



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: 7/27/2016

Reporting for Quarter: 6/30/2016

Project Start Date: 4/1/2014

Planned Implementation Date: 11/1/2016

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 issues (e.g., Schedule or Budget over by 10% to 25%)
Red	Encountering problems (e.g., Schedule or Budget over by 25% or more)

Project Status Categories

	Green	Yellow	Red
<p>Schedule Status WICS 4.1 functionality was implemented at the end of FY15 as planned, although, turned off from a security perspective until conversion takes place. 1,061 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 August. User acceptance testing will continue into September. Seven weeks have been allocated for training and regression testing. The conversion go-live date is planned prior to the end of the calendar year to provide time to address lingering issues.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Budget Status On track. Final master lease reimbursement received since the last report.</p> <p>DOC has begun maintaining the WICS application. Marquis will provide assistance with defect resolution and minor enhancements as part of the annual maintenance agreement established on November 1st, 2015. Marquis continues to correct more complicated funds distribution processes.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Summarize Any Completed Major Tasks or Project Phases:

The team has been focused on resolving remaining issues and completing report development. 160 tickets were resolved since the last report. User acceptance testing continues - 56 out of 60 workflows approved to date. Remaining areas include: Close-out, Trust Reconciliation, Canteen Bank Reconciliation, and Distribution. In addition, we need to thoroughly define the pre-deployment WITS close-out process. Also, 45 out of 62 reports were approved, 11 of the remaining are ready for acceptance testing. Initial application security testing complete, ready for acceptance testing.

Completed additional conversion testing and clean up. Continued reviewing exception reports to be used at time of conversion. Completed portions of the training materials. Remaining training material to be completed prior to go-live. Completed testing of the Keefe integration provided by Marquis, in support of Keefe Canteen and Kiosk services. Plan to retest one defect caused by leading zeros next week. US Bank integration testing continues, ready for US Bank testing and 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. Act 355 changes the priority of deductions and payments of offender moneys collected by DOC. This change coincided with the project. An enhancement was worked into the schedule and completed on July 1st as required.

Resource contention between WICS and STAR continues. Accounting subject matter experts, training, and acceptance test resources are still somewhat constrained, although, progress is being made. More time will become available in August and September after fiscal year end and new fiscal year activities subside.

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

The team will be determining and evaluating potential application changes necessary for Badger State Canteen.

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. Printers have been staged at the sites.

Flatbed scanners have been an on-going challenge. Up to five models have been discontinued prior to certification testing completing. A new model has been ordered and will undergo testing. We have had to move to a higher end model. Budget has not been impacted since we need fewer scanners due to an increase in outsourced canteen.

The WICS application works very differently than the current WITS application in use today. The leadership team has been meeting to understand implications and prepare effectively for the upcoming roll-out.

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%.

Project Status Category Guidelines

Red – Project is over budget by 25% or more.
