IOWAccess Monthly Status Report

January, 2006

Table of Contents

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IOWAccess

January, 2006 Update

Approval of Funding Recommendations from the January, 2006 IOWAccess Advisory Council Meeting

Mollie Anderson has approved the following spending recommendations from the January 11, 2006 IOWAccess Advisory Council meeting:

- $15,000 to fund Phase I Planning for the Department of Natural Resources Electronic Access to Iowa's Water Pollution Control Permits;

- Up to $25,000 to fund Phase I Planning for the Department of Natural Resources Electronic Access to Iowa's Boat, Snowmobile, and All-Terrain Vehicle (ATV) Registrations;

- $17,000 to fund Phase I Planning for the Department of Natural Resources Web-Enabled Performance Management System.

Mandated Legislative Reports

The Department of Administrative Services has filed two legislatively mandated reports in January 2006. The 2006 Technology Governance Board Annual Report was filed on January 9th and the E-Commerce Report was filed on January 20th. Both reports are available from the State Library of Iowa "Publications Online" website. which can be accessed at:

http://publications.iowa.gov/

To locate the reports, use the "Jump to an Agency" search. The reports are filed under the "Department of Administrative Services".

IOWAccess Revolving Fund Annual Report

The Annual IOWAccess Revolving Fund Report must be submitted to the legislature by January 31, 2006. A draft version of the final report is being e-mailed to all IOWAccess Advisory Council members on January 26th. All IOWAccess Advisory Council members are encouraged to get final edits and comments to Tom Shepherd (tom.shepherd@iowa.gov, 515-281-6902) as soon as possible for inclusion in the final draft.

To provide for a more timely preparation and review of the FY06 report, an IOWAccess Revolving Fund Annual Report Planner has been prepared for your review and approval. The report planner is located on the last page of this monthly status report.

IOWAccess Financials

The financial spreadsheet accompanying this report (through December 2005) reflects a number of updates. The accounts still showing expenditures over the budgeted amount will be reconciled with the issuance of the January IOWAccess financial statement next month.

Modifications to the IOWAccess Project Process

The process developed over time for IOWAccess projects has consisted of four phases – Initiation, Planning, Execution, and Operations. An explanation of the current "Planning Phase" was given to the IOWAccess Advisory Council at their January 11, 2006 meeting, which resulted in the Planning Phase being divided into to two separate phases – Analysis and Design. (See Figure 1)

Figure 1. Modification of the IOWAccess Project Phases
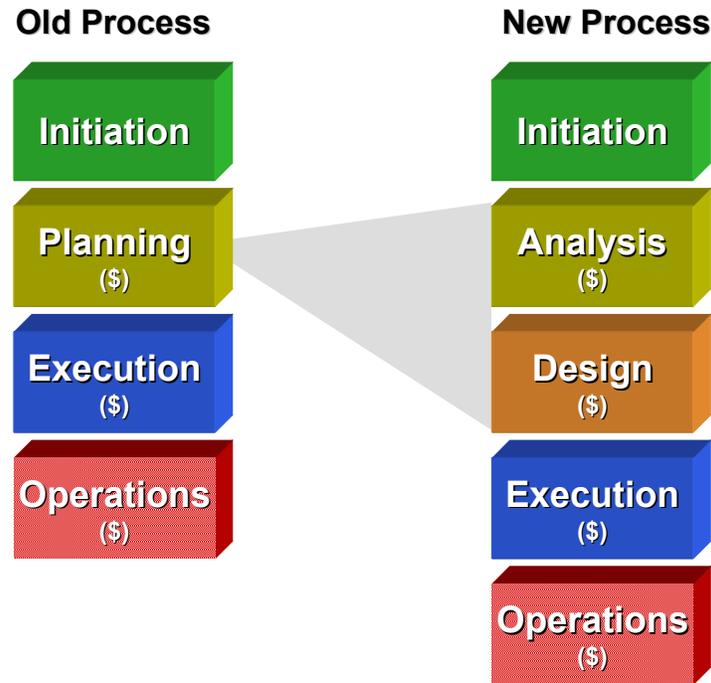
The emphasis of the IOWAccess project process is predictable costs and well-defined deliverables. State agencies may request funding for all but the Initiation Phase. At the conclusion of any step in the process, state agencies have access to deliverables from the completed step(s) and are free to proceed using other funding sources.

