

# **Information Technology Activity Report**

**Agency of Digital Services  
Enterprise Project Management Office  
(EPMO)**

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## About This Report

This report was produced by the Enterprise Project Management Office (EPMO), which is part of the Agency of Digital Services (ADS). The purpose of the report is to meet statutory requirements for reporting on technology projects with an IT activity cost of \$500,000 or more and to provide a summary of independent reviews that were conducted during the calendar year.

This report only includes information technology (IT) activities for the Executive Branch of State government and was compiled in collaboration with the State entities who have a qualifying project. Future costs and dates projected in this report are estimates based on current information and are subject to change. This report includes all IT Activities that have implementation costs occurring on or after July 1, 2018 and have a total implementation and operating cost of at least \$500,000.

The EPMO has identified the following IT activities that meet the statutory dollar threshold for reporting. These IT activities are organized within this report by State Agency/Entity.

Statute requirements met in this report:

### 3 V.S.A. chapter 56 § 3303 (a)(1)(D)

(D) an outline summary of information, including scope, schedule, budget, and status for information technology projects with a total cost of \$500,000.00 or greater

### 3 V.S.A. chapter 56 § 3303 (a)(1)(F)

(F) a summary of independent reviews as required by subsection (d) of this section;

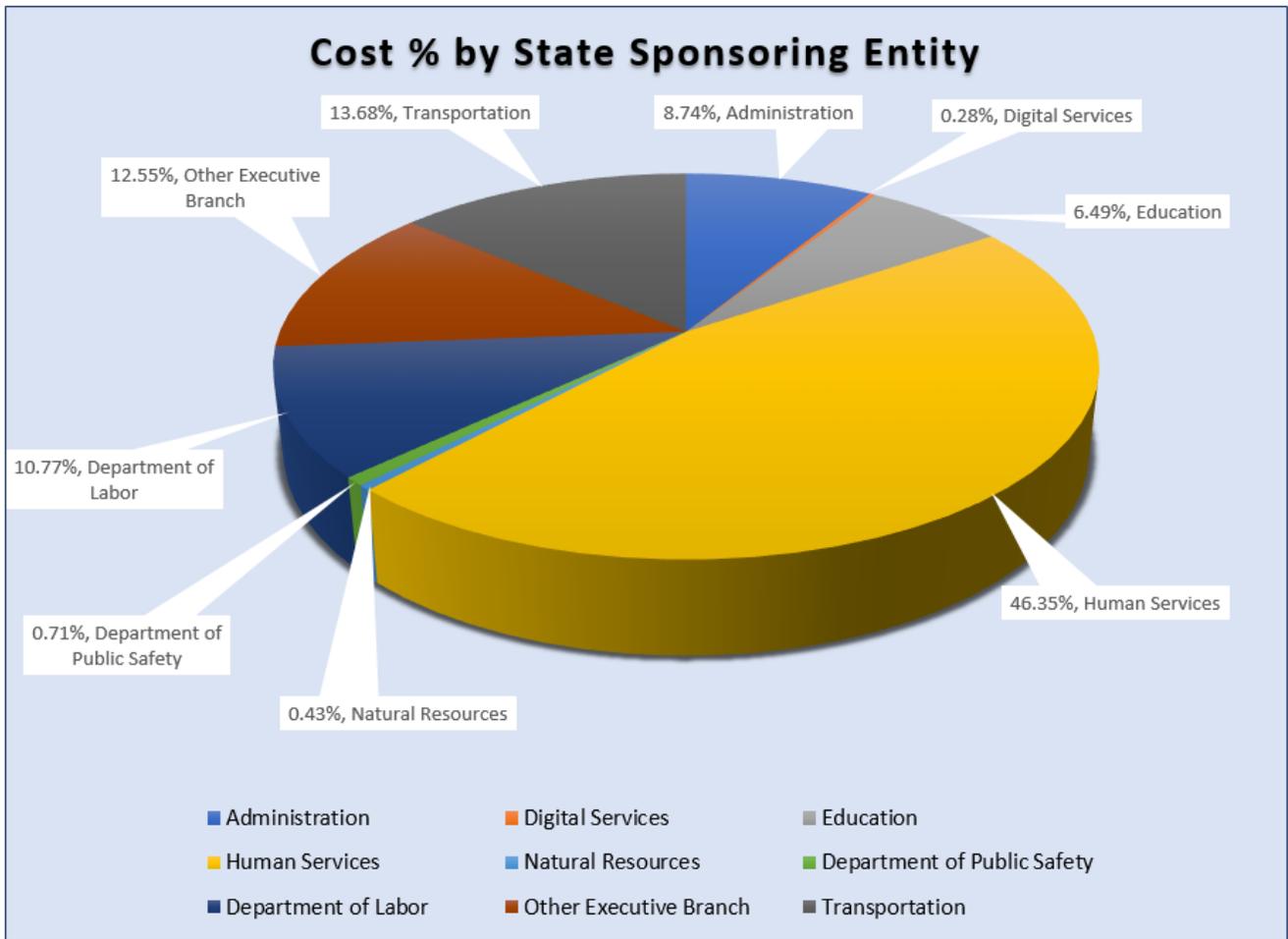
## Independent Reviews completed from January 01, 2019 through September 30, 2019

IT Activity Name			
Agency	Department	Project	Date
Transportation	Motor Vehicles	Commercial Vehicle Operations System Replacement	2/8/19
Other Executive Branch	E911	Next Generation 911 System	3/14/19
Other Executive Branch	Green Mountain Care Board	Vermont Health Care Uniform Reporting and Evaluation System	4/10/19
Human Services	Health Access	Customer Portal Phase 1: Document Uploader	4/22/2019
Administration	Buildings & General Services	eProcurement	9/23/19

\*These independent reviews are available on our ADS EPMO website at [www.epmo.vermont.gov](http://www.epmo.vermont.gov)



# Summary & Metrics



### Total Estimated Implementation Costs

**\$186,387,316.58**

*Implementation costs are the one-time project costs to implement the solution. Includes both federal and state dollars.*

### Top 10 Projects for Highest Estimated Total Implementation Costs

Rank	Entity	Project	Total Implementation Costs
1	Human Services	Health Information Exchange (HIE) VHIE	\$37,994,973.67
2	Human Services	Medicaid Management Information System (MMIS) Care Management	\$20,164,102.99
3	Labor	Integrated Unemployment Solution Modernization	\$15,162,920.83
4	Administration	Property Tax Management System	\$12,237,348.00
5	Transportation	Construction Management System Replacement	\$9,310,617.42
6	Liquor & Lottery	Point of Sale and Central Office	\$8,717,100.75
7	Administration	Enterprise Electronic Procurement Solution	\$8,297,251.00
8	Human Services	Case Management System (VRCMS)	\$6,190,370.00
9	Transportation	Vermont Asset Management Information System (VAMIS)	\$4,695,635.00
10	Human Services	Integrated Eligibility & Enrollment - Online Application	\$4,613,199.39

## Total Estimated Operational Costs

**\$130,133,132.20**

*Total costs to operate & maintain the solution through its life. Includes both federal and state dollars.*

### Top 10 Projects for Highest Estimated Operational Costs

Rank	Entity	Project	Total Operational Costs	# Years
1	Labor	Integrated Unemployment Solution Modernization	\$18,932,420.00	20
2	Human Services	Medicaid Management Information System (MMIS) Care Management	\$13,637,720.66	5
3	Human Services	Health Information Exchange (HIE) VHIE	\$12,072,774.00	5
4	Liquor & Lottery	Licensing & Enforcement System	\$8,500,000.00	10
5	Other Executive Branch	Next Generation 911 System	\$8,458,378.80	5
6	Human Services	Integrated Eligibility & Enrollment - Business Intelligence (BI)	\$6,681,600.00	10
7	Transportation	Commercial Vehicle Operations System (VT CVO)	\$5,000,000.00	10
8	Green Mountain Care Board	VHCURES 3.0 (all claims payer data base)	\$4,569,600.00	5
9	Education	Shared School District Data Management System (SSDDMS)	\$4,334,487.00	10
10	Transportation	Credentialing Services System Replacement	\$3,803,625.00	10

## Total Estimated IT Activity Costs

**\$316,520,448.78**

*Total IT Activity costs to implement, plus the costs to operate and maintain the solution. Includes both federal and state dollars.*

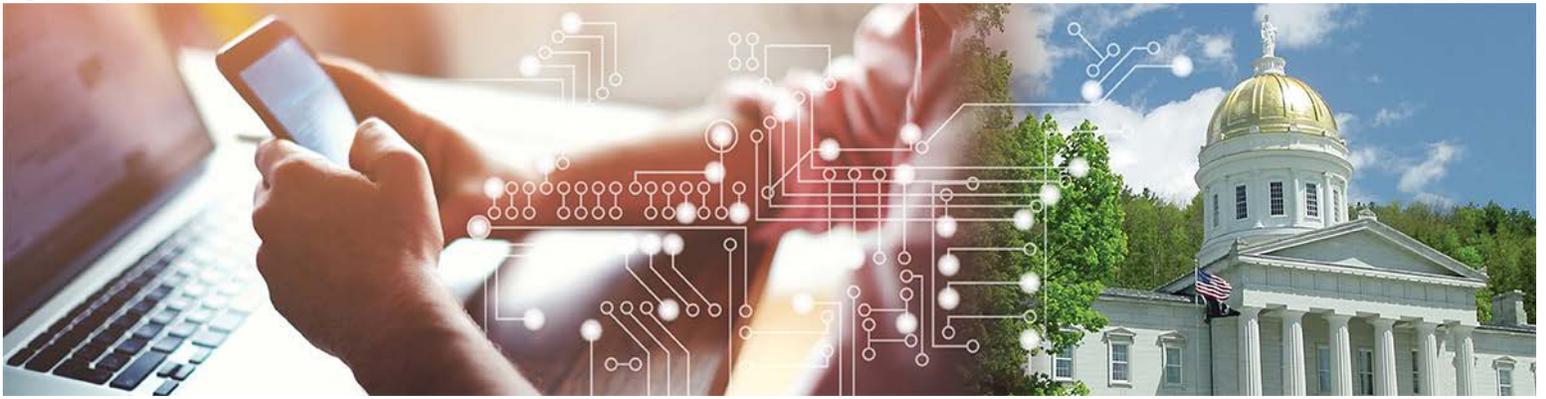
### Top 10 Projects for Highest Estimated IT Activity Costs (Estimated Implementation + Estimated Operating costs)

Rank	Agency	Project	Total IT Activity Costs
1	Human Services	Health Information Exchange (HIE) VHIE	\$50,067,747.67
2	Labor	Integrated Unemployment Solution Modernization	\$34,095,340.83
3	Human Services	Medicaid Management Information System (MMIS) Care Management	\$33,801,823.65
4	Administration	Property Tax Management System	\$15,055,308.00
5	Transportation	Construction Management System Replacement	\$12,588,427.42
6	Liquor & Lottery	Point of Sale and Central Office	\$12,267,100.75
7	Other Executive Branch	Next Generation 911 System	\$11,245,305.35
8	Liquor & Lottery	Licensing & Enforcement System	\$11,109,064.00
9	Administration	Enterprise Electronic Procurement Solution	\$10,390,251.00
10	Human Services	Integrated Eligibility & Enrollment - Business Intelligence (BI)	\$9,774,862.95

# Annual Report Key

Below is the template used for the annual reports. Explanations for each field is provided in *green font*.

