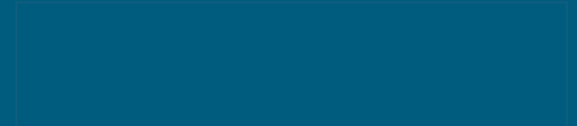# Presentation to ITAC

CHILDS Replacement Program (Guardian)

State of Arizona – Department of Child Safety

November 15, 2017

Status Through: October 27, 2017

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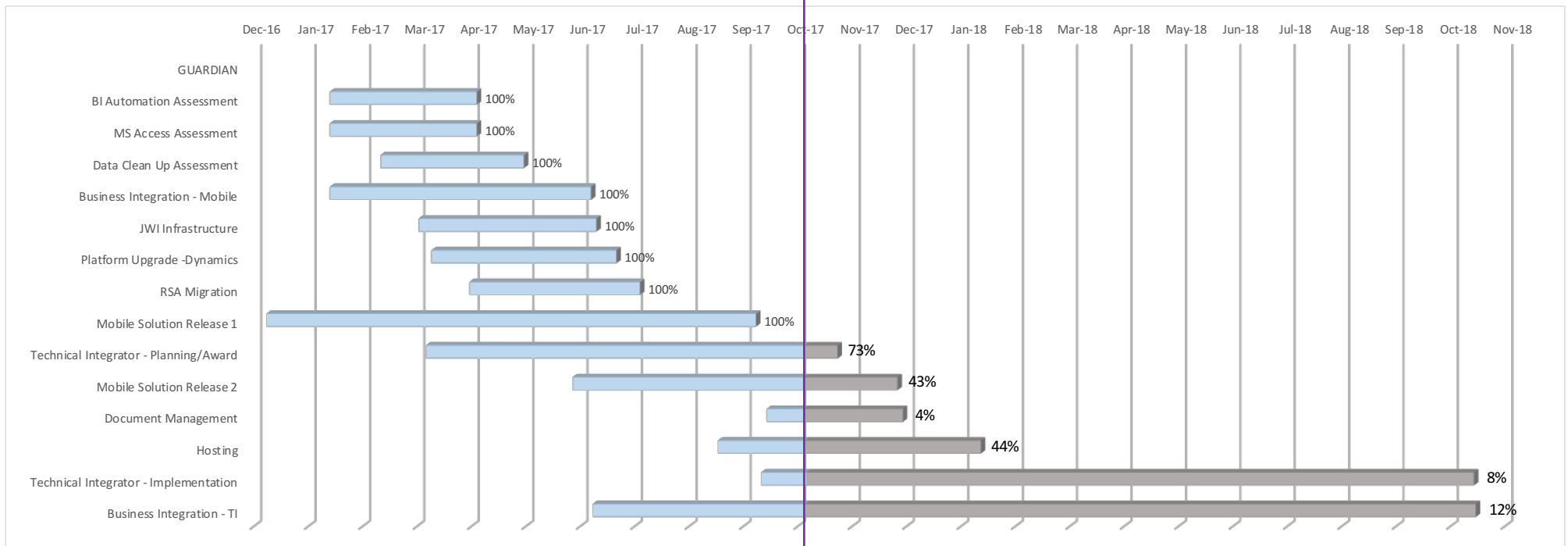
Document Management Status

Hosting

Q&A

Program Status

	Previous Status	Current Status	Status Notes
OVERALL	G	G	• The overall program is still trending in green status.
Scope	G	G	• Scope remains consistent with PIJ and latest approved IAPD (October 2017).
Schedule	G	G	• Schedule remains within +/- 10% of Roadmap. The current planned scope of work continues to stay on schedule
Budget	G	G	• Current forecasts remain within the current available favorably reviewed and available funding

G	Project on-track; no high priority risks/Roadblocks	Y	High Priority risks/Roadblocks that have mitigation plans	R	High Priority risks/Roadblocks that have no clear mitigation plans	NS	Not Started

