2 Pages
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 31 July 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 Project is within established schedule performance thresholds
- The SPI is 0.991 and the overall trend since the new baseline is decreasing
- 8 of 1,601 total tasks (0.50%) contained in the project schedule are late
- 0 of 712 total tasks (0.00%) for the current period are late
- SV is currently -398.4 hours and the overall trend since the new baseline is increasing
- TSPI is 1.007 and the overall trend since the new baseline is increasing

The MMP2 Project is within established cost performance thresholds
- The CPI is 1.000 and the overall trend since the new baseline is steady
- The Project is currently on budget based on provided budget and spending information

The MMP2 Project is behind schedule
- The Project completion date is forecast to be 27 December 2023, 27.0 days late
- Future milestones are projected to be completed behind schedule
- The overall trend for time the project is behind schedule since the new baseline is increasing

Overall IV&V risk state: Green
General IV&V overview
(continued)

► The COVID-19 has created an unprecedented working environment as the MMP2 Project has migrated to remote working.
  ► The MM Program Team has successfully navigated the transition with minimal disruption to-date and is tracking the risk with Risk 74.
  ► Continued, close monitoring of productivity is necessary to maintain desired progress.

► Florida’s hiring freeze related to COVID-19 is impacting the project team’s ability to mitigate Risk 51, Risk 73, Issue 15 and Issue 16 related to the need to add external project resources.
  ► The HSMV Executive Director has made OMM vacancies an exception to the hiring freeze
Overall risk state and trending

Risk state for MMP2

Program governance
Benefit realization and sustainability

P1 Business case integrity
G1 Scope management
P4 Human resource management
P7 Quality management
P8 Risk management
P9 Communications management

Project management
Processes, controls, and predictability

P1 Scope management
G4 Time management
P4 Human resource management
P7 Quality management
P8 Risk management
P9 Communications management

Technical solution
Requirements development, quality, and transition

P1 Testing and validation
P7 Security and controls
P8 Defect and support
P9 Sustainability model

G1 Business continuity and disaster recovery
G2 Methodology and development
G3 Performance management
G4 Testing and validation
G5 Organizational change management
G6 Compliance and regulatory
G7 Governance effectiveness
G8 Benefits design and realisation
G9 Technical infrastructure

As of 31 July 2020

Risk state with trending

Program governance

Risk state with trending

Technical solution

G1 Business continuity and disaster recovery
G2 Methodology and development
G3 Performance management
G4 Testing and validation
G5 Organizational change management
G6 Compliance and regulatory
G7 Governance effectiveness
G8 Benefits design and realisation
G9 Technical infrastructure

P1 Testing and validation
P7 Security and controls
P8 Defect and support
P9 Sustainability model

G1 Business continuity and disaster recovery
G2 Methodology and development
G3 Performance management
G4 Testing and validation
G5 Organizational change management
G6 Compliance and regulatory
G7 Governance effectiveness
G8 Benefits design and realisation
G9 Technical infrastructure

- 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.
This chart shows the forecast slippage of the project complete milestone based on historical performance using the schedule performance index (SPI).

Summary:
- Revised baseline implemented with MM Phase II MASTER Project Schedule v110.1 (CR10 and CR11-Baseline1)
- The Project completion date is forecast to be 27 December 2023, 27.0 days late.

Conclusions:
- The overall trend for time the project is behind schedule since the new baseline is increasing.
- The MMP2 Project is behind schedule
Schedule variance

- 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.

This chart shows the cumulative planned value (PV) and earned value (EV) for the project.

Summary:
- Revised baseline implemented with MM Phase II MASTER Project Schedule v110.1 (CR10 and CR11-Baseline1)
- 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 398.4 hours.

