

iCIS Financials - RFR replacement					Target	Estimate	Comment
Stakeholders - Superior Court & Clerk of Court	General Program Status	Green		Budget	\$912,000	\$912,000	This funding divided between Clerk of Court and Superior Court. Superior Court expended \$512,000 of this funding.
Program Manager - Art Sonico				End Date	Dec-06	TBD	New end date will be determined after gap analysis phase completed in July '08
Deliverables	Current Status	% Complete	COT Original Delivery Date	CACC Target Delivery Date	Revised Target Delivery Date	Actual Delivery Date	Comment
Project Schedule	Green	50%					Project and development schedule will be finalized upon completion of current analysis phase
Project Budget	Green	100%					
Phase 1 Deliverables							
Setup and Maintain Receivable Type Codes	Green	100%	Apr-05	Apr-05	Mar-05	Mar-05	
Case and Party Setup	Green	100%	Apr-05	Apr-05	Apr-05	Apr-05	
Setup Obligations	Green	100%	Apr-05	Apr-05	Jun-05	Jun-05	
Setup Payees	Green	100%	Apr-05	Apr-05	Jun-05	Jun-05	
Receipt Payments to Debtors	Green	100%	Apr-05	Apr-05	Jun-05	Jun-05	
Phase 2 Deliverables							
Setup Hardware/Software Environments	Green	100%	Oct-05	Oct-05	Jan-05	Jan-05	
Obligation Allocation & Distribution to Payables	Green	100%	Oct-05	Oct-05	Jul-05	Jul-05	
Adjustment to Payable Allocations	Green	100%	Oct-05	Oct-05	Jul-05	Jul-05	
Void & Reissue Payable Disbursements	Green	100%	Apr-06	Apr-06	Jul-05	Jul-05	
Phase 3 Deliverables							
Setup and Maintain JSL Restitution	Green	100%	Oct-05	Oct-05	Oct-06	Oct-06	
JOLTS Data Conversion	Green	100%	Apr-06	Apr-06	Oct-06	Oct-06	
Phase 4 Deliverables							
Project Plan	Green	50%					Final Project plan and schedules will be completed and delivered after GAP analysis phase complete in July 2008
Switchover of existing JOLTS financials to a Juvenile Financial module in iCIS and the conversion of the JOLTS case management system to a new iCIS module. This will also include an automated Clerk of the Superior Court Juvenile MEEDS application.	Green	100%	Apr-06	Apr-06	Apr-07	Jul-07	The completion of this phase marked the completion of the financial modules for Justice Courts and Juvenile Court. This includes the capability to process financial obligations in iCIS, including restitution. However, the official restitution accounts remain in the Clerk's RFR system for both adult and juvenile cases until they are all migrated to the iCIS financials system together, as detailed below. The remaining and final development will build upon the financial modules already developed for Justice Court and Juvenile Court which will include functionality needed to replace and support Clerks financials for adult and juvenile general jurisdiction.
	Green						

<p>Implementation of a RFR financials replacement module in iCIS to handle both Adult and Juvenile Probation Accounts application for a .net application</p>	<p>Green</p>	<p>25%</p>	<p>Apr-06</p>	<p>Apr-06</p>	<p>TBD</p>	<p>Next major phase that will be completed is to perform final functional analysis of the Clerk's business needs for a replacement financial system. Upon completion of this analysis, accurate milestones can be provided for the remaining phases including data conversion, programming/development, testing, training and final implementation.</p>
<p>GAP Analysis</p>	<p>Green</p>	<p>100%</p>		<p>Aug-08</p>	<p>May-08</p>	<p>May-08</p> <p>Refine requirements gap between current financials module in Juvenile iCIS and needs for RFR in Adult Clerk of Court</p>
<p>Detail Business Analysis and Detail Requirements</p>	<p>Green</p>					<p>Analyze business processes and define business requirements; <u>Baseline Scope, Baseline Cost, and projected project delivery date will be established at the end of this phase</u></p>
<p>Business Process Analysis Narratives</p>	<p>Green</p>	<p>100%</p>		<p>Jun-08</p>	<p>Jul-08</p>	<p>Jul-08</p> <p>Completed and reviewed by Clerk of the Court</p>
<p>Baseline Scope (List of Processes to Decompose)</p>	<p>Green</p>	<p>100%</p>		<p>Aug-08</p>	<p>Aug-08</p>	<p>Aug-08</p>
<p>Process Decomposition Flowcharts</p>	<p>Green</p>	<p>100%</p>		<p>Oct-08</p>	<p>Oct-08</p>	<p>Oct-08</p>
<p>Business Requirements</p>	<p>Green</p>	<p>90%</p>		<p>Oct-08</p>	<p>Oct-08</p>	<p>Due to be completed 10/20/08</p>
<p>Formal Business Process and Requirements (BPR)</p>	<p>Green</p>	<p>80%</p>		<p>Oct-08</p>	<p>Oct-08</p>	<p>Due for review/approval 10/22/08</p>
<p>Baseline Cost, Projected Project Delivery Date</p>	<p>Green</p>	<p>80%</p>		<p>Oct-08</p>	<p>Oct-08</p>	<p>Milestone, Oct. 31, 2008</p>
<p>Development Schedule</p>	<p>Green</p>					
<p>System Design</p>	<p>Green</p>			<p>TBD</p>	<p>TBD</p>	
<p>System Construction</p>	<p>Green</p>			<p>TBD</p>	<p>TBD</p>	
<p>Database migration/conversion</p>	<p>Green</p>			<p>TBD</p>	<p>TBD</p>	
<p>Quality Assurance</p>	<p>Green</p>			<p>TBD</p>	<p>TBD</p>	
<p>Training</p>	<p>Green</p>			<p>TBD</p>	<p>TBD</p>	
<p>Implementation</p>	<p>Green</p>			<p>TBD</p>	<p>TBD</p>	<p>Final Scope and Cost will be presented at the beginning of this phase.</p>
<p>Changes</p>	<p>Major /Minor</p>	<p>Reason/Impact</p>				
<p>Minor changes to percentages and status Completed Gap analysis Early</p>	<p>Minor</p>	<p>Updated percentages to accurately reflect progress. Changed status from yellow to green as currently progress is as anticipated.</p>				
<p>Complete re-planning of the rest of the project</p>	<p>Major</p>	<p>Per new PMO Methodology; Impacts: A new phase inserted resulting in a new schedule; More accurate planning and estimating.</p>				
<p>Issue</p>	<p>Owner</p>	<p>Impact/Action</p>				
<p>Staffing/Hiring freeze</p>	<p>MC Superior Court</p>	<p>Due to current budget issues, Maricopa County has initiated a hiring freeze. Court Technology Services is being impacted by this freeze. See below for associated risks.</p>				
<p>Risk</p>	<p>Probability</p>	<p>Status/Impact</p>				
<p>Budget</p>	<p>30%</p>	<p>Due to current budget issues being experienced across the state, it is possible that staffing levels could be effected. If certain scenarios comes to fruition, this could significantly impact the project schedule.</p>				
<p>CTS and Clerk of Court staff availability</p>	<p>10%</p>	<p>The success of the remainder of the project hinges on the successful completion of the business process analysis and requirements phase. This phase will require significant efforts by CTS business analysts and by Clerk of Court subject matter experts to complete the remaining tasks.</p>				
<p>Integration</p>	<p>5%</p>	<p>Successful integration to Clerks Cash Receipting application is dependant on completion of rewrite of that application. If that application is not completed on time delays in this project will occur.</p>				
<p>Staffing/Hiring freeze</p>	<p>25%</p>	<p>Due to the current hiring freeze in effect, if CTS or Clerk of Court experience turnover in key staff that they are not able to immediately replace, the project schedule could be significantly impacted.</p>				
<p>Staffing Issue/Position Title</p>	<p># Needed</p>	<p>Impact/Action</p>				
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Project Status
Project Name: COSC's Adult Financial System
Department: Maricopa County Judicial Branch - CTS