Program Roadmap

Gantt chart with timeline from Dec-16 to Nov-18:

Task	Completion
GUARDIAN	
BI Automation Assessment	100%
MS Access Assessment	100%
Data Clean Up Assessment	100%
Business Integration - Mobile	100%
JWI Infrastructure	100%
Platform Upgrade -Dynamics	100%
RSA Migration	100%
Mobile Solution Release 1	100%
Technical Integrator - Planning/Award	73%
Mobile Solution Release 2	43%
Document Management	4%
Hosting	44%
Technical Integrator - Implementation	8%
Business Integration - TI	12%

IV&V Metrics

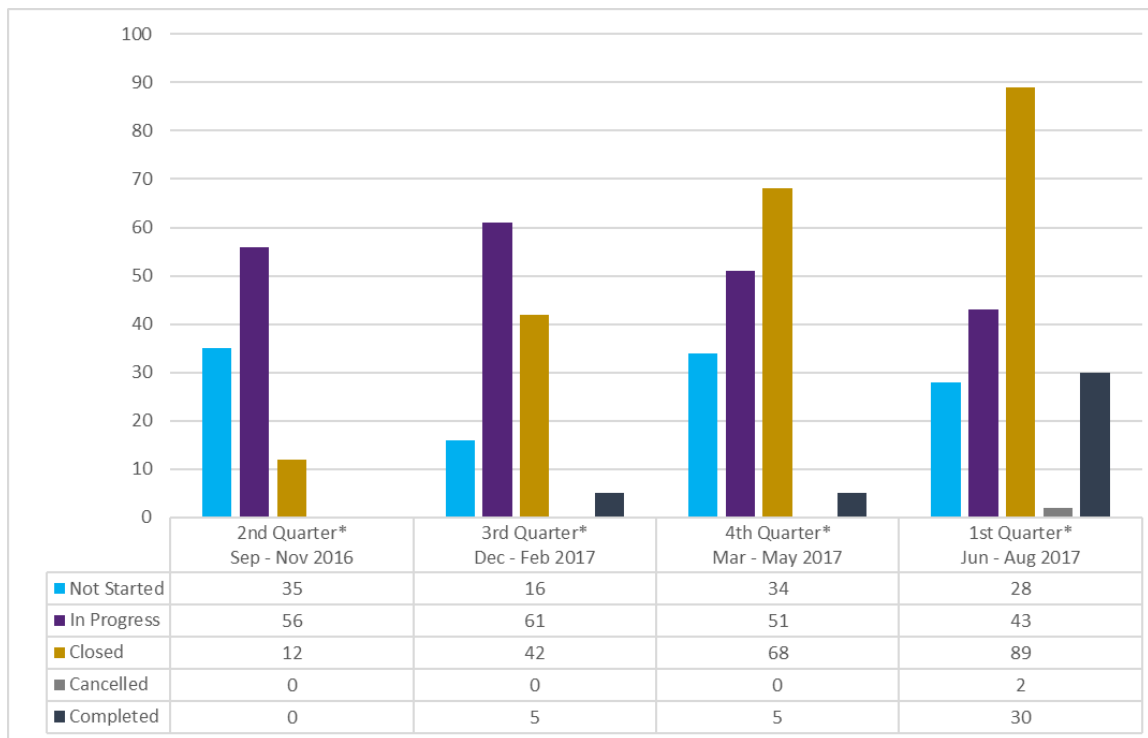|	2nd Quarter* Sep - Nov 2016	3rd Quarter* Dec - Feb 2017	4th Quarter* Mar - May 2017	1st Quarter* Jun - Aug 2017
Not Started	35	16	34	28
In Progress	56	61	51	43
Closed	12	42	68	89
Cancelled	0	0	0	2
Completed	0	5	5	30