IT ACTIVITY ANNUAL SUMMARY REPORT					
Project	Name of the IT Activity				
Agency	Name of the Requesting Agency			Report Date	Date
Department	Name of the Requesting Department				
Project Start Date	Start Date	Project End Date	End Date	Solution Life Cycle (Years)	# Years the solution will be operating
Current Project Phase*	Exploring	Initiating	Planning	Executing	Closing
Project	Status		Update		
Scope	Current Health (Red, Yellow, Green)		Project status update as it relates to the project Scope		
Schedule	Current Health (Red, Yellow, Green)		Project status update as it relates to the project Schedule		
Budget	Current Health (Red, Yellow, Green)		Project status update as it relates to the project Budget		
Overall	Current Health (Red, Yellow, Green)		Project status update as it relates to the project overall		
<b>Scope Summary</b>					
Summary of the projects scope of work and objective					
<b>Schedule Summary</b>					
Summary of the project's timeline to be completed and operational					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
Total cost to implement the solution		Total State cost to implement the solution		State funding source for State implementation costs	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
Total cost to operate the solution through its life cycle		Total State cost to operate the solution through its life cycle		State funding source for State operating costs	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
Total cost for the IT Activity (Implementation + Operating)		Total State cost for the IT Activity (Implementation + Operating)		State funding source for Implementation & Operating	
<b>FY21 Legislative Funding Request Amount</b>				Amount to be requested for State funds in FY'21	



# Agency of Administration (AOA)

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Enterprise Electronic Procurement Solution				
<b>Agency</b>	Administration			<b>Report Date</b>	11/8/19
<b>Department</b>	Department of Buildings and General Services				
<b>Project Start Date</b>	7/4/2018	<b>Project End Date</b>	6/30/2021	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The scope of this project is green. There are currently no risks or issues associated with scope of this project.			
<b>Schedule</b>	On Track	The schedule for this project is currently green. There is no hard deadline to complete this project. The high-level implementation schedule was developed and is in the contract. A detailed schedule is being drafted by the Vendor and reviewed by the State.			
<b>Budget</b>	On Track	The budget has been baselined and the current status is green. Budget is tracked by the Project Manager and Finance analyst on a weekly basis and there are currently no variances in the budget.			
<b>Scope Summary</b>					
Implement a statewide e-procurement solution that will make all state procurement activities transparent, more efficient, easily auditable, and provide consistency throughout the State.					
<b>Schedule Summary</b>					
This project is estimated to be complete in May 2021. The contract was recently executed with the vendor and a baseline schedule is being developed with a May 2021 finish date. There are currently no threats identified that would impact the finish date.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$8,297,251.00		\$8,297,251.00		Capital Bill (31100), FMS Dev (21005), OPC appropriation (10000)	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$2,093,000.00		\$2,093,000.00		likely to be ISF 59300, final determination during FY22 budgeting	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$10,390,251.00		\$10,390,251.00		likely to be ISF 59300, final determination during FY22 budgeting	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$4,343,580.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	Capital Bill (31100), FMS Dev (21005)	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Capture, Scanning and Imaging				
<b>Agency</b>	Administration	<b>Report Date</b>		11/8/19	
<b>Department</b>	Department of Taxes				
<b>Project Start Date</b>	9/1/2017	<b>Project End Date</b>	9/30/2020	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	Manageable Risk	The scope of this project is yellow. Project work with the vendor was halted in February 2019 due to quality issues with the vendor product. As a result of the quality issues, the State has requested an amendment to the existing contract that will have more specific requirements for the vendor to meet. The status will remain yellow until all of those changes have been defined and the amendment is executed.			
<b>Schedule</b>	Manageable Risk	The schedule for this project is yellow. As part of the contract amendment, a new baseline schedule will be produced. Until an updated schedule is agreed upon between the vendor and the State, the status of this will remain yellow.			
<b>Budget</b>	Manageable Risk	The budget status is currently listed as yellow. However, there have been no suggestions or changes to the price of the project at this time, though the status will remain yellow until a contract amendment is signed.			
<b>Scope Summary</b>					
This project will replace Taxes Legacy Scanning, Imaging, Data Capture and Remittance Processing Solution (IFP) with Fairfax QuickModules software, coupled with IBML Scanners. The Solution shall process Vermont's several different taxes along with payments, filings and refunds and collections related to those taxes by scanner hardware and software at primary location and disaster recovery location.					
<b>Schedule Summary</b>					
The project was initially supposed to go live 10/2/2019. However, in February 2019 the State determined the quality of the deliverables were not meeting the State's expectation and the vendor work was put on hold. The Tax department has recently re-engaged the vendor and the two parties are working to re-negotiate the terms of the contract and a new schedule will be produced from the negotiations. The updated estimated completion date is 9/30/2020.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$1,505,915.00		\$1,505,915.00		Special Fund - 21909 Computer Modernization Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$701,193 (10 year maintenance/licensing costs)		\$701,193.00		General Fund - 10000	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$2,207,108.00		\$2,207,108.00		General Fund - 10000	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$0.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Property Tax Management System				
<b>Agency</b>	Administration	<b>Report Date</b>	11/8/19		
<b>Department</b>	Department of Taxes				
<b>Project Start Date</b>	8/16/2018	<b>Project End Date</b>	6/30/2021	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	<b>On Track</b>	The scope for this project is currently green. There are no known risks or issues with project scope.			
<b>Schedule</b>	<b>On Track</b>	The schedule status for this project is currently green. A detailed schedule will be developed once the project team has selected a vendor and an implementation schedule is created and baselined with the vendor and State team. As of currently, the team is hitting high-level target dates in line with completing the project in June 2021.			
<b>Budget</b>	<b>On Track</b>	The budget status is currently green. There is an approved estimated budget based on the IT ABC form that was approved. A baseline budget will be created and tracked against upon contract execution.			
<b>Scope Summary</b>					
The State is required to maintain a statewide education grand list for the purposes of education property taxation, with Grand List data from each municipality, on each parcel, in the state. This project is intended to upgrade or replace the existing outdated solution.					
<b>Schedule Summary</b>					
The Tax Department issued a RFP for this project on 2/6/2019. The estimated start date for the project on the RFP was 8/1/2019. The Tax Department is still evaluating proposals and has issued requests for Best and Final Offers to the vendors. The anticipated date of executing a contract is a few months behind it's original target date, but it is too early to determine whether this will impact the estimated finish date of 6/30/2021 as that will depend on the implementation schedule provided by the vendor upon contract execution.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$12,237,348.00		\$12,237,348.00		Special Fund - 21909 Computer Modernization Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$2,817,960.00		\$2,817,960.00		Special Fund - 21909 Computer Modernization Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$15,055,308.00		\$15,055,308.00		Special Fund - 21909 Computer Modernization Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$0.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	



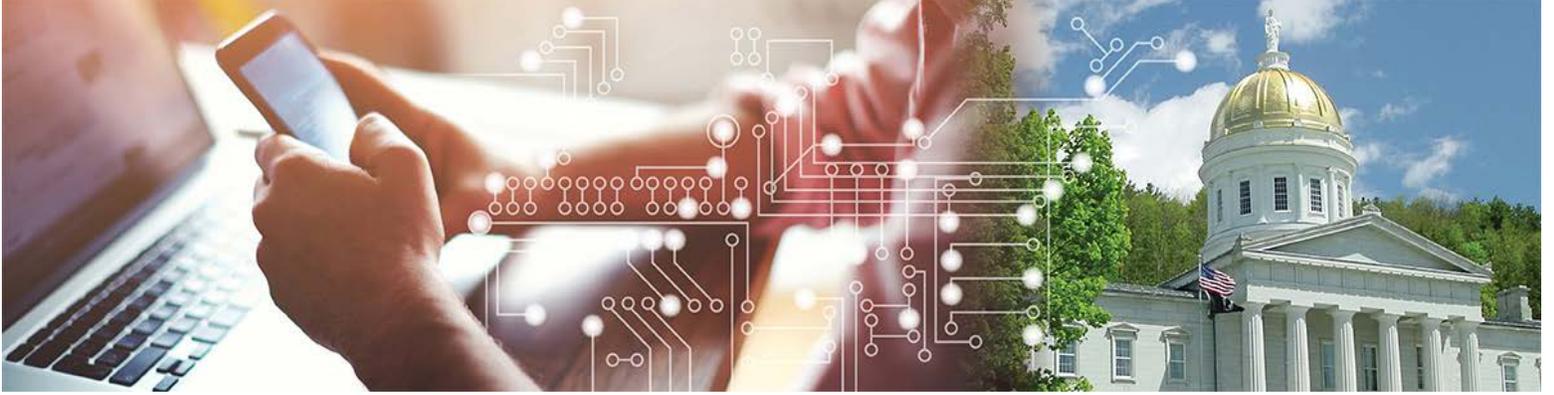
# Agency of Agriculture Food & Markets (AGR)