Date: October 15, 2008

Status Overview:

There are only four tasks remaining to complete in this phase of the project:

1. Finalizing the Business Requirements List section of the Business Process and Requirements (BPR) document – due October 21, 2008.
2. Packaging the Business Process and Requirements (BPR) document with cross-reference materials and Appendices – due October 23, 2008.
3. Reviewing the BPR and obtaining the approval of CTS and COSC management – due October 30, 2008.
4. Finalizing the project delivery date estimate – due October 30, 2008.

All of the above will be completed on or before October 30, 2008 as planned.

Project Journal:

9/18

Diana sent the first decomposition flowchart for Case Creation to team members for review and requested a review meeting for it for the following Monday.

9/19

Karen and Art observed and started to document the Check Processing activities at the CFO unit.

Chris requested that the Case creation flowchart review be postponed to Tuesday in order to give them a chance to review the flowcharts internally.

9/22

Chris and Art met and decided to get all the flowcharts ready and then review them at once, even if the review meetings would take 2 or 3 full-day review sessions. Chris informed CTS that he'll be on vacation starting Oct 6 and it's important that we complete the review by Oct 3.

9/22-26

The CTS team (Diana, Craig, Karen, Ken, Charlie, Art) completed the decomposition flowcharts for Case Creation, Maintenance, Payment/Allocation Processing, and Check Processing.

Art started to draft the Requirements and Application Security sections of the BPR.

Craig Brooks started to organize the BPR and build the 2 binders that would contain the separate physical sections of the document.

9/29

Chris, Diana, Jeanette, Art, Craig and Karen met all day to review the decomposition flowcharts. All revisions will be made by Diana for re-review on Thursday.

9/30

Chris, Dave Forde and Art started to work on documenting the RFR Reports as well as documenting application security requirements (patterns).

10/1

Art met with Dave Forde at COSC to discuss RFR's current security patterns, access rights and security tables.

10/3

The joint team completed the review of decomposition flowcharts.

10/7

Art consulted with Ron Bitterli at COSC re: General Ledger interface. The RFR application calls GL API function calls that update the GL tables that store un-posted journal entries. These entries are subsequently posted by the accounting staff using the GL system.

Art also consulted with Ron Bitterli a COSC re: the weekly load for unclaimed properties for publication at the COSC's website. RFR uses a sequential file to feed the process to publish unclaimed RFR funds.

10/8

Art emailed to Chris (he was on a business trip to Oregon) the documents for current Reports, Interfaces, and Security/Administration requirements. Chris forwarded the documents to the CFO team for review.

Art also emailed Chris to identify CFO staff activities that the current RFR system now tracks when the staff creates, modifies, or delete data in the system (current auditing functions).

Craig, Diana, and Karen continued to work on packaging the Business Processes and Requirements (BPR) Document (due for review and approval Oct 23). This requires indexing and inserting cross-reference points for processes and Appendix materials.

Ken submitted to Art his development estimates.

10/14

Art discussed the preliminary estimates for the project delivery date with David Stevens and Ken Troxel. CTS will review the estimates on Oct. 20 prior to presenting it to the COSC and CACC.

Art received Jeanette's feedback for the auditing functions in the current RFR system.