Of the 192 Actions from IV&V, 89 have been closed with another 30 completed awaiting official closure. 43 actions are actively being worked, with another 28 being reviewed. The next IV&V review begins 11/13

Mobile Solution - Status

Timeline

Task Name	Duration	Start	Finish	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 Jan	Fe
◢ **Mobile Solution**	**259 days**	**12/20/16**	**12/16/17**										
▷ **Release 1**	**204 days**	**12/20/16**	**9/29/17**										
◢ **Release 2**	**140 days**	**6/5/17**	**12/16/17**										
Release 2 Start	0 days	6/5/17	6/5/17		6/5								
Initiation	15 days	6/5/17	6/23/17										
Planning	2 days	6/26/17	6/27/17										
Design	78 days	8/7/17	11/22/17										
Development/Configuration	66 days	9/11/17	12/11/17										
Cut Over / Transition to Production	61 days	9/20/17	12/13/17										
Rollout	2 days	12/14/17	12/16/17										
Deployment Complete	0 days	12/16/17	12/16/17										12/16

General Summary: Release 2 design and development works has been completed. Integration and interface testing, and end-to-end testing has started, while user acceptance testing planning (UAT) continues.

Key Accomplishments

- Completed design development / configuration for Release 2 features
- Conducted internal design review
- Scheduled design review with DES

Cost

- $2,573,419 Spent to date

Issues / Risks

- No current Risks

Mobile Solution Status - Functionality Release 1

- **Case Notes:** Select a note type and enter a note, see previous case notes
- **Appointments:** Create an appointment, enter details, and see your appointments for the day
- **Participants:** See the full participant listing from CHILDS, search for individuals known in CHILDS, or add a new participant
- **Mapping:** Get turn-by-turn directions to an address, see your appointments on the map
- **Reminders:** Set reminders and link them to cases
- **Reports:** Review reports assigned to you, see report priority, and input a response
- **Report History:** View history of alleged victims and perpetrators
- **Criminal Behavior:** Indicator when a report contains criminal behavior
- **Joint Investigations:** Document a Joint Investigation
- **Tasks:** Take personal notes on a free-form task pad that does not sync to CHILDS

Mobile Solution Status - Functionality Release 2

- **Record Removals**: Enter a removal
- **Multiple Editable Addresses per Participant:** Record multiple addresses for a participant
- **Email Address:** Document an email address for a participant
- **Pictures:** Take a picture and attach to a case note
- **Forms:** Several forms will be made available for use in the Visits and Investigations Applications

Mobile Solution Status - Statewide Application Usage

UNIQUE USER ACTIVITY (BY APP)