Conclusions:
- The overall trend for work not completed since the new baseline is increasing.
- The MMP2 Project is behind schedule.
Project budget

DHSMV Staff $0 0%
Contracted Staff $18,908,836 86%
Expenses $1,902,502 9%
OCO $84,109 0%
Other $0 0%
IV&V $1,203,670 5%

Budget

DHSMV Staff $1,626,910 5%
Contracted Staff $27,232,214 83%
Expenses $3,821,547 12%
OCO $108,109 0%
Other $0 0%
IV&V $1,626,910 5%

Budget

Actual

DHSMV Staff $0 0%
Contracted Staff $18,908,836 86%
Expenses $1,902,502 9%
OCO $84,109 0%
Other $0 0%
IV&V $1,203,670 5%

Actual

Actual versus remaining

$22,099,116

$10,689,663
## Summary of changes

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deficiencies addressed</td>
<td>► There are no open IV&amp;V deficiencies</td>
</tr>
<tr>
<td>New deficiencies</td>
<td>► No new deficiencies identified since the last report</td>
</tr>
<tr>
<td>Process improvement recommendations addressed</td>
<td>► No process improvement recommendations addressed since the last report</td>
</tr>
<tr>
<td>New process improvement recommendations</td>
<td>► No new process improvement recommendations identified since the last report</td>
</tr>
<tr>
<td>Maturity ratings</td>
<td>► No maturity rating changes since the last report</td>
</tr>
<tr>
<td>Interviews conducted</td>
<td>► No interviews conducted since last report</td>
</tr>
<tr>
<td>Artifacts received</td>
<td>► Numerous artifacts received</td>
</tr>
</tbody>
</table>
Upcoming IV&V activities

► Participate in IV&V and Project meetings
► Review draft and final MMP2 Project materials provided to the IV&V Team
► Conduct interviews as required
► Schedule of immediate IV&V deliverables is as follows:

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Planned draft</th>
<th>Planned final</th>
<th>Actual final</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR – Jul 2020 (IVV-302BE)</td>
<td>08/14/2020</td>
<td>08/31/2020</td>
<td>08/31/2020</td>
<td>Complete</td>
</tr>
<tr>
<td>MAR – Aug 2020 (IVV-302BF)</td>
<td>09/15/2020</td>
<td>09/30/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Sep 2020 (IVV-302BG)</td>
<td>10/14/2020</td>
<td>10/29/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Nov 2020 (IVV-302BI)</td>
<td>12/14/2020</td>
<td>12/30/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Dec 2020 (IVV-302BJ)</td>
<td>01/15/2021</td>
<td>02/02/2021</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Jan 2021 (IVV-302BK)</td>
<td>02/12/2021</td>
<td>03/01/2021</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Feb 2021 (IVV-302BL)</td>
<td>03/12/2021</td>
<td>03/29/2021</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Mar 2021 (IVV-302BM)</td>
<td>04/14/2021</td>
<td>04/29/2021</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Apr 2021 (IVV-302BN)</td>
<td>05/14/2021</td>
<td>06/01/2021</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – May 2021 (IVV-302BO)</td>
<td>06/14/2021</td>
<td>06/29/2021</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Jun 2021 (IVV-302BP)</td>
<td>07/15/2021</td>
<td>07/30/2021</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Supporting information

- EVM basics
- Key indicators
- IV&V ratings summary
- Status of key deficiency recommendations
- Open deficiencies and recommendations
- Open process improvement recommendations
- Schedule and cost performance
- Major project and release milestones
- Late tasks
- Project schedule quality
- Project budget
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

Supporting information

PV
EV
SV
SPI
TSPI
ES

Baseline (0)