**\*No IT Activities over \$500,000 dollars to report this year**



# Agency of Digital Services (ADS)

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	IT Service Management-Asset Mngmt & Incident/Request/Change				
<b>Agency</b>	Digital Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Shared Services Division				
<b>Project Start Date</b>	3/30/2018	<b>Project End Date</b>	12/2/2019	<b>Solution Life Cycle (Years)</b>	3
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The scope of this project is green. There are currently no risks or issues associated with scope of this project.			
<b>Schedule</b>	Manageable Risk	The schedule status for this project is currently yellow. There are some resource constraints risks that are contributing to this. The system is scheduled to go live on 11/13/2019.			
<b>Budget</b>	On Track	The budget status is green. There are no issues with the budget.			
<b>Scope Summary</b>					
A system to help manage software, hardware, server, client, virtual, and cloud assets. GOAL: visibility to maximize the performance and value of hardware and software assets.					
<b>Schedule Summary</b>					
The project is scheduled to go-live on 11/13 and is currently on target to meet that implementation date.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$133,597.18		\$133,597.18		Special Fund - 58100 - Communications and Information Technology Internal Service Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$742,245.00		\$742,245.00		Special Fund - 58100 - Communications and Information Technology Internal Service Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$875,842.18		\$875,842.18		Special Fund - 58100 - Communications and Information Technology Internal Service Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$209,835.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	Special Fund - 58100 - Communications and Information Technology Internal Service Fund	



# Agency of Education (AOE)

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Child Nutrition Claims Reimbursement System				
<b>Agency</b>	Education	<b>Report Date</b>		11/8/19	
<b>Department</b>	Quality Assurance				
<b>Project Start Date</b>	8/1/2018	<b>Project End Date</b>	9/30/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The scope for the Child Nutrition project has been defined at a high level for the purpose of conducting an RFP process. Once a vendor and solution have been selected, further refinement of the scope will be made and the Project Charter will be updated accordingly. The scope status is green and considered on track currently.			
<b>Schedule</b>	Manageable Risks	Delays in completing the requirements documentation for the RFP used up any slack in the overall project schedule. These delays were a result of resource constraints due to staff turnover at both the AOE and ADS. The RFP is currently circulating for approval within ADS. The schedule will need to be updated upon selection of a vendor and solution at which time the risk to the schedule will be better understood. The schedule status is yellow based on manageable risks to the project.			
<b>Budget</b>	On Track	The Child Nutrition project is 100% funded by federal grant dollars. The budget for the project is approved. The cost status is green and considered on track currently.			
<b>Scope Summary</b>					
The Vermont Agency of Education is working on an RFP for the development, implementation, hosting and support of the Child Nutrition Program application and claims reimbursement system. The current SaaS solution is supported under a maintenance and support contract and has met it's original lifecycle term.					
<b>Schedule Summary</b>					
The current maintenance and support contract has been extended through September 30, 2020 allowing time for the Agency of Education to conduct an RFP process to determine if a new solution/vendor will offer more value to the State. The development of the RFP is behind schedule due to resource constraints hindering progress in gathering/validating business requirements. If the RFP results in a new solution implementation, the timeline may be at risk. If the RFP results in staying with the same vendor/solution then the timeline is still deemed as achievable. The Project Team will monitor these activities closely and adjust the risk register accordingly.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$226,468.00		\$0.00		N/A	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$751,250.00		\$0.00		N/A	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$977,718.00		\$0.00		N/A	
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Enterprise Data Environment (EDE)				
<b>Agency</b>	Education	<b>Report Date</b>		11/8/19	
<b>Department</b>	Agency of Education				
<b>Project Start Date</b>	12/1/2018	<b>Project End Date</b>	12/31/2021	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	Manageable Risks	The project scope of the EDE project is currently being defined as the project charter is being updated. Project Leads met with the PM to refine scope for this phase of EDE which includes migrating hosting for two systems from vendor environments to State hosted environments. The scope status is yellow based on manageable risks to the project.			
<b>Schedule</b>	Manageable Risks	The scope of the EDE effort includes hosting migration efforts for the State Longitudinal Data System (SLDS) and the State Report Card. Both hosting migration projects are on very tight schedules. SLDS hosting migration is behind on milestone dates. The State Report Card hosting was delayed due to connection issues and not having the servers set up, but is now on track for an 11/19 DNS change-over to State hosting. The schedule status is yellow based on manageable risks to the project.			
<b>Budget</b>	Manageable Risks	The original request for state funds and budget were approved in November 2018. Implementation costs are 100% federally funded. Operations costs will be 100% state funded. The IT Director is working with the PM to update the IT ABC form as costs have changed since the original approval. Once completed, the budget for the project will be re-baselined. The cost status is yellow based on manageable risks to the project.			
<b>Scope Summary</b>					
In the last five years, the AOE has undertaken major IT projects related to data collection and reporting, but currently lacks a centralized, scalable data environment from which to integrate, own, and maintain the various pieces of infrastructure currently under development through these various projects. This infrastructural deficit has made it challenging for AOE to perform required reporting work from standard sets of governed tables.					
<b>Schedule Summary</b>					
The current tasks for the Enterprise Data Environment project include training of AOE and ADS staff in DevOps and migrating hosting for two data systems. Both of the hosting migration projects are on very tight schedules and will need to be monitored closely. The SLDS hosting migration is on track. Sprint 2 was completed including migrating code from HMH to DevOps and restoring the instance of SQL 2012. The Snapshot hosting migration onsite schedule has been finalized. The data teams have been working on identifying the information needed to get their tasks into DevOps and get a baseline for what their team's DevOps training needs are.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$551,330.00		\$0.00		N/A	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$1,320,000.00		\$1,320,000.00		General	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$1,871,330.00		\$1,320,000.00		General	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$0.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Grants Management System Replacement (GMS)				
<b>Agency</b>	Education	<b>Report Date</b>	11/8/19		
<b>Department</b>	Agency of Education				
<b>Project Start Date</b>	1/27/2017	<b>Project End Date</b>	10/31/2019	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	Several small-med scope changes were managed with Change Requests, within budget and did not require a contract amendment. The AOE GMS Project Team and/or their Leadership have pre-approved the final milestone deliverable listed in our GMS Contract for Phase I and II Grant Monitoring Collections. These are the last two implementation milestone deliverables, and the Directors and/or their Leads have given the green light to move all Phase I & II Monitoring Collections into Production. Remaining scope of the project is to work with the AOE Business to embrace the ongoing maintenance and operations of the system to sustain the continued improvement and growth of the system (i.e. add more grants). The scope status is green and considered on track currently.			
<b>Schedule</b>	On Track	The AOE GMS Project Team and/or their Leadership have pre-approved the final milestone deliverable listed in our GMS Contract for Phase I and II Grant Monitoring Collections. These are the last two implementation milestone deliverables, and the Directors and/or their Leads have given the green light to move all Phase I & II Monitoring Collections into Production. The Project Team will focus on a punch list of remaining scope items. The schedule status is green and on track for a 12/31/19 completion.			
<b>Budget</b>	On Track	The original request for funds and budget were approved on 1/27/17. Implementation costs are 40% state funded. Operations costs are 25% state funded. Several small-med scope changes were managed with Change Requests, within budget and did not require a contract amendment. The cost status is green and considered on track currently.			
<b>Scope Summary</b>					
The Agency of Education (AOE) has used the Grantium G3 Grants Management System (GMS) since September 2008. With the system becoming more problematic for AOE and the contract ending in December 2019, the AOE went out to bid to replace the GMS. After completing an Independent Review, AOE contracted with MTW Solutions in October 2017. The new GMS was scheduled to be implemented by the end of FY18, however it is taking longer than originally planned. The scope includes the top 14 grant applications managed by AOE and other services such as approval workflows, award notifications, reimbursement processing, monitoring collections, data warehouse reporting, an interface with the State's VISION system, and related training for AOE and field offices					
<b>Schedule Summary</b>					
The current schedule indicates a completion date of 12/31/19 and is on track. Forward progress continues, although it is slower with implementation than the next FY Grant work required. Monitoring Collections (final phase of Implementation) is getting more traction now as work is being done in parallel with priority M&O.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$1,156,893.98	\$970,101.20		General Fund (10000) Speical Fund (21764)		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$1,444,448.54	\$518,629.03		General Fund (10000) Special Fund (21764) Special Fund (21370)		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$2,601,342.52	\$1,488,730.23		General Fund (10000) Special Fund (21764) Special Fund (21370)		
<b>FY21 Legislative Funding Request Amount</b>	<b>\$21,500.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	General Fund (10000) Special Fund (21370)		

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Shared School District Data Management System (SSDDMS)				
<b>Agency</b>	Education	<b>Report Date</b>		11/8/19	
<b>Department</b>	Agency of Education				
<b>Project Start Date</b>	8/30/2017	<b>Project End Date</b>	12/31/2022	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	Receiving Help	There are approximately 80 product enhancements requested that are being further evaluated and prioritized. System functionality is less than optimal without many of them. Developing and installing some or all of these will impact the current scope and budget. The scope status is red and requires leadership intervention related to prioritization of the enhancements for implementation.			
<b>Schedule</b>	Receiving Help	Supervisory Unions/School Districts (SUs/SDs) in early Rounds were unable to keep up in a self-managed training approach, and while adjustments were being made the major disruption came in Feb as Act 46 mergers impacted the Team's ability to know which SUs/SDs databases to buildout (structure on current or future state of districts), where most mergers were either not yet passed, in litigation, or first had to be approved by incoming School Boards. Analysis of options identified costly rework if the Team made the wrong choice and eventually resulted in most of Round 4 SUs/SDs deferring their schedule to a later time. Feedback from surveys requested more Training and Support but until the Team could develop a planned approach and amend the current contract, the Team requested Leadership intervention to assist in these areas until they were able to execute the corrective action needed. While this is being managed now, AOE still requires Leadership intervention to obtain additional AOE Resources to complete the implementation and sustain operational interactions guidance with SUs/SDs. Currently the AOE is contracting staff augmentation, but that ends in 2020. The schedule status is red due to the ongoing need for Leadership Intervention.			
<b>Budget</b>	Manageable Risks	The initial issue was the need for more training and support funds. What remains now that those additional funds were received, is the need for potentially more to accommodate all required development. The contract has \$200K in reserves for Change Requests (i.e. development). the Project Team, Vendor and Governance Group are working to estimate potential costs for next 2-5 years. The cost status is yellow based on manageable risks to the project.			
<b>Scope Summary</b>					
The SSDDMS is a shared financial and human resources data management system for Vermont Supervisory Unions and Supervisory Districts (SUs/SDs). SSDDMS also enables the SUs/SDs implementation of the mandated Uniform Chart of Accounts (UCOA). The platform supports continued UCOA compliance through a centrally managed chart of accounts configuration, while allowing opportunity for local flexibility and granularity. The system will also include a central database to aggregate data for more efficient AOE reporting to the state.					
<b>Schedule Summary</b>					
Supervisory Unions/School Districts (SUs/SDs) in early Rounds of implementation were unable to keep up in a self-managed training approach, and while adjustments were being made a major disruption came in Feb as Act 46 mergers impacted the Team's ability to know which SUs/SDs databases to buildout (structure on current or future state of districts), where most mergers were either not yet passed, in litigation, or first had to be approved by incoming School Boards. Analysis of options identified costly rework if the Team made the wrong choice and eventually resulted in most of the Round 4 SUs/SDs deferring their schedule to a later time. Feedback from surveys collected from the SUs/SDs requested more Training and Support but until the Team could develop a planned approach and amend the current contract, the Team requested Leadership intervention to assist in these areas until they were able to execute the corrective action needed. While this is being managed now, the Agency of Education (AOE) still requires Leadership intervention to obtain additional AOE Resources to complete the implementation and sustain operational interaction guidance with SUs/SDs. Currently the AOE is contracting staff augmentation, but that ends in 2020.					