- Investigations
- Visits

279

457
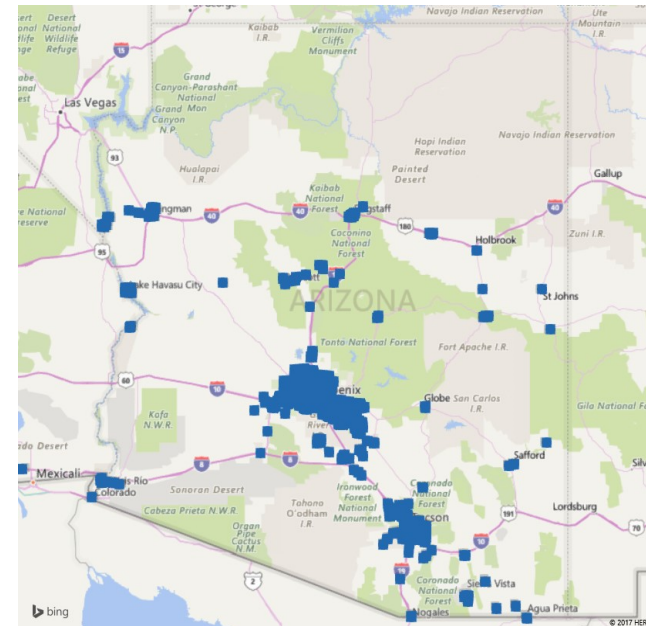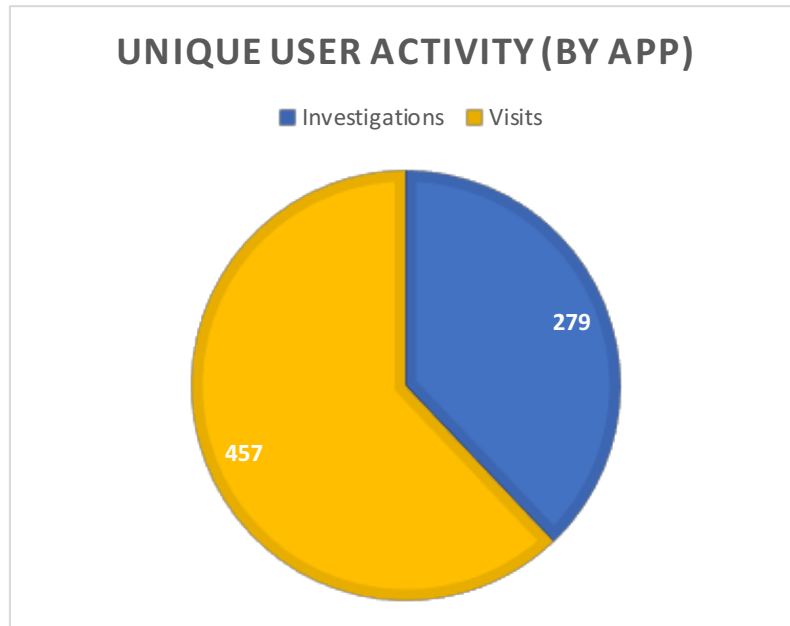
During the month of October, the mobile applications (visits and investigations) were opened throughout the state by over 700 case workers.

Technical Integration- Status

General Summary: Planning continued for the Guardian Technical Integration project. Over 17 business requirement sessions were completed for Investigation (Assessments) and Intake/Hotline during the month. Both components sessions plan to be complete in November. The technical integrator RFP is still under evaluation. Once the evaluation process completes, DCS will present the decision to ITAC for approval prior to award.

Key Accomplishments	Cost	Issues / Risks
• Completed RFP Demos • Started JAR Sessions for Intake (Hotline) • Continued JAR Sessions for Assessments • Started Planning for Data Management JAR sessions	• $ 0.07M Spent to date	• An impact to the overall timeline is possible depending upon the official award and onboarding of the selected vendor. • Resource constraints

Business Integration- Status

General Summary: The Business Integration team continued to work on communications and outreach throughout DCS. The team supported over 17 Business requirements sessions, creating process flows which will be used it creating user stories for the technical integration team. Visits to the difference regions throughout the state are planned to start in November.

Key Accomplishments	Cost	Issues / Risks
• Baseline Survey completed and reviewed • Communications outreach to all of DCS started • Business Process Mapping (BPM) process drafted • Policy research started	• $ 1.68M Spent to date	• No current Risks

Document Management - Status

Timeline*

Task Name	Duration	Start	Finish
⊿ **Document Management**	**62 days**	**10/5/17**	**12/29/17**
⊿ **Office of License and Registration**	**62 days**	**10/5/17**	**12/29/17**
Project Start	0 days	10/5/17	10/5/17
Discovery & Design	18 days	10/5/17	10/30/17
Development	24 days	10/31/17	12/1/17
Testing	29 days	11/7/17	12/15/17
Training	10 days	11/7/17	11/20/17
Deployment	10 days	12/18/17	12/29/17
OLR Complete	0 days	12/29/17	12/29/17

*The current plan may changed based upon the outputs of the Discovery and Design phase.

General Summary: Held Kickoff meeting. Scheduled discovery sessions to finalize requirements.