Work
Time

SV = EV - PV
SPI = EV / PV

Late (T₀)
ES forecast
## Key indicators

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Value</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the project approach sound?</td>
<td>Yes</td>
<td>The overall project approach is based on industry leading practices, methodologies and tools that have been used for other DHSMV projects.</td>
</tr>
<tr>
<td>Is the project on time?</td>
<td>No</td>
<td>The MMP2 Project is within established schedule performance thresholds.  &lt;br&gt; The completion date is forecast to be 27 December 2023, 27.0 days late  &lt;br&gt; The SPI is 0.991 and the overall trend since the new baseline is <strong>decreasing</strong>  &lt;br&gt; 8 of 1,601 total tasks (0.50%) contained in the project schedule are late  &lt;br&gt; SV is currently -398.4 hours and the overall trend since the new baseline is <strong>increasing</strong>  &lt;br&gt; TSPI is 1.007 and the overall trend since the new baseline is <strong>increasing</strong></td>
</tr>
<tr>
<td>Is the project on budget?</td>
<td>Yes</td>
<td>The MMP2 Project is within established cost performance thresholds.  &lt;br&gt; The CPI is 1.000 and the overall trend since the new baseline is <strong>steady</strong>.  &lt;br&gt; The Project is currently on budget based on provided budget and spending information.</td>
</tr>
<tr>
<td>Is scope being managed so there is no scope creep?</td>
<td>Yes</td>
<td>The work being completed as part of the MMP2 Project is within the scope of the project as defined in the Schedule IV-B Feasibility Study.  &lt;br&gt; Additional change requests are reviewed and approved based on the established change management process.</td>
</tr>
<tr>
<td>What are the project’s future risks?</td>
<td>Unknown</td>
<td>The MMP2 Project Team has satisfactorily addressed all deficiencies identified by the IV&amp;V team.</td>
</tr>
<tr>
<td>Are the project’s risks increasing or decreasing?</td>
<td>Steady</td>
<td>The MMP2 Project Team has satisfactorily addressed all deficiencies identified by the IV&amp;V team.</td>
</tr>
<tr>
<td>Are there new or emerging technological solutions that will affect the project’s technology assumptions?</td>
<td>No</td>
<td>New and emerging technologies were considered in the Feasibility Study.  &lt;br&gt; None have an adverse effect on the project’s technological assumptions.</td>
</tr>
</tbody>
</table>
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.
Status of key deficiency recommendations

Recommendation status versus priority

Overall status of recommendations

Recommendation status by deficiency

Recommendation priority by deficiency

Supporting information
Open deficiencies and actions

<table>
<thead>
<tr>
<th>Deficiency</th>
<th>Actions taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>▶️ None</td>
<td></td>
</tr>
</tbody>
</table>

The MM Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.
## Open process improvement recommendations

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Actions taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>P2I2 – Lack of training</td>
<td>▶ IV&amp;V (MAR – December 2019)</td>
</tr>
<tr>
<td></td>
<td>▶ Process improvement opened</td>
</tr>
<tr>
<td></td>
<td>▶ DHSMV (MAR – January 2020)</td>
</tr>
<tr>
<td></td>
<td>▶ Resolution underway</td>
</tr>
<tr>
<td></td>
<td>▶ DHSMV (MAR March 2020)</td>
</tr>
<tr>
<td></td>
<td>▶ In March 2020, a meeting was held with leadership from OMM and Motorist Services to review concerns and discuss recommendations with the Product Owners, Alternate Product Owners, Senior and Junior Business Analysts as well as Project Managers.</td>
</tr>
<tr>
<td></td>
<td>▶ In late March and early April 2020, many of these recommendations were moved forward and then adjusted to deal with COVID-19.</td>
</tr>
<tr>
<td></td>
<td>▶ Due to COVID-19, the Agile Business Analyst training course scheduled for April 13 to 15 has been postponed and will be rescheduled for a future date</td>
</tr>
<tr>
<td></td>
<td>▶ DHSMV (MAR – June 2020)</td>
</tr>
<tr>
<td></td>
<td>▶ Senior and Junior Business Analysts received additional training during the month of June 2020. The training was a four-day customized Agile Business Analysis training. Specific areas covered were roles and responsibilities of the BAs, modeling techniques, user stories, process models, diagrams, integrating requirements and an in-depth look at the agile analysis framework.</td>
</tr>
<tr>
<td></td>
<td>▶ IV&amp;V (MAR – July 2020)</td>
</tr>
<tr>
<td></td>
<td>▶ No update received</td>
</tr>
</tbody>
</table>
Schedule and cost performance

Supporting information

- 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 Project 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.