<b>Budget Summary</b>			
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>	<b>State Fund Type</b>	
\$4,432,499.00	\$4,432,499.00	Education Financial Systems fund (21244) State Medicaid (21764) General Fund	
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>	<b>State Fund Type</b>	
\$4,334,487.00	\$4,334,487.00	Education Financial Systems Fund (21244) Education Fund (20205) State Medicaid (21764)	
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>	<b>State Fund Type</b>	
\$8,766,986.00	\$8,766,986.00	Education Financial Systems Fund (21244) Education Fund (20205) State Medicaid (21764)	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$559,493.93</b>	<b>FY21 Legislative Funding Request Fund Type</b>	Education Fund (20205)

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	State Longitudinal Data System Project (VADR)				
<b>Agency</b>	Education	<b>Report Date</b>		11/8/19	
<b>Department</b>	Agency of Education				
<b>Project Start Date</b>	6/4/2018	<b>Project End Date</b>	10/31/2019	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is complete, and the project closed effective 10/31/19. Some scope was undelivered and will be needed as part of operations.			
<b>Schedule</b>	Manageable Risks	The Schedule for the SLDS project is complete, the project closed effective 10/31/19.			
<b>Budget</b>	Manageable Risks	The Cost status for the project closed with manageable risks. Some scope was undelivered and will be needed as part of operations. A contract amendment with the original vendor is underway which if executed will provide 6 months of support and maintenance for the SLDS. The State is working to procure a support and maintenance agreement with another vendor, the costs for this contract are unknown at this time.			
<b>Scope Summary</b>					
The SLDS is needed to facilitate the collection of data in order to satisfy federal and state data reporting requirements as well as to provide education service providers the ability to track student progress over time, evaluate teacher performance, evaluate program effectiveness, and to generally use data to improve the education the state is providing each learner.					
<b>Schedule Summary</b>					
The overall project schedule has been delayed significantly over the lifetime of the project. The initial target completion date was 2016. The solution provider, HMH decided in 2016 to stop supporting the SLDS product forcing the AOE team to re-evaluate how the product would be supported for the long-term and whether to move forward with the implementation. The AOE decided to move forward with completing the SLDS. From 2017 to present the team has been challenged by changes in leadership as well as resource constraints limiting its ability to complete tasks on time. The project timeline was evaluated and a new target end date of September 2019 was baselined.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$4,405,242.00		\$0.00		N/A	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$542,018.00		\$542,018.00		General	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$4,947,260.00		\$542,018.00		General	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$700,000.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	Education Fund	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	State Report Card				
<b>Agency</b>	Education	<b>Report Date</b>		11/8/19	
<b>Department</b>	Education				
<b>Project Start Date</b>	7/4/2018	<b>Project End Date</b>	12/31/2019	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	Receiving Help	The scope status is red as it requires leadership intervention. Additional scope requested by the Data Director was recently approved by the AOE Secretary. There remains negotiation to take place due to the fact that AOE has already paid for scope that was removed. AOE will be making decisions on potential scope cuts that will need to be documented in an amendment to the Every Student Succeeds Act (ESSA) State Plan.			
<b>Schedule</b>	Receiving Help	The schedule status is red as it requires leadership intervention. Leadership intervention has been requested to get Burlington school district's DC04 data submitted or to come up with a plan to process DC04 without Burlington's data. Lack of DC04 finalization has already caused the extension of the Release 3 date and continues to pose risk to the project schedule. In addition, the Data team has lost a key data steward which has led the data division director to request the Release 3 implementation date be pushed to June 2020. A decision on this remains to be made. The project team is currently in negotiations with the vendor on extending the project schedule.			
<b>Budget</b>	Receiving Help	The cost status of the project is red as it requires leadership intervention. Negotiations need to take place between AOE and the vendor on some scope additions, particularly in light of the recent discovery that AOE paid for all development work in advance and the team has since cut original indicator scope by nearly 1/5.			
<b>Scope Summary</b>					
The scope of this project is to design and implement the State Report Card dashboard that summarizes and publishes annual education accountability information for the general public and key stakeholders and that will meet AOE's Every Student Succeeds Act (ESSA) requirements. The plan is to implement business intelligence and analytics along with data visualization for reporting to the public. This project is separate and distinct from the Statewide Longitudinal Data Systems (SLDS) project in that the Report Card will use data collected by the SLDS - in conjunction with data from other sources external from the SLDS - in its reporting function. The Report Card has no direct reporting role. Once implemented, AOE will provide the necessary configuration, maintenance and operations					
<b>Schedule Summary</b>					
The project schedule has been extended with a new target completion date planned for the February/March 2020 timeframe. This change was made to allow the school districts more time to submit their indicator data to the State. This extension has also allowed the AOE team to re-evaluate and look at ways to decrease the scope of the data requested in order to meet the requirements of the Every Student Succeeds Act.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$1,056,589.63		\$84,527.17		State General Fund, CCSO, SLDS, SARA	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$314,088.00		\$119,353.44		State General Fund, CCSO, SLDS, SARA	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$1,370,677.63		\$203,880.61		State General Fund, CCSO, SLDS, SARA	

<b>FY21 Legislative Funding Request Amount</b>	<b>\$90,000.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	SARA
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# Agency of Human Services (AHS)

<b>IT ACTIVITY ANNUAL SUMMARY REPORT</b>					
<b>Project</b>	<b>Business Intelligence (BI)</b>				
<b>Project Start Date</b>	<b>02/01/2018</b>	<b>Project End Date</b>	<b>02/29/2020</b>	<b>Solution Life Cycle (Years)</b>	<b>10</b>
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Scope Status</b>	<b>Receiving Help</b>	Following the week ending 10/18 contingency deployment decision scope definition work continues			
<b>Schedule Status</b>	<b>Receiving Help</b>	Following the week ending 10/18 contingency deployment decision schedule development is underway			
<b>Budget Status</b>	<b>Receiving Help</b>	A revised project budget is needed following scope definition and schedule development			
<b>Scope Summary</b>					
BI is the data reporting and analytics project that allows the State to transition from the expensive, standalone Oracle data warehouse leveraged by Vermont Health Connect, to a SQL data warehouse solution already owned and maintained by the Agency of Digital Services. This reporting component is crucial for functions such as the renewing of Vermonters' health coverage, sending of notices, production of required 1095 tax forms and sending required enrollment reports to CMS. The new warehouse was scheduled to go live in July 2019 but persistent state network connectivity issues, and challenges in building the warehouse itself, have triggered contingency planning for maintenance and operations of the existing data warehouse through the 2019 open enrollment period for health care and to contract out for 1095/CMS enrollment reporting. The new target date for delivery is February 2020.					
<b>Schedule Summary</b>					
State is continuing to make progress on data warehouse build. Initial contingency triggered in September 2019 and project delivery pushed out to February 2020. Discussions are ongoing about whether meeting February timeline is feasible to satisfy forward looking project dependencies.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
<b>\$3,093,262.95</b>	<b>\$436,695.36</b>		Capital Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
<b>\$6,681,600.00</b>	<b>\$1,970,003.46</b>		General Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
<b>\$9,774,862.95</b>	<b>\$2,406,698.82</b>		Capital Funds/General Funds		
<b>Total IT Activity Spend (as of 07/01/2019)</b>			<b>\$402,870.22</b>		

**IT ACTIVITY ANNUAL SUMMARY REPORT**

<b>Project</b>	Enterprise Content Management Migration (ECMM)				
<b>Project Start Date</b>	05/01/2018	<b>Project End Date</b>	12/31/2019	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Scope Status</b>	On Track	On 11/8 the IE&E leadership team determined the ECMM project scope includes encryption, 1 piece of the broader Minimum Acceptable Risk Standards for Exchanges (MARS-E) compliance work			
<b>Schedule Status</b>	On Track	The project schedule was developed and confirmed per scope confirmation			
<b>Budget Status</b>	On Track	Current project budget remains on track			

**Scope Summary**

The ECMM project is consolidating the scanning, indexing, and viewing of Vermonters’ documents into one system that is already owned and maintained by the Agency of Digital Services (ADS). This will produce a more efficient workflow for staff and reduce the operating costs associated with Vermont Health Connect.

**Schedule Summary**

The State received approval to launch from the CMS security team in August 2019 and officially went live on September 13th, having resolved the network connectivity issues that were affecting software performance. The newly identified PM has kicked off project close-out activities, with the goal of closing the project by December 31<sup>st</sup>, 2019.