Key Accomplishments	Cost	Issues / Risks
• Completed Requirements • Completed and approved the System Design Document • Completed data element and keyword definitions (Taxonomy)	• $0.08M Spent to date	• No risks at this time

Hosting- Status

General Summary: The current scoped effort is the installation of the firewalls. All of the equipment has been received and is ready for installation. The installation will begin once network remediation efforts are completed

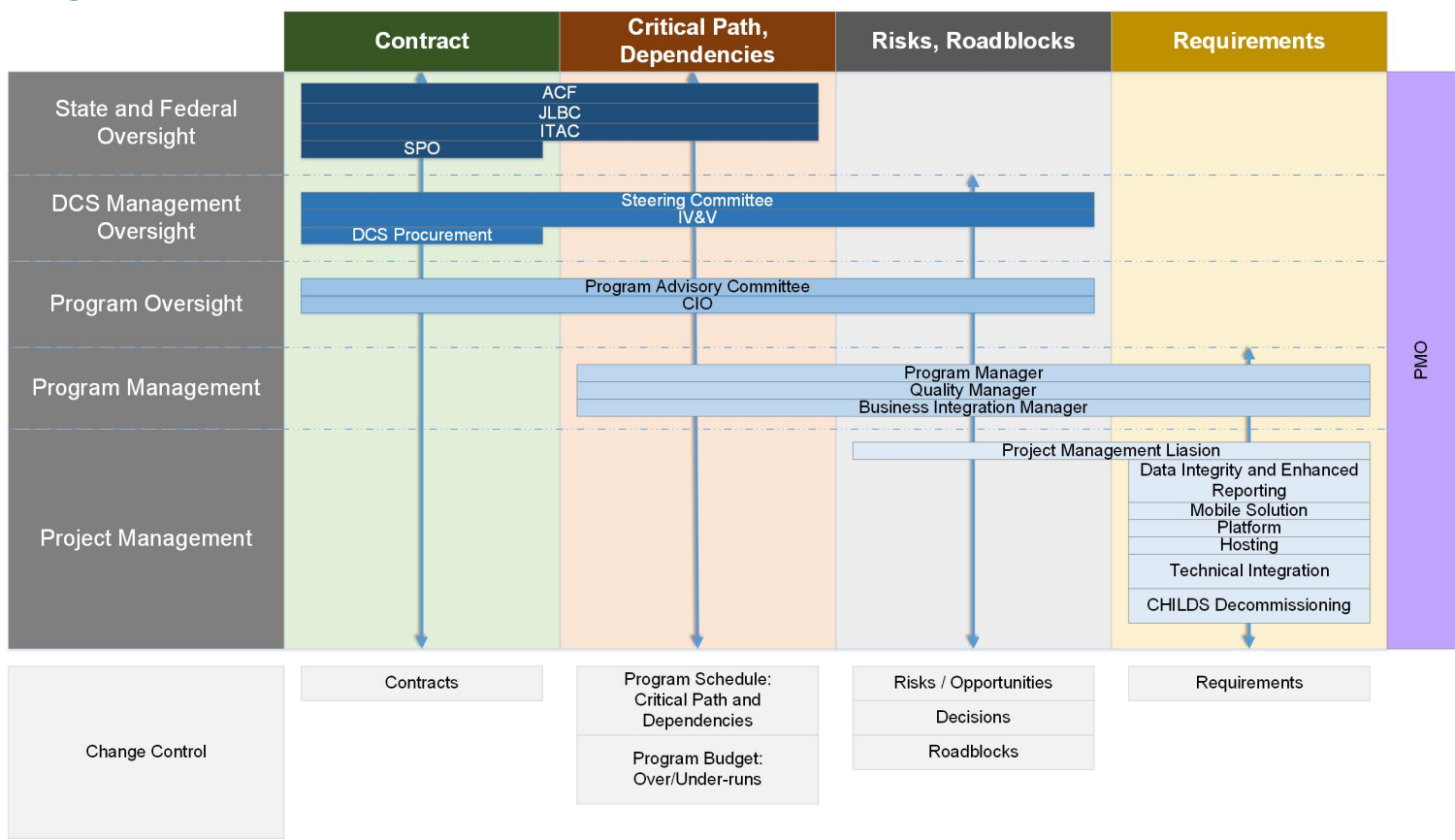| Key Accomplishments	Cost	Issues / Risks
• All equipment received	• $1.09M Spent to date	• Resource constraints may impact final completion date