The Evolution of the Planning Phase

The Planning Phase in the "Old" process included all of the items listed in Figure 2.

Figure 2. "Old" Planning Phase
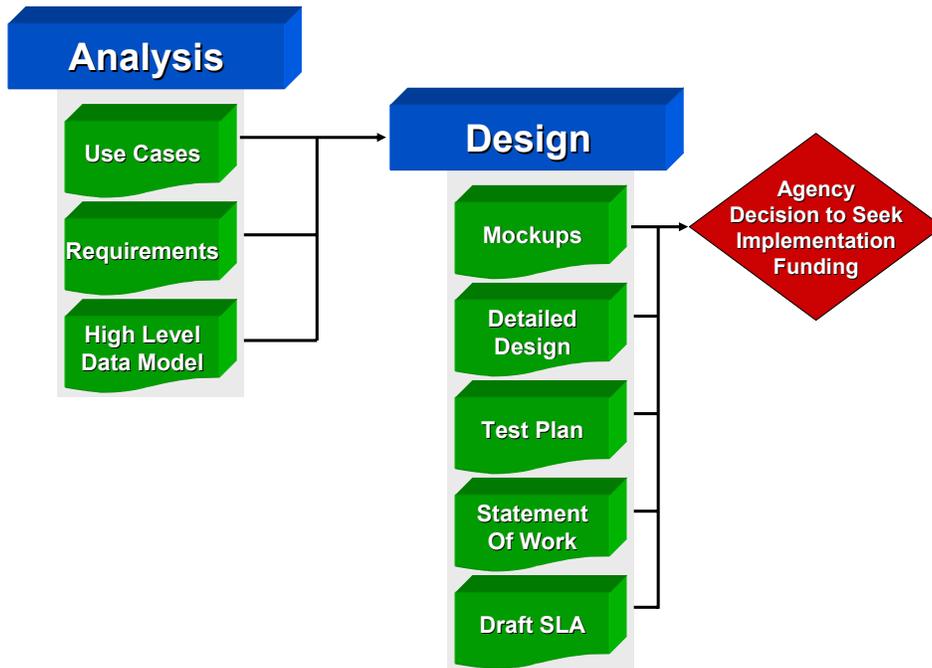
The IOWAccess Advisory Council requested that the initial funding for what used to be referred to as the "Planning Phase" be restricted to the items listed under "Analysis". (See Figure 3)

Figure 3. Analysis Phase
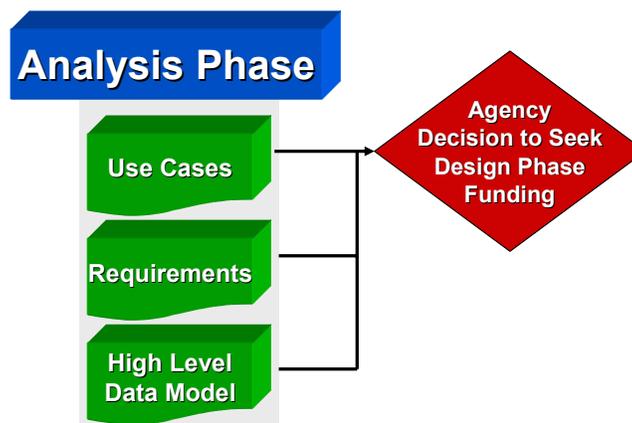
Once the Analysis is complete, the Council will review the project before approving funding for the Design (See Figure 4) and Implementation Phases.