**Budget Summary**

<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>	<b>State Fund Type</b>
\$1,924,589.45	\$ 260,471.92	Capital Fund
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>	<b>State Fund Type</b>
\$1,000,000.00	\$281,648.72	General Fund
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>	<b>State Fund Type</b>
\$2,924,589.45	\$542,120.64	Capital Fund/General Fund
<b>Total IT Activity Spend (as of 07/01/2019)</b>		<b>\$828,123.93</b>

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Premium Processing (PremP)				
<b>Project Start Date</b>	04/01/2019	<b>Project End Date</b>	11/30/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Scope Status</b>	On Track	The scope of this project is currently on track.			
<b>Schedule Status</b>	Manageable Risks	Project team is partnering with Idea Crew and key ADS leaders to finalize technical design solution			
<b>Budget Status</b>	Manageable Risks	Experiencing greater than 10% increase in project costs driven by staff, professional services and new solution costs			
<b>Scope Summary</b>					
The goal of the Premium Processing project is to streamline the financial transactions and processes associated with the administration of health coverage programs as a part of the overall IE&E roadmap. Phase 1 will transition responsibility for Qualified Health Plan premium processing to insurance carriers for coverage starting 1/1/2021. This will allow the State to implement the manual processes and technology to accurately notice and terminate Medicaid enrollees for nonpayment of premium. The State has selected a vendor and they began their work on-site with State teams during the week of October 14 <sup>th</sup> , 2019.					
<b>Schedule Summary</b>					
As of the week ending October 18, 2019, the Premium Processing has selected a vendor and have begun their work on-site. Integration platform discussions ensued delaying the determination of the overall technical solution design original planned for 9/30/19. The project team continues to partner with their vendor and key ADS resources to resolve. The team reports project close-out is still on track for 11/30/20.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$4,335,264.93	\$616,908.20		Capital Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$3,370,400.00	\$949,268.83		General Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$7,705,664.93	\$1,562,619.53		Capital Fund/General Fund		
<b>Total IT Activity Spend (as of 07/01/2019)</b>			<b>\$0.00</b>		

**IT ACTIVITY ANNUAL SUMMARY REPORT**

<b>Project</b>	<b>Customer Portal Phase 1 (CPPH1) – Document Uploader</b>				
<b>Project Start Date</b>	<b>04/16/2018</b>	<b>Project End Date</b>	<b>11/15/2019</b>	<b>Solution Life Cycle (Years)</b>	<b>5</b>
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Scope Status</b>	<b>Manageable Risks</b>	Due to OnBase performance issues and related delays, the team is not able to deploy, test, and launch the Uploader product to all intended businesses. Work that cannot be completed during this project will need to be transitioned to Customer Portal Phase 2 – Online Application (CPPH2) The work to be transitioned is currently being determined as the project comes to a close and the final schedule is determined (see notes on Schedule).			
<b>Schedule Status</b>	<b>Manageable Risks</b>	The schedule was recently extended to 11/15/19 to allow for closeout activities to take place beyond the timeline needed for project work, however, this new timeline is being re-evaluated as new information is understood around the remaining work toward the final deliverables. A decision is anticipated within the next several business days and will be followed by a request to the Steering Committee on 11/13/19.			
<b>Budget Status</b>	<b>On Track</b>	If the schedule is extended, the budget will change, however, it is anticipated to be contained within the previously anticipated amounts and the vendor contract will not be impacted.			

**Scope Summary**

The Document Uploader is the first phase of the new Customer Portal project that will allow Vermonters to use mobile devices to submit verification documentation. It will also increase efficiency for staff as features are added, including the ability to scan documents directly into the Enterprise Content Management system and to automatically index that document to a specific case. This project is now in a phased rollout. Green Mountain Care was completed in September 2019. The remaining Long-Term Care (LTC) and district offices are expected to be completed mid-November 2019. The solution will be fully implemented for Vermont Health Connect customer in January 2020 after the close of open enrollment.

**Schedule Summary**

5 outstanding Customer Portal Phase 1 (CPPH1) – Document Uploader scope items will be transitioned to Online Application (CPPH2) to minimize the cost of extending out the current project costs: 1) Long-Term Care (LTC) Workflow items that are not yet deployed and associated testing efforts; 2) Vermont Health Connect (VHC) defects found from User Acceptance Test (UAT)/User Verification Test (UVT); and 3) Remaining reports needed from OnBase; 4) Consumer authentication Minimum Viable Product (MVP) and 5) Remote Identity Proofing (RIDP) bridge activities. Project close-out activities will commence the first two weeks of November 2019 pending Steering Committee decision.

**Budget Summary**

<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>	<b>State Fund Type</b>
<b>\$2,631,970.41</b>	<b>\$533,666.44</b>	Capital Fund
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>	<b>State Fund Type</b>
<b>\$800,000.00</b>	<b>\$225,318.97</b>	Choose an item.
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>	<b>State Fund Type</b>
<b>\$3,431,970.41</b>	<b>\$758,985.41</b>	Capital Fund/General Fund
<b>Total IT Activity Spend (as of 07/01/2019)</b>		<b>\$830,479.50</b>

**IT ACTIVITY ANNUAL SUMMARY REPORT**

<b>Project</b>	<b>Customer Portal Phase 2 (CPPH2) – Single Streamlined Online Application</b>				
<b>Project Start Date</b>	<b>01/01/2019</b>	<b>Project End Date</b>	<b>12/31/2020</b>	<b>Solution Life Cycle (Years)</b>	<b>5</b>
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Scope Status</b>	<b>Manageable Risks</b>	5 outstanding Customer Portal Phase 1 (CPPH1) - Document Uploader scope items will be transitioned to Customer Portal Phase 2 (CPPH2) – Single Streamlined Online Application to minimize the cost of extending out the current project costs: 1) LTC Workflow items that are not yet deployed and associated testing efforts; 2) Vermont Health Connect (VHC) defects found from User Acceptance Test (UAT)/User Verification Test (UVT); and 3) Remaining reports needed from OnBase; 4) Consumer authentication Minimum Viable Product (MVP) and 5) Remote Identity Proofing (RIDP) bridge activities			
<b>Schedule Status</b>	<b>Manageable Risks</b>	A delay beyond April 2020 in readying OFE will present an issue for Customer Portal Phase 2 (CPPH2) – Single Streamlined Online Application’s schedule. Document Uploader scope transition planning is underway and will inform potential scope, schedule and/or budget implications.			
<b>Budget Status</b>	<b>Manageable Risks</b>	Project cost projections will be revisited following refinement of the project scope. It is unknown whether costs need to be increased due to the lack of resources for OnBase.			

**Scope Summary**

The Online Application project is phase 2 of the IE&E Customer Portal initiative which will allow Vermonters to sign onto a single portal to apply for health coverage and financial benefits programs. The goal is to launch the online application for health coverage programs in June of 2020 and for economic services programs in October of 2020. The State has selected a vendor and they began their work on-site with state teams during the week of October 14<sup>th</sup>

**Schedule Summary**

As of the week ending October 18th, the Customer Portal Phase 2 (CPPH2) – Single Streamlined Online Application project has selected NAVA as the vendor and have begun their work on-site. Scope transition planning is underway with key Customer Portal Phase 1 (CPPH1) – Document Uploader team members. The team reports project close-out is still on track for 12/31/20.

**Budget Summary**

<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>	<b>State Fund Type</b>
<b>\$4,613,199.39</b>	<b>\$656,462.84</b>	Capital Fund
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>	<b>State Fund Type</b>
<b>\$1,075,200.00</b>	<b>\$302,828.70</b>	General Fund
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>	<b>State Fund Type</b>
<b>\$5,688,399.39</b>	<b>\$955,734.04</b>	Capital Fund/General Fund
<b>Total IT Activity Spend (as of 07/01/2019)</b>		<b>\$514.88</b>