Q&A

Further Information

- Program Governance
- Program Projects, Support and Services
- Current Program Development Forecast: by Fiscal Year / Project
- Current Program Financial Position

Program Governance

	Contract	Critical Path, Dependencies	Risks, Roadblocks	Requirements	
State and Federal Oversight	SPO	ACF / JLBC / ITAC			PMO
DCS Management Oversight	DCS Procurement	Steering Committee / IV&V			
Program Oversight		Program Advisory Committee / CIO			
Program Management		Program Manager / Quality Manager / Business Integration Manager			
Project Management			Project Management Liasion	Data Integrity and Enhanced Reporting / Mobile Solution / Platform / Hosting / Technical Integration / CHILDS Decommissioning	
Change Control	Contracts	Program Schedule: Critical Path and Dependencies / Program Budget: Over/Under-runs	Risks / Opportunities / Decisions / Roadblocks	Requirements	

Program Projects, Support and Services

```
┌─────────────┐      ┌─────────────┐      ┌─────────────┐
│     ACF     │      │    JLBC     │      │    ITAC     │
└─────────────┘      └─────────────┘      └─────────────┘

┌─────────────┐      ┌─────────────────┐
│  Steering   │------│ DCS Management  │
│ Committee   │      └─────────────────┘
└─────────────┘      ┌─────────────────┐
                     │ Program Manager │
                     └─────────────────┘

┌──────────────────────────────────────────────────────────┐
│   Project Teams; Business Teams; Contractor Teams          │
└──────────────────────────────────────────────────────────┘
```

Program Projects

- Data Integrity and Enhanced Reporting
- Mobile Solution
- Platform
- Hosting

- Technical Integration
  - Includes Data Exchanges, Data Warehouse, and Functional Components
- CHILDS Decommissioning

Program Support and Services

- Planning [complete]
- Feasibility Study [complete]