As of 31 July 2020:
SPI = 0.991
CPI = 1.000

0.70  0.80  0.90  1.00  1.10  1.20  1.30
0.70  0.80  0.90  1.00  1.10  1.20  1.30

Project performance

Ahead of schedule and underspent
Behind schedule and underspent

Ahead of schedule and overspent
Behind schedule and overspent
Schedule and cost performance (continued)

Supporting information

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

- Blue line is duration percent complete.
- Red line is work percent complete.
Schedule and cost performance (continued)

**Supporting information**

- This chart shows the TSPI and SPI indexes and associated trends.
- **Summary:**
  - Revised baseline implemented with MM Phase II MASTER Project Schedule v110.1 (CR10 and CR11-Baseline1)
  - The overall SPI trend since the new baseline is **decreasing**.
  - The overall TSPI trend since the new baseline is **increasing**.
- **Conclusions:**
  - Future required schedule efficiency (TSPI) is **diverging** from the current schedule efficiency (SPI).

- Blue line is TSPI
- Red line is SPI
- TSPI is the future schedule efficiency required to complete the project as scheduled

\[ SPI = \frac{EV}{PV} \]
\[ TSPI = \frac{(BAC - EV)}{(BAC - PV)} \]
# Major project milestones

**Supporting information**

<table>
<thead>
<tr>
<th>WBS</th>
<th>Title</th>
<th>Completion date</th>
<th>Days late/early</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Planned</td>
<td>Forecast</td>
</tr>
<tr>
<td>3.5.15.1.6</td>
<td>Release 1 Development Complete</td>
<td>01/20/22</td>
<td>02/07/22</td>
</tr>
<tr>
<td>3.5.15.2.5</td>
<td>Release 1 Testing Complete</td>
<td>08/11/22</td>
<td>09/01/22</td>
</tr>
<tr>
<td>3.5.15.5.7</td>
<td>Decision Point - Move to Production (Roll out) -</td>
<td>11/21/22</td>
<td>12/13/22</td>
</tr>
<tr>
<td></td>
<td>Release 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.5.15.5.12</td>
<td>Statewide Implementation Complete - Release 1</td>
<td>06/16/23</td>
<td>07/10/23</td>
</tr>
<tr>
<td>3.5.16.1.5</td>
<td>Release 2 development complete</td>
<td>02/16/23</td>
<td>03/11/23</td>
</tr>
<tr>
<td>3.5.16.5.1</td>
<td>Testing Complete</td>
<td>07/29/22</td>
<td>08/18/22</td>
</tr>
<tr>
<td>3.5.19.5</td>
<td>Decision Point - Ready to Pilot</td>
<td>08/19/22</td>
<td>09/09/22</td>
</tr>
<tr>
<td>3.5.19.7</td>
<td>Decision Point - Move to Production (Roll out)</td>
<td>11/07/22</td>
<td>11/29/22</td>
</tr>
<tr>
<td></td>
<td>Release 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.5.19.5.1</td>
<td>Go/No-Go Decision - Release 2</td>
<td>09/21/23</td>
<td>10/17/23</td>
</tr>
<tr>
<td>3.5.19.12</td>
<td>Statewide Implementation Complete</td>
<td>06/05/23</td>
<td>06/29/23</td>
</tr>
<tr>
<td>3.7</td>
<td>Execution and Monitoring &amp; Control Phase Complete</td>
<td>11/13/23</td>
<td>12/09/23</td>
</tr>
<tr>
<td>4.5</td>
<td>Closeout Phase Complete</td>
<td>11/30/23</td>
<td>12/27/23</td>
</tr>
<tr>
<td>5</td>
<td>Project Complete</td>
<td>11/30/23</td>
<td>12/27/23</td>
</tr>
</tbody>
</table>

1. Planned – Scheduled completion date based on the latest schedule baseline
2. Forecast – Based on ES calculations and the current SPI
3. Actual – The actual completion date
4. Days late/early – Difference between planned and forecast or actual completion dates
5. Unable to forecast past milestone dates
## Release milestones