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Case Management System (VRCMS)				
<b>Agency</b>	Human Services	<b>Report Date</b>	11/8/19		
<b>Department</b>	Department for Disabilities Aging and Independent Living- Division for Vocational Rehab/Division for the Blind and Visually Impaired				
<b>Project Start Date</b>	3/17/2016	<b>Project End Date</b>	12/13/2019	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is on track to deliver expected scope			
<b>Schedule</b>	On Track	There was a recent extension agreed to that accommodates some delays to the completion of testing in production due to firewall constraints. The project is on track to meet the agreed to schedule with closeout in December, 2019.			
<b>Budget</b>	On Track	The project is adequately funded and will be within current spend estimates.			
<b>Scope Summary</b>					
Full implementation of a modern platform web-based COTS VR Case Management System that will replace the existing Data Management and Reporting Systems used by Vocational Rehabilitation Division and the Division for the Blind and Visually Impaired to meet both state and federal RSA reporting requirements and case management needs. This system will interconnect with other State of Vermont systems (e.g. VISION).					
<b>Schedule Summary</b>					
Using proper change management practices, the project schedule was lengthened, completion is now estimated by December 13th, 2019. This was done to accommodate interface changes needed so the exchange of data with the State's accounting system (VISION). The changes resulted from the VISION accounting system being upgraded in the middle of this project. The schedule has been well managed and met agreed to milestones.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$6,190,370.00	\$632,399.00		General Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$3,104,593.00	\$0.00		N/A		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$9,294,963.00	\$632,399.00		N/A		
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Substance Use Disorder (SUD) Centralized Intake System (CIS)				
<b>Agency</b>	Human Services	<b>Report Date</b>	11/8/19		
<b>Department</b>	Vermont Department of Health- Alcohol and Drug Abuse Programs Division				
<b>Project Start Date</b>	1/5/2018	<b>Project End Date</b>	4/30/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	Manageable Risk	The project is on track to deliver expected scope but has a manageable risk regarding how after hours calls are addressed. The remediation to this matter will require a change request			
<b>Schedule</b>	Manageable Risk	We have seen several delays in the vendor's expected schedule. The delays are manageable and within overall tolerance thresholds.			
<b>Budget</b>	On Track	The project is forecast to come in under budget due to savings realized through utilizing a state PM instead of a contractor. Overall the project burn rate is slower than estimated which causes a minor risk that the funds won't be encumbered by the grant deadline of April, 2020.			
<b>Scope Summary</b>					
The Implementation of a Substance Use Disorder (SUD) Treatment Centralized Intake System (CIS) Resource Center (CIRC) encompassing a Call Center, Self-administered Provider Portals, Web-based Appointment Board, Waitlist Management, Public-facing Website, Marketing Services, Professional and Technical Services, Monitoring, and Data Reporting.					
<b>Schedule Summary</b>					
The schedule has slipped due to issues with the marketing plan from the vendor. The overall project schedule has been updated once and remains a cause for some concern.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$751,768.00	\$0.00		N/A		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$2,028,000.00	\$0.00		N/A		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$2,779,768.00	\$0.00		N/A		
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Cloud-based Wi-Fi Data Loggers				
<b>Agency</b>	Human Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Vermont Department of Health				
<b>Project Start Date</b>	7/4/2018	<b>Project End Date</b>	10/9/2019	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project delivered expected scope.			
<b>Schedule</b>	On Track	The Project is complete and did so ahead of schedule.			
<b>Budget</b>	On Track	The project completed on budget.			
<b>Scope Summary</b>					
Installation of wireless devices at medical provider locations in Vermont to monitor temperature of stored immunizations and provide an alert if the temperature deviations are detected to avoid spoilage of critical and costly immunizations.					
<b>Schedule Summary</b>					
The project completed ahead of original estimates. A 12 month phase in of devices was anticipated and the phase in was successfully completed in 8 months					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$256,031.00		\$128,015.50		Special Fund 21829 - 3rd Party Reimbursement	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$355,500.00		\$177,750.00		Special Fund 21829 - 3rd Party Reimbursement	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$611,531.00		\$305,765.50		Special Fund 21829 - 3rd Party Reimbursement	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$35,550.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	Special Fund 21829 - 3rd Party Reimbursement	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Health Surveillance Data Publisher				
<b>Agency</b>	Human Services	<b>Report Date</b>	11/8/19		
<b>Department</b>	Alcohol and Drug Abuse Programs Division				
<b>Project Start Date</b>	4/3/2019	<b>Project End Date</b>	7/28/2022	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is the process of finalizing the Project Charter document which will formally define the agreed to scope. Ensuring the project is properly aligned with complimentary but separate projects regarding public health informatics and how the data will gathered, analyzed and published is the team's current focus.			
<b>Schedule</b>	On Track	The project is the process of finalizing the Project Charter document which will formally define the schedule. Currently the project is on track regarding the grant milestones.			
<b>Budget</b>	On Track	The project is adequately funded and the budget will be baselined as part of the Project Charter approval by leadership.			
<b>Scope Summary</b>					
The intent of the project is to display, in a public facing manner, multiple data sets focused on opioid and other misused substances for a variety of stakeholders. The data is to be displayed such that users can manipulate the data in a way that supports understanding. This work will include the identification of regular data contributors, and the creation of business processes and rules that support data collection, cleaning and publishing. This work will also include the discovery, procurement, design/customization, implementation and testing of a Health Surveillance Data Publishing (HSDP) platform.					
<b>Schedule Summary</b>					
The project is in the Initiation phase meaning that the Project Charter, which formalizes the scope, is currently being drafted and submitted for approval to leadership. The Project Charter is largely complete, the details of who will be responsible for what operational responsibilities is what the team is currently working on.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$851,163.00		\$0.00		N/A	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$452,600.00		\$0.00		N/A	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$1,303,763.00		\$0.00		N/A	
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Starlims Customer Portal				
<b>Agency</b>	Human Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Vermont Department of Health				
<b>Project Start Date</b>	1/1/2019	<b>Project End Date</b>	6/30/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is on track to deliver expected scope which now includes the implementation of the portal functionality and the onboarding of three partners to use it.			
<b>Schedule</b>	On Track	The project is on schedule to meet the approved updated timeline			
<b>Budget</b>	On Track	The project is adequately funded and will be within current spend estimates.			
<b>Scope Summary</b>					
<p>The Public Health Lab risks a continued loss of business and revenue due to an inability to electronically receive requests and report results. For example, the public health laboratory partners with Spectrum, a youth and family services organization, to provide urine drug screen testing to it's clients. In 2014, the Vermont Public Health Laboratory received 2,242 samples from Spectrum. By 2017, this number dropped to 141 samples or a 95% decline in sample volume. There are a variety of reasons for this decline, but the ability for partners and the public to easily order tests and receive results on-line is a major contributor.</p>					
<b>Schedule Summary</b>					
<p>The project in on schedule meaning that the Initial go live of the portal and the onboarding of the first partner (Spectrum) will occur in November. A change request has been approved to make configuration updates to the tool to allow two additional partners (DCF and DMV) to be onboarded in June of 2020.</p>					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$238,554.00		\$25,848.00		\$20,954 - General Fund 10000 \$4,894 - Special Fund 21460 - Lab Fees	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$327,485.00		\$181,274.00		\$146,951 - General Fund 10000 \$34,323 - Special Fund 21460 - Lab Fees	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$566,039.00		\$207,122.00		\$146,951 - General Fund 10000 \$34,323 - Special Fund 21460 - Lab Fees	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$44,041.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	\$35,702 - General Fund 10000 \$8,339 - Special Fund 21460 - Lab Fees	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Starlims Lab Info System				
<b>Agency</b>	Human Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Vermont Department of Health				
<b>Project Start Date</b>	4/1/2017	<b>Project End Date</b>	9/30/2020	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	All scope for this project phase has been identified and is subject to change control			
<b>Schedule</b>	On Track	Project is expected to be delivered ahead of the original September, 2020 completion date.			
<b>Budget</b>	On Track	The project is on track to complete on budget			
<b>Scope Summary</b>					
<p>The primary goal of the STARLIMS Implementation Project is to implement an integrated, comprehensive, and adaptable laboratory information management system that allows the Public Health Laboratory to provide high quality, customer-oriented services in an operationally efficient and regulatory compliant manner. The first phase of the project was to accomplish an upgrade of the system to remain compliant, that phase completed successfully in 2018. The second phase was to build test and deploy to production a series of assays (laboratory tests), that phase of the project is currently underway.</p>					
<b>Schedule Summary</b>					
<p>The project is on track and estimated to deliver the 70 assays ahead of schedule by March, 2020. However, the schedule is currently at risk due to the complexity of some of the recent assays and competing priorities for project resources. These risks to the project are being managed and tracked accordingly.</p>					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$3,900,036.00		\$1,153,881.00		\$935,402 - General Fund 10000 \$218,479 - Special Fund 21460 - Lab Fees	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$1,560,884.00		\$734,698.00		\$595,588 - General Fund 10000 \$139,110 - Special Fund 21460 - Lab Fees	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$5,460,920.00		\$1,888,579.00		\$595,588 - General Fund 10000 \$139,110 - Special Fund 21460 - Lab Fees	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$83,862.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	\$67,983 - General Fund 10000 \$15,879 - Special Fund 21460 - Lab Fees	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Health Information Exchange (HIE) - Electronic Health Records Incentive Program (EHRIP)				
<b>Agency</b>	Human Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	1/1/2019	<b>Project End Date</b>	12/31/2020	<b>Solution Life Cycle (Years)</b>	4
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is on track to deliver against its scope			
<b>Schedule</b>	On Track	The project is on track to complete on schedule			
<b>Budget</b>	On Track	The project is on track to complete on budget			
<b>Scope Summary</b>					
The Electronic Health Record Incentive Payment program was established by the 2009 Health Information Technology for Economic and Clinical Health (HITECH) Act of the American Recovery & Reinvestment Act (ARRA). The program is designed to support providers during the period of health information technology transition. This Act includes the requirement that States develop financial oversight and monitoring of expenditures for the Medicaid EHRIP. The EHR Incentive Program was re-branded in 2018 to the Promoting Interoperability Program (PIP) to reflect a new phase of EHR measurement focused on interoperability and improving provider and patient access to health information.					
<b>Schedule Summary</b>					
The project is in the Execution phase, and is on track.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$3,873,628.00	\$387,362.80		General Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$0.00	\$0.00		N/A		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$3,873,628.00	\$387,362.80		N/A		
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Health Information Exchange (HIE) VHIE				
<b>Agency</b>	Human Services	<b>Report Date</b>	11/8/19		
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	1/1/2018	<b>Project End Date</b>	12/31/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is on track to deliver against its scope			
<b>Schedule</b>	Manageable Risks	The project is on schedule, however there are manageable risks to the schedule regarding the VITL security deliverables due to the fact that only one ADS resource is assigned to HIE Team. There is also risk regarding data quality in the Connectivity Deliverables provided by the vendor.			
<b>Budget</b>	On Track	The project is on track to complete on budget			
<b>Scope Summary</b>					
<p>The project manages creation and maintenance of interfaces that connect electronic health records and other health management systems to the VHIE for the purpose of exchanging health care data. Also it oversees VITL activities to provide Meaningful Use and security risk assessment consulting services for HCOs, and the maintenance, support and enhancement of the Vermont Clinical Registry (VCR), operated by the Blueprint for Health Program (Blueprint).</p>					
<b>Schedule Summary</b>					
The project is in the Execution phase, and is on track.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$37,994,973.67	\$7,304,292.55		HIT Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$12,072,774.00	\$9,006,771.78		HIT Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$50,067,747.67	\$16,311,064.13		HIT Fund		
<b>FY21 Legislative Funding Request Amount</b>	<b>-\$2,717,926.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	HIT Fund	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Medicaid Management Information System (MMIS) Care Management				
<b>Agency</b>	Human Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	1/1/2017	<b>Project End Date</b>	11/30/2019	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project team received the formal letter from the Centers for Medicare & Medicaid Services (CMS) notifying us that the Care Management system is officially Certified. CMS approved the request for enhanced Maintenance & Operations (M&O) funding (75% federal/25%state) back to 1/1/17. Vermont is the first state in the country to achieve Certification of this particular MMIS module.			
<b>Schedule</b>	On Track	The project remains on track and is officially in the Closeout phase.			
<b>Budget</b>	On Track	The project is tracking close to the projections at this time.			
<b>Scope Summary</b>					
Implement a Care Management Solution for VCCI to support individual and population based approaches to health management. VCCI evaluates the Vermont Medicaid population and focuses on the top 5% utilizers of the healthcare system, accounting for 39% of healthcare costs.					
<b>Schedule Summary</b>					
The project is in the Closing phase and is on track to be officially closed by the end of November 2019.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$20,164,102.99	\$2,016,410.30		General Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$13,637,720.66	\$3,409,430.17		General Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$33,801,823.65	\$5,425,840.46		General Fund		
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Medicaid Management Information System (MMIS) Case Tracking (MEQC)				
<b>Agency</b>	Human Services	<b>Report Date</b>	11/8/19		
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	6/3/2019	<b>Project End Date</b>	1/1/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The official project kickoff meeting was held on 10/24/2019. The statement of work request for proposal contract was also executed on the same day. A short working session was held with the project team to discuss next steps, high level schedule, and action items.			
<b>Schedule</b>	On Track	The project is on track to meet the required go-live date. The detailed project schedule will be developed over the next several weeks.			
<b>Budget</b>	On Track	The project is funded appropriately and there are no risks of cost overruns at this time.			
<b>Scope Summary</b>					
The PI-QC audit process is a manual, time-consuming process that is prone to data entry errors and results in individual documents with PII data stored in an individual file and prohibits reporting and research on audited data. Audit reviews and approvals are manual with no means to check the workload of individuals or the team. Another concern of the PI-QC group is the existing processes prohibit the State's ability to meet the MEQC audit and requirements as mandated by CMS. This audit begins in November 2019 with a description of how the State will conduct the MEQC audit with the actual audit work beginning in January 2020.					
<b>Schedule Summary</b>					
The project is transitioning from the Planning phase to the Execution phase. During this phase, the State and the vendor will work together to begin building the tool for the business area. Documentation created during the Planning phase will also be fine tuned throughout the Execution phase.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$371,860.00	\$37,186.00		General Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$320,086.00	\$80,021.50		General Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$691,946.00	\$117,207.00		General Fund		
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