- IV&V
- Program Management\
- Quality Management
- Business Integration

Current Guardian Development Forecast By Fiscal Year / Project

	SFY15	SFY16	SFY17	SFY18	SFY19	SFY20	Total
Planning and Procurement Cycles	$ 236,627	$ 314,593	$ 599,942	$ -	$ -	$ -	$ 1,151,163
Feasibility Study		$ 616,998	$ -	$ -	$ -	$ -	$ 616,998
Data Management Assessment			$ 625,307	$ -	$ -	$ -	$ 625,307
Program Management			$ 1,185,035	$ 3,680,811	$ 5,408,325	$ 3,081,678	$ 13,355,849
Business Integration			$ 1,070,367	$ 2,808,809	$ 2,818,424	$ 1,843,363	$ 8,540,963
Mobile Solution			$ 1,434,041	$ 1,920,791	$ -	$ -	$ 3,354,832
IV&V			$ 107,460	$ 187,200	$ 222,768	$ 93,600	$ 611,028
Quality Management			$ 26,078	$ 2,241,202	$ 1,575,170	$ 655,200	$ 4,497,650
Platform			$ 2,147,482	$ 1,474,576	$ 40,988	$ -	$ 3,663,046
Hosting			$ 7,973	$ 1,311,273	$ 7,640	$ -	$ 1,326,887
Document Management			$ -	$ 1,262,979	$ 3,809,407	$ 1,269,802	$ 6,342,188
CHILDS Decommissioning			$ -	$ -	$ 1,854,025	$ 927,013	$ 2,781,038
Technical Integration			$ -	$ 6,704,886	$ 20,116,501	$ 6,705,500	$ 33,526,887
Other (Data Exchanges, Courts,			$ 6,035	$ 1,117	$ -	$ -	$ 7,152
Permanency			$ -	$ -	$ -	$ -	$ -
Assessment			$ -	$ -	$ -	$ -	$ -
Intake / Hotline			$ -	$ -	$ -	$ -	$ -
Provider Management			$ -	$ -	$ -	$ -	$ -
Data Warehouse			$ -	$ -	$ -	$ -	$ -
Case Management			$ -	$ -	$ -	$ -	$ -
Financial Management			$ -	$ -	$ -	$ -	$ -
Total	$ 236,627	$ 931,591	$ 7,209,721	$ 21,593,644	$ 35,853,248	$ 14,576,157	$ 80,393,835
Known Costs expected within the	$ 236,627	$ 931,591	$ 7,209,721	$ 11,828,932	$ 3,267,710	$ 1,097,280	$ 24,571,861
Estimated Costs Within the Fiscal year	$ -	$ -	$ -	$ 9,767,912	$ 32,585,538	$ 13,478,877	$ 55,832,326
Margin				$ 2,966,078	$ 2,134,762	$ 583,049	$ 5,683,888
Total Costs	$ 236,627	$ 931,591	$ 7,209,721	$ 24,562,921	$ 37,988,010	$ 15,159,206	$ 86,088,076
Program Approved Budget							$ 86,088,076
(Over)/Under							$ -

Current Program Financial Position

State Funding

	Appropriated	Favorably Reviewed	DOA Transferred
Total FY15 Appropriated	$ 5,000,000	$ 5,000,000	$ 5,000,000
Total FY17 Appropriated	$ 4,581,600	$ 4,581,600	$ 4,581,600
Total FY18 Appropriated	$ 11,103,000	$ 4,818,600	$ -
Total	$ 20,684,600	$ 14,400,200	$ 9,581,600

Federal Funding

	Appropriated	Approved to Spend	Available to spend
Federal Title IV - E Match available (50/50)**	$ 23,936,532	$ 23,936,532	$ 9,581,600

Actuals and Encumbrances

APF Spent/Encumbered		Federal Spent/Ecumbered	
CH15002 (Planning and Procurement)	$ 299,971	CH15002 (Planning and Procurement)	$ 851,192
CH15004 (Feasibility Study)*	$ 215,915	CH15004 (Feasibility Study)	$ 401,083
CH17002 (Guardian)	$ 6,210,218	CH17002 (Guardian)	$ 6,210,218
Current Costs Encumbered***	$ 2,468,398	Current Costs Encumbered***	$ 2,468,398
Total APF Spent/Encumbered	$ 9,194,503	Total Federal Funds Spent/Encumbered	$ 9,930,891

Total

Approved vs Actual & Encumbered		Available vs Actuals	
Total Funds Approved to Spend	$ 38,336,732	Total Funds Available to Spend	$ 19,163,200
Total Encumbered***	$ 4,936,796	Total Funds Spent	$ 14,188,597
Total Spent	$ 14,188,597		
Total Approved	$ 19,211,338	Total Actuals	$ 4,974,603

*Per DCS JLBC Legislative Liaison, the remaining $97k from the feasibility study (CH15004), does not require favorable review to spend on the rest of the Guardian Program

*$29 APF balance remaining from the Planning and Procurement project (CH15002)

**The Federal Title IV-E Funding will always be equal to available APF as DCS is approved for 50/50 match

***Current Costs encumbered is derived from all formally issued POs as of 10/27/17. Encumbered costs will be reduced once invoices against those costs are officially paid

Financial Health:
The current fiscal health of the program is green. All FY17 monies have been transferred to the program.