<table>
<thead>
<tr>
<th>Title</th>
<th>Completion date</th>
<th>Days late/early</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Planned</td>
<td>Forecast</td>
</tr>
<tr>
<td>Milestone A</td>
<td>01/22/20</td>
<td>01/23/20</td>
</tr>
<tr>
<td>Milestone B</td>
<td>04/30/20</td>
<td>Unable to forecast</td>
</tr>
<tr>
<td>Milestone C</td>
<td>07/16/20</td>
<td>Unable to forecast</td>
</tr>
<tr>
<td>Milestone D</td>
<td>10/22/20</td>
<td>11/03/20</td>
</tr>
<tr>
<td>Milestone E</td>
<td>01/21/21</td>
<td>02/03/21</td>
</tr>
<tr>
<td>Milestone F</td>
<td>05/06/21</td>
<td>05/21/21</td>
</tr>
<tr>
<td>Milestone G</td>
<td>08/12/21</td>
<td>08/28/21</td>
</tr>
<tr>
<td>Milestone H</td>
<td>10/28/21</td>
<td>11/14/21</td>
</tr>
<tr>
<td>Milestone I</td>
<td>01/20/22</td>
<td>02/07/22</td>
</tr>
<tr>
<td>Milestone J</td>
<td>04/28/22</td>
<td>05/17/22</td>
</tr>
<tr>
<td>Milestone K</td>
<td>08/04/22</td>
<td>08/24/22</td>
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<tr>
<td>Milestone L</td>
<td>11/10/22</td>
<td>12/02/22</td>
</tr>
<tr>
<td>Milestone M</td>
<td>02/16/23</td>
<td>03/11/23</td>
</tr>
</tbody>
</table>

1. Planned – Scheduled completion date based on the latest schedule baseline
2. Forecast – Based on ES calculations and the current SPI
3. Actual – The actual completion date
4. Days late/early – Difference between planned and forecast or actual completion dates
5. Unable to forecast past milestone dates
Late tasks

Supporting information

- 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:
  - Revised baseline implemented with MM Phase II MASTER Project Schedule v110.1 (CR10 and CR11-Baseline1)
  - 8 of 1,601 total tasks (0.50%) contained in the project schedule are late.
- Conclusions:
  - The overall trend for the number of late tasks since the new baseline is increasing
  - The MMP2 Project is behind schedule.
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: 96.5
- Conclusions:
  - Overall schedule quality is consistent and excellent

### Overall Quality – Entire Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>31-Jul-20</td>
<td>96.5</td>
</tr>
<tr>
<td>24-Jul-20</td>
<td>96.5</td>
</tr>
<tr>
<td>17-Jul-20</td>
<td>96.4</td>
</tr>
<tr>
<td>10-Jul-20</td>
<td>96.4</td>
</tr>
</tbody>
</table>

### Key Indicators – All Tasks

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dynamic schedule</td>
<td>94.2</td>
</tr>
<tr>
<td>Critical path</td>
<td>100.0</td>
</tr>
<tr>
<td>Resource allocation</td>
<td>99.9</td>
</tr>
<tr>
<td>Task durations</td>
<td>92.7</td>
</tr>
<tr>
<td>Schedule baseline</td>
<td>100.0</td>
</tr>
<tr>
<td>On time tasks</td>
<td>99.5</td>
</tr>
</tbody>
</table>

### Schedule Parameters – All Tasks

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summary tasks</td>
<td>100.0</td>
</tr>
<tr>
<td>Milestone tasks</td>
<td>96.7</td>
</tr>
<tr>
<td>Normal tasks</td>
<td>94.7</td>
</tr>
<tr>
<td>Resources</td>
<td>99.6</td>
</tr>
</tbody>
</table>

- 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: 96.5

Conclusions:
- Overall schedule quality is consistent and excellent

Key Indicators – All Tasks

<table>
<thead>
<tr>
<th>Dynamic schedule</th>
<th>Critical path</th>
<th>Resource allocation</th>
<th>Task durations</th>
<th>Schedule baseline</th>
<th>On time tasks</th>
</tr>
</thead>
<tbody>
<tr>
<td>94.0</td>
<td>100.0</td>
<td>99.4</td>
<td>93.3</td>
<td>100.0</td>
<td>100.0</td>
</tr>
</tbody>
</table>