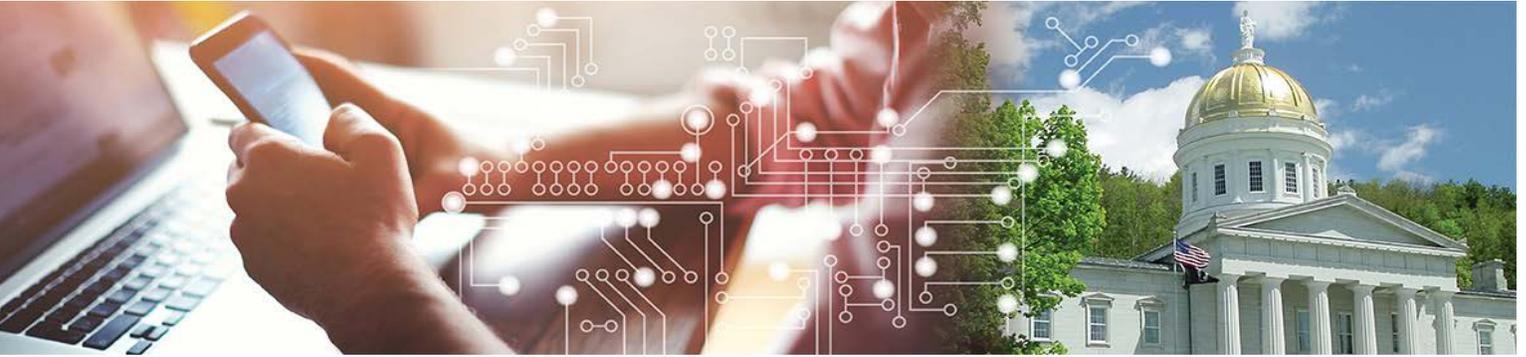
IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Medicaid Management Information System (MMIS) Electronic Visit Verification (EVVS)				
<b>Agency</b>	Human Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	10/1/2017	<b>Project End Date</b>	1/1/2023	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	Manageable Risks	The Centers for Medicare & Medicaid Services (CMS) released guidance in August that has led to revisiting the Electronic Visit Verification (EVV) exceptions and how to best meet the programs' needs.			
<b>Schedule</b>	Manageable Risks	CMS approved the Vermont project extension request on 10-25-2019. The project timeline will be re-adjusted based on the extension.			
<b>Budget</b>	Manageable Risks	Currently, several contract amendments are routing due to adjustments in scope and schedule.			
<b>Scope Summary</b>					
Implement an electronic visit verification system (EVVS) that meets the Federal mandate and integrates with Vermont's Medicaid Management Information System (MMIS).					
<b>Schedule Summary</b>					
The project is in the Execution phase. Timelines are currently being adjusted based on a request made by the State to the Centers for Medicare & Medicaid Services (CMS) to extend the "Go-Live" date by one year (most states are making this same request based on guidance given by CMS). There are no concerns about this schedule adjustment.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$169,114.94		\$16,911.49		General Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$357,000.00		\$133,875.00		General Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$526,114.94		\$150,786.49		General Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$0.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Medicaid Management Information System (MMIS) Payment and Delivery System (PADS) Reform				
<b>Agency</b>	Human Services	<b>Report Date</b>	11/8/19		
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	6/1/2018	<b>Project End Date</b>	9/30/2020	<b>Solution Life Cycle (Years)</b>	20
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	<p>There are currently six initiatives within the payment reform program: three workstreams are currently very active. Each initiative can be thought of in two parts: collection of encounter (service delivery) data from the program, that will be analyzed and used to inform future payment model work; and the actual design and implementation of the new payment model.</p> <p>1) Children's Integrated Services (CIS) workstream: Payment reform will be implementing a new payment model for the statewide CIS program. Initial steps include development and communication of a new statewide rate for 2020 to providers in the coming weeks, while analysis and design work continues to develop a payment model for future implementation.</p> <p>2) Developmental Disability Services (DS) workstream: This workstream is a larger, multi-year initiative as it involves not only the design and implementation of a new payment model for DS services, but also a complete retooling of the DS delivery system. Business analysts conducted the first of several working sessions with one to map the workflow process that will need to be changed to allow providers to submit encounter data to the MMIS for the first time.</p> <p>3) Department of Mental Health (DMH) Workstream: The new payment model for adult and child mental health services went into effect in January 2019. Additional work continues to bring more data into the MMIS system for analysis, such as enhanced Federal Poverty Level (FPL) data to better support the Community Rehabilitation and Treatment (CRT) program for Medicaid beneficiaries.</p> <p>Other workstreams include:</p> <p>4) Vermont Medicaid Next Generation (VMNG) Accountable Care Organization (ACO) Program: This model is in ongoing Operations and Monitoring phase, while the State and ACO work to finalize the 2020 contract and define 2020 program adjustments. 2019 saw an expansion of the program to 13 (out of 14) Health Service Areas (HSAs) and an increase to approximately 79,000 attributed Medicaid members.</p> <p>5) Residential Substance Use Disorder (SUD) Workstream: This model went live on 1/1/19 and is in the Operations phase, while the program is working to define 2020 program adjustments.</p> <p>6) Applied Behavior Analysis (ABA) Workstream: This model went live on 7/1/19 and is monitoring early implementation outcomes. Planning is underway for 2020 program adjustments.</p>			
<b>Schedule</b>	On Track	The project remains on schedule.			
<b>Budget</b>	On Track	All costs are reviewed to be within the approved Centers for Medicare & Medicaid (CMS) approved amounts and the project budget.			
<b>Scope Summary</b>					
Activities associated with payment reform and necessary business and system changes.					
<b>Schedule Summary</b>					
<p>The PADS project is essentially a program with several workstreams. With a total of six active workstreams, there are several aspects of PADS that are in the Execution phase, meaning that some reforms have already been implemented and are moving to the evaluation and monitoring phase of the lifecycle. There are also workstreams still in the initiation or planning phases of their individual implementations. However, a new project manager recently transitioned to PADS and is in the process of re-evaluating the PADS work, essentially placing the entire program in the Planning phase.</p>					

Budget Summary			
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>
\$2,650,317.00	\$265,031.70		General Fund
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>
\$0.00	\$0.00		General Fund
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>
\$2,650,317.00	\$265,031.70		General Fund
<b>FY21 Legislative Funding Request Amount</b>	<b>\$0.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	N/A

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Medicaid Management Information System (MMIS) Provider Management Module (PMM)				
<b>Agency</b>	Human Services	<b>Report Date</b>		11/8/19	
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	11/1/2017	<b>Project End Date</b>	3/20/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	Currently in the Execution Phase of the project. PMM Release 15 is scheduled for late January 2020 and will implement remaining agreed to scope. A Change Request was approved by both parties to reschedule integration of PMM with the State of Vermont Enterprise Content Management at a future agreed to date.			
<b>Schedule</b>	On Track	The majority of the project work remains on schedule with project closing scheduled for February 2020. The project team is preparing for the onsite certification meeting with staff from the Centers for Medicare & Medicaid Services (CMS) on November 21, 2019.			
<b>Budget</b>	On Track	The project remains on budget.			
<b>Scope Summary</b>					
<p>The Provider Management Module (PMM) is a project under the Medicaid Management Information System (MMIS) Program and is part of the overall MMIS Road Map as presented to the Centers for Medicare and Medicaid Services (CMS). The PMM project is also a high priority legislative initiative aimed to reduce the timeframe to enroll Medicaid Providers. The new bill that has been introduced is S.282, <a href="https://legislature.vermont.gov/bill/status/2018/S.282">https://legislature.vermont.gov/bill/status/2018/S.282</a>.</p>					
<b>Schedule Summary</b>					
<p>The project is in the Execution phase and is on track to enter the Closing phase by February 2020.</p>					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$1,759,907.77	\$175,990.78		General Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$3,097,852.20	\$774,463.05		General Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$4,857,759.97	\$950,453.83		General Fund		
<b>FY21 Legislative Funding Request Amount</b>	\$0.00		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Medicaid Management Information System (MMIS) Transformed Medicaid Statistical Information System (T-MSIS)				
<b>Agency</b>	Human Services	<b>Report Date</b>	11/8/19		
<b>Department</b>	Department of Vermont Health Access				
<b>Project Start Date</b>	6/1/2015	<b>Project End Date</b>	6/1/2020	<b>Solution Life Cycle (Years)</b>	3
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	Manageable Risks	All 50 states and territories are required by the Centers for Medicare and Medicaid Services (CMS) to adhere to the T-MSIS standards. The State is performing very well compared to the rest of the country. The project is on track to deliver the agreed to scope at this time. Several key resources on both the vendor side and the State have rolled off the project. Plans are being executed to ensure smooth transitions.			
<b>Schedule</b>	On Track	The project remains on schedule.			
<b>Budget</b>	Manageable Risks	Adjustments are being made to increase the vendor contract amount due to the volume of work.			
<b>Scope Summary</b>					
The Transformed Medicaid Statistical Information System (T-MSIS) project is a project within the MMIS Program that will add additional data elements and data quality recommended by CMS to the T-MSIS files which are being submitted to CMS on monthly basis. Work on this project is to be done by DXC and SoV staff. The work on the T-MSIS project is considered high urgency by CMS, as noted on the Compliance GAP Report. Also, the effort to address lower priority changes identified during Operational Readiness Testing (ORT) is included in this phase of T-MSIS enhancement work.					
<b>Schedule Summary</b>					
The project is in the Execution phase and will remain in this phase over the next several years.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$697,574.71		\$69,757.47		General Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$0.00		\$0.00		N/A	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$697,574.71		\$69,757.47		N/A	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$0.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	N/A	



