



## High-Profile Information Technology Project Status Report

Department: Department of Corrections

Project Name: WICS 4.1 Inmate Financials

Business Sponsor: James Schwochert

Date of Report: 1/15/2016

Reporting for Quarter: 12/31/2015

Project Start Date: 4/1/2014

Planned Implementation Date: 9/1/2016

Estimated Project Cost: 1m

Amount Provided Through Master Lease: 620k

**Project Description** – Enter a brief description of the project, including the business case for it and its major deliverables.

The purpose of the WICS 4.1 Inmate Banking, Canteen, and Payroll project is to smoothly transition business functions and workflows related to DAI Financials from the WITS system to WICS. The project will handle the conversion of some legacy data from WITS into WICS, the design and implementation of necessary reports and web services or interfaces, and the implementation of related WICS functionality. This project will also likely include significant business changes to improve efficiency in DAI workflows and increase the likelihood of business workflows functioning well within the WICS structure.

The specific work functions include: Inmate Banking, Canteen, Payroll, Related reports, and Interfaces / web services.

**Project Funding** – Please describe all sources of funding for the project, which should add up to the estimated project cost cited above.

GPR 1m (620k master lease)

**Project Status** – Determine the status for the Schedule and Budget categories below based on the guidelines on the right and described in more detail on page 2 of this document.

Insert an X in the column that best describes the status of the category. Add comments for that category as needed.

Additional comments are not required if the status is Green, but if a category has a status of Yellow or Red, describe the issues or problems and what actions the agency is taking to address them.

STATUS COLOR INDICATORS	
Green	On target as planned
Yellow	Encountering <b>issues</b> (e.g., Schedule or Budget over by 10% to 25%)
Red	Encountering <b>problems</b> (e.g., Schedule or Budget over by 25% or more)

### Project Status Categories

	Green	Yellow	Red
<p><b>Schedule Status</b>            WICS 4.1 functionality was implemented at the end of June as planned, although, turned off from a security perspective until conversion takes place. 764 tickets (defects, change requests, and inquiries) were resolved and delivered to date and continues. Marquis plans to deliver the remaining fixes and change requests by the end of April. User acceptance testing will continue into June. Seven weeks have been allocated for training and regression testing. The conversion go-live date was moved to September 1<sup>st</sup>, 2016 to address issues and avoiding year end implementation.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Budget Status</b>            On track. One last master lease reimbursement planned in May 2016.</p> <p>Defect resolution by Marquis is covered under a 6 month warranty beginning November 1<sup>st</sup>, 2015. Minor enhancements are covered under the annual maintenance agreement established also on November 1<sup>st</sup>, 2015.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Summarize Any Completed Major Tasks or Project Phases:**

Completed another round of regression testing for resolved defects and updated functionality in November. A full end-end test is planned during May-June to confirm all critical business processes are supported by the system. Completed additional conversion testing and clean up. Finalizing acceptance criteria and developing plan to address exception reports at time of conversion. Completed portions of the training materials. Remaining training material to be completed prior to go-live. Completed integration testing, in support of Canteen and Kiosk services provided by Keefe. US Bank integration testing continues, waiting for US Bank sign-off.

**Summarize Any Significant Project Changes Affecting Schedule, Budget or Scope:**

For each change, describe what the change involved, when it was approved, and the reasons behind the approved change. Resource contention between WICS and STAR increased during the month of November and December. January and February are likely to be as challenging. Accounting subject matter experts, training, and acceptance test resources will be more available at the end of February and March, after quarterly reporting using STAR has completed. Possible resource contention issues to pick up again during year end close.

A change request to add canteen financial functionality was approved and implemented, conversion to follow. In addition, several tickets have been opened to address additional changes needed to support DOC inmate banking, canteen, and payroll processes.

Evaluating impact of remaining change requests.

**Additional Comments or Issues (optional):**

If you have any additional overall status comments about the project (e.g., project news, accomplishments, emerging challenges or risks that could affect the project), please provide them here.

DAI has requested and funded purchase of 22 new printers for check printing at each facility in preparation for the WICS 4.1 rollout. Check printing testing has started and will continue until printed text falls inside specified areas of the check.

Flatbed scanning orders have been canceled due to expiring technology. Orders to be resubmitted next month. Testing to resume, once new model has been received.

**Project Status Category Guidelines**

**Schedule Status**

**Green** – Indicates that the project or phase is on track for the targeted implementation date.

**Yellow** – Indicates that the project or phase may be falling behind and analysis needs to be done to determine if the project can recover and still achieve the targeted implementation date, or if adjustments must be made to that date.

**Red** – Indicates that the project or critical tasks have fallen behind schedule, and corrective action must be taken to still achieve the targeted implementation date or that date must be changed.

**Budget Status**

**Green** – Currently on target with project budget.

**Yellow** – Project is over budget by 10 to 25%.

<b>Project Status Category Guidelines</b>
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<b>Red</b> – Project is over budget by 25% or more.
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