Figure 4. Design Phase
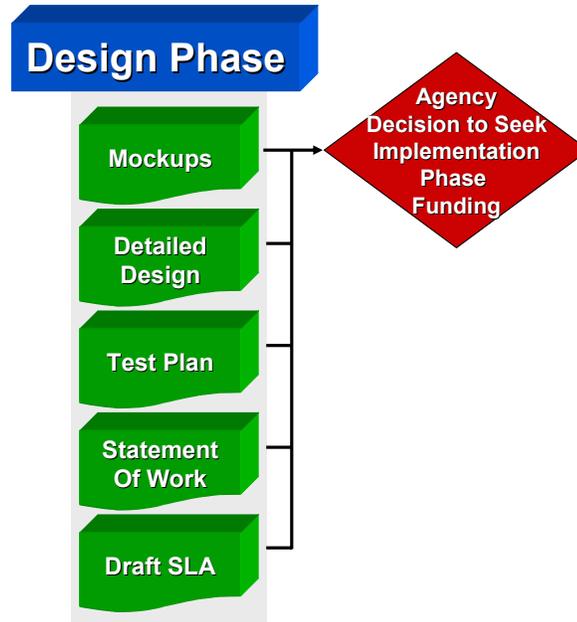
The council acknowledged that the proposal to place a decision point before the Design Phase will result in a significant reduction in the accuracy and reliability of the estimated cost to complete the project. This will result in higher cost estimates, necessary to account for a substantial number of unknowns, and/or an increased number of requests for additional funding for projects already in the Design and Implementation Phases.

Understanding the Council's concerns, ITE Applications Development is reviewing the current project lifecycle to identify a set of deliverables to support a decision point that would have an acceptable level of confidence without the cost of the full Design Phase.

Information Technology Enterprise – IOWAccess Project Status Report for January, 2006

Project Name	Approved	Phase Approved / Funded	Amount	Status
Miscellaneous Contribution Tracking	11/3/20037/13/05	Overall Added Funding	$7,000 $104,553	Coding complete. Move to Test around 1/30 and begin User testing.
Targeted Small Business Online	11/3/03	Overall	$45,000	Limited resource availability due to sickness and holidays has slowed progress. Delivered Requirements document 1/20 for customer review and acceptance.
Social Gambling Online	11/3/20039/14/05	Overall Added Funding	$55,000 $25,000	Lost resource and had to replace, which will delay project by approximately 2 weeks. Started coding again 1/23.
Child Development Home Registration Renewals	1/26/04	Overall	$199,124	Provided Design, SOW and execution plan to customer for their review and acceptance. Waiting for customer signoff. Meeting scheduled 1/25 for initial review.
28E Project	4/19/04	Overall Added Funding	$120,660 $53,000	Have signed Requirements and SOW. Lost 2 resources scheduled to work on project. Replaced one resource and started coding.
Criminal History Background Check	6/17/04	Implementation	$47,375	Have received signed Requirements and SOW from customer. Started coding 1/16.
Enterprise E-Mail Subscription Service	9/10/04	Overall	$163,715	Coding almost complete. Target move to Test by 2/3 for UAT and to Production 3/1.
Soil Conservation Grant application -	9/10/04 9/14/05	Planning Added Funding	$10,000 $140,000	Applicant screens in final review with users. Field office screens underway. 6th set of screen mockups targeted for delivery by 1/31.
Missing Person's Reports On-line	5/11/2005	Implementation	$40,000	Application in Production. Awaiting DPS to announce new site. http://www.iowaonline.state.ia.us/mpic/
Web Access	5/11/2005	Ph 1 Implement & Ph 2 Planning	$75,000	Coding has been started. Meeting regularly with customer to review progress and implementation.
Licensing and Beer/Wine Taxation Web Access	7/13/2005	Implementation	$108,000	**Licensing** - Placed into Production 12/19. http://www.iowaabd.com/alcohol/licensing/elicensing.jsp **Beer/Wine** - Finishing Reports. Customer targeting 1/24 demo for distributors, 2/11 to start UAT and 2/24 to Production.