Schedule Parameters – All Tasks

<table>
<thead>
<tr>
<th>Summary tasks</th>
<th>Milestone tasks</th>
<th>Normal tasks</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>100.0</td>
<td>99.7</td>
<td>94.3</td>
<td>99.4</td>
</tr>
</tbody>
</table>

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

Resource allocation – Resource assignments

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

Thousands

Total budget
Total actual
Cumulative total budget
Cumulative total actual
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0911-1106924

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## Phase II - Milestone B (Jan 22 - Apr 30 2020) as of 9/1/2020

### Team A - T&R Issuance

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Development</th>
<th>Testing</th>
<th>Business Actions</th>
<th>Technical Debt</th>
<th>Backlog Health</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sprint 15</td>
<td>Red</td>
<td>Red</td>
<td>Green</td>
<td>Green</td>
<td>Green</td>
</tr>
</tbody>
</table>

### Team B - MV Global

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Development</th>
<th>Testing</th>
<th>Business Actions</th>
<th>Technical Debt</th>
<th>Backlog Health</th>
</tr>
</thead>
<tbody>
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<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
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</table>

### Portal/Heat

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Development</th>
<th>Testing</th>
<th>Business Actions</th>
<th>Technical Debt</th>
<th>Backlog Health</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
<td>N/A (Complete)</td>
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</table>

### IFTA/HRP

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Development</th>
<th>Testing</th>
<th>Business Actions</th>
<th>Technical Debt</th>
<th>Backlog Health</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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</table>

### Enterprise

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Development</th>
<th>Testing</th>
<th>Business Actions</th>
<th>Technical Debt</th>
<th>Backlog Health</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sprint 15</td>
<td>Green</td>
<td>Green</td>
<td>Green</td>
<td>Green</td>
<td>Green</td>
</tr>
</tbody>
</table>

### SUMMARY - ALL TEAMS

<table>
<thead>
<tr>
<th>Development</th>
<th>Testing</th>
<th>Business Actions</th>
<th>Technical Debt</th>
<th>Backlog Health</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red</td>
<td>Red</td>
<td>Green</td>
<td>Green</td>
<td>Green</td>
</tr>
</tbody>
</table>

### Development – Application Development (current sprint)
- **Green**: Remaining sprint work can be completed within capacity
- **Red**: Remaining sprint work cannot be completed within capacity
- **Yellow**: Some delays in tech dependencies, not impacting schedule
- **Red**: Delays in tech dependencies have impacted schedule

### Technical Debt – Dependencies on infrastructure and associated processes (data model, enterprise code, legacy changes, etc.)
- **Green**: No technical debt
- **Yellow**: Some delays in tech dependencies, not impacting schedule
- **Red**: Delays in tech dependencies have impacted schedule

### 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 have caused work to be late

### Percentages (%):
- By count of user stories for this milestone

---

**Motorist Modernization Phase II – Weekly Status Report Page 5 of 13**
### Phase II - Milestone C (Apr 29 - July 16, 2020)  
**as of 9/1/2020**

#### Team A - T&R issuance

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Sprint 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development</td>
<td>N/A</td>
</tr>
<tr>
<td>Testing</td>
<td>N/A</td>
</tr>
<tr>
<td>Business Actions</td>
<td>Green</td>
</tr>
<tr>
<td>Technical Debt</td>
<td>N/A</td>
</tr>
<tr>
<td>Backlog Health</td>
<td>Red</td>
</tr>
</tbody>
</table>

#### Team B - MV Globals

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Sprint 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development</td>
<td>Red</td>
</tr>
<tr>
<td>Testing</td>
<td>Red</td>
</tr>
<tr>
<td>Business Actions</td>
<td>Green</td>
</tr>
<tr>
<td>Technical Debt</td>
<td>Green</td>
</tr>
<tr>
<td>Backlog Health</td>
<td>Red</td>
</tr>
</tbody>
</table>