Project Name	Approved	Phase Approved / Funded	Amount	Status
Purchasing Results '07	11/9/2005	Implementation	$50,688	In Production 1/10 in time for Governor's speech. http://purchasingresults.iowa.gov/
Electronic Local Budget Submission	11/9/2005	Implementation	$35,000	Working on testing with customer. Adding security features. Had to replace 3rd party package due to bug in it.
Online Order Entry & Inventory Management	9/14/05	Planning	$90,000	On customer hold pending move into Production of current projects.
Licensing/Regulatory Documents Online	9/14/05	Planning	$45,000	On customer hold pending move into Production of current projects.
Wastewater Discharge Permit System	1/11/06	Planning	$15,000	New project. Kickoff meeting scheduled for 1/25.
ATV, Boat and Snowmobile Licensing	1/11/06	Planning	$25,000	New project. Setting up meetings to kickoff.
Performance Management Application	1/11/06	Planning	$17,000	New project. Setting up meetings to kickoff.
Food Stamps - Web Intake	1/26/04	Overall	$100,000	For Update, please see page 10.
Electronic Tax Administration	1/26/04	Overall	$414,000	For Update, please see page 10.
Supreme Court Commissions	9/14/2005	Implementation	$195,955	For Update, please see page 10.

ITE Completed Projects

Project Name	Approved	Phase Approved / Funded	Amount	Status
WRS Public Access Improvements	11/3/03	Implementation	$20,000	Project is complete and has been moved into production.
Missing Person's Reports On-line	9/10/2004	Planning	$5,000	Planning completed.
State audit reports online	6/17/2004	Concept		Completed
State audit reports online	9/10/2004	Funding	$3,850	Project completed and in production.
Online Teacher License Renewal	original 11/3/2003 added funding - 1/12/05	Implementation	$445,059	https://www.iowaonline.state.ia.us/boee/controller.aspx?cmd=default
National Sex Offender Public Registry	Discretionary Fund	Overall	Discretionary Fund	www.nsopr.gov
Interactive State Phone Directory	11/10/04	Implementation	$59,768	http://www.icn.state.ia.us/rdirectory/index.html
Personal Financial Disclosure	7/13/05	Planning	$15,000	Planning completed.
Supreme Court Commissions	3/9/2005	Planning	$38,875	Planning completed.
E-Government Research Project	6/17/2004	Overall	$114,068	http://das.ite.iowa.gov/governance/IAC/documents/index.html
Lobbyist/Client Tracking System	11/3/03	Overall	$18,500	Further IOWAccess funding denied, project terminated.
Personal Financial Disclosure	7/13/05	Planning	$15,000	Further IOWAccess funding denied, project terminated.
Electronic Local Budget Submission	7/13/2005	Planning	$12,000	Planning completed.
Food Inspections Online	11/3/2003 Add'l Funds 4/19/04 Phase 2 funds .5/11/05	Overall	$178,333	Application now in Production. Can be accessed at: http://foodandlodgingreports.iowa.gov/
Digital Camera / Professional Photo Services for Campsite Photos	9/10/04	Overall	$15,000	Completed photography. Web site and reservation service is expected to go into Production in early Jan' 06

Judicial Branch – Supreme Court Commissions Project

The purpose of this project is to create a web-based Internet interface for the public, Iowa lawyers, Iowa shorthand reporters, continuing legal education (CLE) event sponsors and trust account depository institutions to use in accessing the services of Supreme Court Commissions. A summary of the current project status is as follows:

Phase I (Planning) Tasks:
Development of requirements and prototype web screens for the internal interface used by Commissions staff and the external interface that lawyers, shorthand reporters, Interest on Lawyers Trust Accounts (IOLTA) Banks, CLE providers, and the public will use was completed in late September.