#### Portal/Fleet

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Sprint 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development</td>
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<tr>
<td>Testing</td>
<td>Red</td>
</tr>
<tr>
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<td>Technical Debt</td>
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</tr>
<tr>
<td>Backlog Health</td>
<td>Red</td>
</tr>
</tbody>
</table>

#### IFTA/IIRP

<table>
<thead>
<tr>
<th>Current Activity</th>
<th>Project start-up</th>
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<tbody>
<tr>
<td>Development</td>
<td>N/A</td>
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<tr>
<td>Testing</td>
<td>N/A</td>
</tr>
<tr>
<td>Business Actions</td>
<td>N/A</td>
</tr>
<tr>
<td>Technical Debt</td>
<td>N/A</td>
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</tbody>
</table>

#### Enterprise

<table>
<thead>
<tr>
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</tr>
</thead>
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<td>Technical Debt</td>
<td>Green</td>
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<tr>
<td>Backlog Health</td>
<td>Red</td>
</tr>
</tbody>
</table>

#### SUMMARY - ALL TEAMS

<table>
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</tr>
</thead>
<tbody>
<tr>
<td>Red</td>
<td>Red</td>
<td>Green</td>
<td>Green</td>
<td>Red</td>
</tr>
</tbody>
</table>

#### 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 – Dependences 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  

#### Percentage(%): by count of user stories for this Milestone
Motorist Modernization
Phase II – September 8, 2020

STATE OF THE STATE
IFTA / IRP Project Update

Key Dates, Activities Milestones

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

Deliverables in next 30-60 Days & Status

• D1- PMP, 6/29, Under Review
• D2- IMS, 6/29, Under Review
• D3- Implementation Plan, 6/29, Under Review
• D4- RTVM, 6/29, Under Review
• D5- System Security Plan, 9/25

Important Activities – July, August

• Team – Integrate Program and Project schedules (7/31) – 9/15 w/SEU feedback
• Tech – Provision AD Access for Celtic resources (8/15)

Key Dependencies/Assumptions

• Availability of Sr. Developers and SMEs for August and September JAD / design sessions

IFTA/IRP Specific Risks & Issues – Program Level

• COVID-19 delays to onboarding and establishing synergy between teams.

Team Profile

# User Stories: 102
# Developers: TBD
# Testers: 3

Business Actions
COTS Configuration
ORION Integration
Data Conversion
Scope / Schedule
**mDL Project Update**

**Key Dates, Activities Milestones**

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

Deliverables in next 30-60 Days & Status

- 1 - PMP, 07/31/2020, Approved
- 2 - IMS, 07/31/2020, Approved
- 3 - Technical Solution Plan, 08/14/2020, Submitted
- 4 - Data Exchange Interface – CSP and DHSMV, Submitted
- 5 - Data Exchange Interface – CSP and mDL Provider, Submitted

**Important Activities – August & Sep**

- mDL User Guides – 9/2/2020
- mDL Name & Branding – 09/11/2020
  - Name & Logo Due – 09/23/2020
  - Refinement – Mondays and Thursdays

**Key Dependencies/Assumptions**

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

**mDL Specific Risks & Issues – Program Level**

- Risk 79 – PGM – Thales ability to incorporate FR in remote enrollment

**Team Profile**

- # User Stories: 117
- # Developers: .25
- # Testers: 2

**Business Actions**

**mDL Configuration**

**ORION Integration**

**Security / Technology**

**Scope / Schedule**
Enterprise Content Management (ECM) Project Update

Key Dates, Activities Milestones
Contract Signed – OnBase Software; 06/2020 to Next Phase Solutions

Deliverables in next 30-60 Days & Status
- Program management aspects

Important Activities – September
- Focus on extract to support conversion efforts
- Define Initial Implementation timeline (impact on MM Phase I code base)

Key Dependencies/Assumptions
- Keep initial release meaningful, but sized for “success” given short timeline

ECM Specific Risks & Issues – Program Level
- None at this time

Team Profile
# User Stories: N/A
# Developers: TBD
# Testers: TBD

Business Actions
ECM Configuration
ORION Integration
Security / Technology
Scope / Schedule