Phase II Tasks:
Development of the code necessary to make the internal screens functional and provide the staff interface to the Oracle database is complete. In addition, development is completed on the code necessary to make approximately 80% of the external screens functional.   The remaining external screen coding (primarily for the shorthand reporters) will be performed on a phased basis after online services for lawyers, CLE providers, IOLTA banks and the public are activated in early to mid 2006.

The server that will house the Oracle Application Server is installed at the Joint Forces Headquarters building in Johnston, and is operational with the Oracle Application Server software in use at this time, servicing the internal interface used by Commissions staff. Conversion of the existing Access database to Oracle is complete. Final verification of data integrity is complete, and the staff at Court Commissions now has transitioned from the existing Access database to the new Oracle database using the new internal interface.

With respect to the external interface, priority has been placed on having the lawyer reporting modules (CLE, Client Security) operational first. An implementation date of approximately February 1, 2006 still is expected for the lawyer reporting modules. This activation date will support online reporting by lawyers for the annual reporting period which ends on March 1, 2006. After March 1st, announcements will be made on a phased basis regarding activation of the public information module, CLE accreditation module, CSR reporting module and IOLTA reporting module, to allow Court Commissions staff to implement and adjust to the changes in an orderly way.

Department of Human Services – Food Stamp Web Intake Project

The Department of Human Services (DHS) project manager, Lisa Starr, reports that the testing of the working prototype for the Food Stamp Web Intake system has led to the development of a second generation prototype. This new prototype is based on updated business specifications. The DHS staff is using the new prototype to begin defining use cases for the various functional aspects of the Food Stamp Web Intake system

State Patrol In-Car Computers

The Iowa Department of Public Safety has fifty "ruggedized" computers on order from their newly established contract and expects to take delivery of them the week of January 30th. They have received the specialized mounting brackets and will begin installing the notebook computers upon arrival. The features in the ruggedized portables include:

- **Shock-Resistant Hard Drive.** Internal hard drives are mounted in shock-absorbing polymer compounds, which protect the drive--and the data--from the impact of a fall or other jolt.

- **Spill and Dust Resistance.** Sealants prevent liquid and dust from getting through the cracks in the keyboard and touchpad. An overlay panel on LCDs provides added protection against moisture and dust.

- **Sealed Ports and Slots.** To protect vulnerable areas where liquid and dust could easily enter--such as PC Card slots—the notebooks have hinged aluminum alloy covers with environmental seals.

- **Magnesium Casing.** The notebooks feature full magnesium casing, which promises extra protection against bumps, knocks, and falls.

- **Outdoor-Readable Displays.** The display screens are designed to be easily read outdoors. By comparison, the majority of commercial notebook screens look washed out when viewed outdoors.

- **No Fan.** Internal fans are designed to cool notebooks, which can become overheated after hours of use. Sealed case construction allows the notebooks to work without a fan or vents.

- **Tested for Ultra Reliability.** The notebooks have been designed to specific military specifications and tested to measure environmental reliability levels. The notebooks are also tested against drops, shock, moisture, dust, and exposure to extreme temperatures.

IOWAccess Revolving Fund Annual Report Planner

Organizer's Name: *Tom Shepherd*

Statutory Requirements for the Report: From Iowa Code §8A.224 **–** "The department shall submit an annual report not later than January 31 to the members of the General Assembly and the Legislative Services Agency of the activities funded by and expenditures made from the revolving fund during the preceding fiscal year."

ACTIVITIES	ENDING
Review preliminary draft of FY05 Report	**1-11-2006**
Final Draft of FY05 Report to IOWAccess Advisory Council for Review	**1-26-2006**
FY05 Report Due	**1-31-2006**
IOWAccess Advisory Council makes recommendations for issues or topics (other than those listed in the legislative language above) for inclusion in the annual report,	**9-13-2006**
Review Preliminary Draft of the FY06 Report	**11-8-2006**
Review final draft of FY06 Report	**1-10-2007**
FY06 Report Due	**1-31-2007**

2006

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■ Denotes State Holiday

IOWAccess Advisory Council Meetings are noted in **<u>bold underline</u>**.