# Agency of Natural Resources (ANR)

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Point of Sale Reservation System				
<b>Agency</b>	Natural Resources			<b>Report Date</b>	11/8/19
<b>Department</b>	Department of Forests Parks and Recreation				
<b>Project Start Date</b>	7/4/2018	<b>Project End Date</b>	6/30/2020	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The scope of this project is green. There have been no changes to the scope since project inception.			
<b>Schedule</b>	Manageable Risk	The schedule status is currently yellow as the State Project Team and the vendor, Aspira, work together to re-baseline the project schedule with anticipated go-live date of March 1, 2020.			
<b>Budget</b>	On Track	The budget for this project is green. The contract was a fixed price and no payments are made to the vendor until the system has been implemented.			
<b>Scope Summary</b>					
Implementation of a State Parks reservation, accounting, and Point of Sale system.					
<b>Schedule Summary</b>					
The project was initially scheduled to go-live March of 2019. However, due to the unfavorable results of testing of what had been delivered, the configuration was put on hold until the vendor revisited the expectations documented within the requirements. The second start of configuration testing resulted in the project being put on hold. The State identified the project approach of iteratively delivering functionality wasn't going to be successful and too demanding during operational times. The State and vendor adjusted the project team members and the State requested to adjust from an iterative delivery approach to a complete configuration package delivery. This project approach adjustment has been successfully allowing the project to move forward and now has an estimated completion date of June 30, 2020, with a go-live date of March 1, 2019.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$175,656.00		\$175,656.00		Special Fund - 21270 - State Parks Special Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$1,193,000.00		\$1,193,000.00		Special Fund - 21270 - State Parks Special Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$1,368,656.00		\$1,368,656.00		Special Fund - 21270 - State Parks Special Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$364,881.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>		Special Fund - 21270 - State Parks Special Fund	

Agency of Transportation (AOT)



# Agency of Transportation (AOT)

IT ACTIVITY ANNUAL SUMMARY REPORT					
Project	Construction Management System Replacement				
Agency	Transportation	Report Date	11/8/19		
Department	Highway Division				
Project Start Date	1/12/2017	Project End Date	7/31/2024	Solution Life Cycle (Years)	20
Current Project Phase	Exploring	Initiating	Planning	Executing	Closing
Project	Status	Update			
Scope	On Track	The Vendor contract calls for the vendor to provide Business Analysis to elaborate upon high level requirements through requirements elicitation. The Vendor did not provide this function to the State's satisfaction and the State is now performing elicitation. Enhancements that expanded the original scope were added at no cost in exchange for the Business Analysis performed by the State.			
Schedule	On Track	The project schedule was delayed due to quality related issues in the functional specification document. The project was rebaselined to a 2024 completion date under Change Request 002. Tasks are now being completed on time and the project team is actively monitoring performance.			
Budget	On Track	Historically, the vendor has considered missed requirements to be enhancements. If the vendor's functional specifications do not accurately represent the State's requirements, but are accepted by the State, the State may need to expend enhancement dollars to receive a system that meets their needs. This could have a negative impact on overall budget performance. The State is performing detailed review of the functional specifications to mitigate this risk.			
<b>Scope Summary</b>					
<p>The Construction Management System (CMS) Replacement Project will replace the current AASHTOWare client/server suite of modules (used for Highway construction for the last 20+ years and being sunset by AASHTOWare) with a web based, cloud sourced solution that meets VTrans functional and technical requirements.</p>					
<b>Schedule Summary</b>					
<p>The project experienced delays due to quality, scope and resource issues. The project end date was originally anticipated to be 2021 and was rebaselined to 2024 under a Change Request approved by the Steering Committee.</p>					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$9,310,617.42	\$9,310,617.42		Transportation Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$3,277,810.00	\$3,277,810.00		Transportation Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$12,588,427.42	\$12,588,427.42		Transportation Fund		
<b>FY21 Legislative Funding Request Amount</b>	<b>\$2,087,546.23</b>	<b>FY21 Legislative Funding Request Fund Type</b>	Transportation Fund		

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Cashiering System Implementation				
<b>Agency</b>	Transportation	<b>Report Date</b>		11/8/19	
<b>Department</b>	Agency of Transportation				
<b>Project Start Date</b>	4/25/2016	<b>Project End Date</b>	11/30/2019	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Hold	The project is on hold pending direction from the Project Sponsor regarding check scanning.			
<b>Schedule</b>	On Hold	Since an ADS EPMO Project Manager and Business Analyst were assigned, the project has improved task definition, assignment and tracking.			
<b>Budget</b>	On Hold	The project is on track to deliver within budget.			
<b>Scope Summary</b>					
To implement a new point of sale cashiering system across all DMV sites, replacing existing credit card and check scanning equipment.					
<b>Schedule Summary</b>					
The credit card function was implemented successfully. Check scanning equipment implementation is currently on hold pending leadership direction regarding this scope item.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$758,730.00		\$758,730.00		Transportation Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$1,170,000.00		\$1,170,000.00		Transportation Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$1,928,730.00		\$1,928,730.00		Transportation Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$250,000.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	Transportation Fund	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Commercial Vehicle Operations System (VT CVO)				
<b>Agency</b>	Transportation	<b>Report Date</b>	11/8/19		
<b>Department</b>	Agency of Transportation				
<b>Project Start Date</b>	2/1/2018	<b>Project End Date</b>	9/30/2020	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is on track to deliver on scope.			
<b>Schedule</b>	Manageable Risks	The project has a risk to schedule due to a resource gap. The State is actively mitigating this risk by expanding the role of an existing project resource. The project has a risk to schedule due to challenges with the Azure Cloud environment. ADS is actively mitigating this risk.			
<b>Budget</b>	On Track	The project is on track to deliver within budget.			
<b>Scope Summary</b>					
The Vermont Department of Motor Vehicles (DMV) will obtain a commercial off-the-shelf software and contract with a vendor to deliver and support a system that meets or is configured to meet DMV's International Registration Plan (IRP), International Fuel Tax Agreement (IFTA) and Performance Registration Information Systems Management (PRISM) business requirements. The new system would interface with the IRP and IFTA Clearing houses (systems for electronically sharing licensee and transmittal data with other jurisdictions). It would provide electronic credentialing capabilities for IRP and IFTA. In addition to being Innovative Technology Deployment (IDT) Core Compliant, it would improve customer service and increase ways to complete transactions, billing, payment processing, audit capabilities and be in compliance with IFTA, IRP, PRISM programs.					
<b>Schedule Summary</b>					
The project adjusted its completion date to September 30, 2020 (previously June 30, 2020)					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$4,494,000.00	\$4,494,000.00		Transportation Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$5,000,000.00	\$5,000,000.00		Transportation Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$9,494,000.00	\$9,494,000.00		Transportation Fund		
<b>FY21 Legislative Funding Request Amount</b>	<b>\$2,087,023.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	Transportation Fund		

IT ACTIVITY ANNUAL SUMMARY REPORT					
Project	Credentialing Services System Replacement				
Agency	Transportation	Report Date	11/8/19		
Department	Department of Motor Vehicles				
Project Start Date	9/11/2017	Project End Date	4/30/2020	Solution Life Cycle (Years)	10
Current Project Phase	Exploring	Initiating	Planning	Executing	Closing
Project	Status	Update			
Scope	On Track	The chartered scope for Online Renewal portal did not include a requirement for online renewal to run on existing or future kiosks. The project scope was expanded to include the functionality to run the online renewal through existing DMV kiosks. The project is on track to deliver on scope.			
Schedule	On Track	The project is on track to deliver on schedule.			
Budget	On Track	The project is on track to deliver within budget.			
<b>Scope Summary</b>					
Implement a comprehensive set of services that satisfy the State's need for a Driver's License/Identification Card Renewal solution.					
<b>Schedule Summary</b>					
In the September 2018 Executive Meeting a decision was made that the Online Renewal component of the Credentialing Project would be implemented after 7/1/2019. In July 2019, the target completion date was rebaselined to 4/3/2020 after Valid (vendor) re-estimated their plan.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$300,000.00		\$300,000.00		Transportation Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$3,803,625.00		\$3,803,625.00		Transportation Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$4,103,625.00		\$4,103,625.00		Transportation Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$760,725.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	Transportation Fund		

IT ACTIVITY ANNUAL SUMMARY REPORT					
Project	Managing Assets for Transportation Systems (MATS) Web Implementation				
Agency	Transportation	Report Date	11/8/19		
Department	Agency of Transportation				
Project Start Date	3/20/2018	Project End Date	2/14/2021	Solution Life Cycle (Years)	20
Current Project Phase	Exploring	Initiating	Planning	Executing	Closing
Project	Status	Update			
Scope	Receiving Help	The project has three stakeholders - Vermont, New Hampshire and Maine. Vermont holds the contract for all three States. Alignment on requirements and approval of the vendor (Parsons)'s delivery has been challenging.			
Schedule	On Track	The project is on track following project schedule rebaselining in April 2019.			
Budget	Manageable Risks	The project is within budget but has risk due to a pending Change Order proposal.			
<b>Scope Summary</b>					
The current application used for tracking maintenance activities and entering personnel time records at the Agency of Transportation. It currently is a Windows desktop application that uses technology under high risk of no longer being supported by Microsoft. The objective of this project is to transition the functions of the desktop application to a browser-based application that has the advantage of being able to be used remotely.					
<b>Schedule Summary</b>					
The project was planned to begin on Jan 1, 2014 and complete on Dec 31, 2017. In November 2017, the contract completion date was extended to Dec 31, 2020. Due to delays in upgrades in the MATS Windows environment and delays in development in the Web environment, the schedule has been further pushed out to complete in February 2021.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$1,915,520.00		\$1,115,520.00		Transportation Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$2,629,055.00		\$2,629,055.00		Transportation Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$4,544,575.00		\$3,744,575		Transportation Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$200,000.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	Transportation Fund		

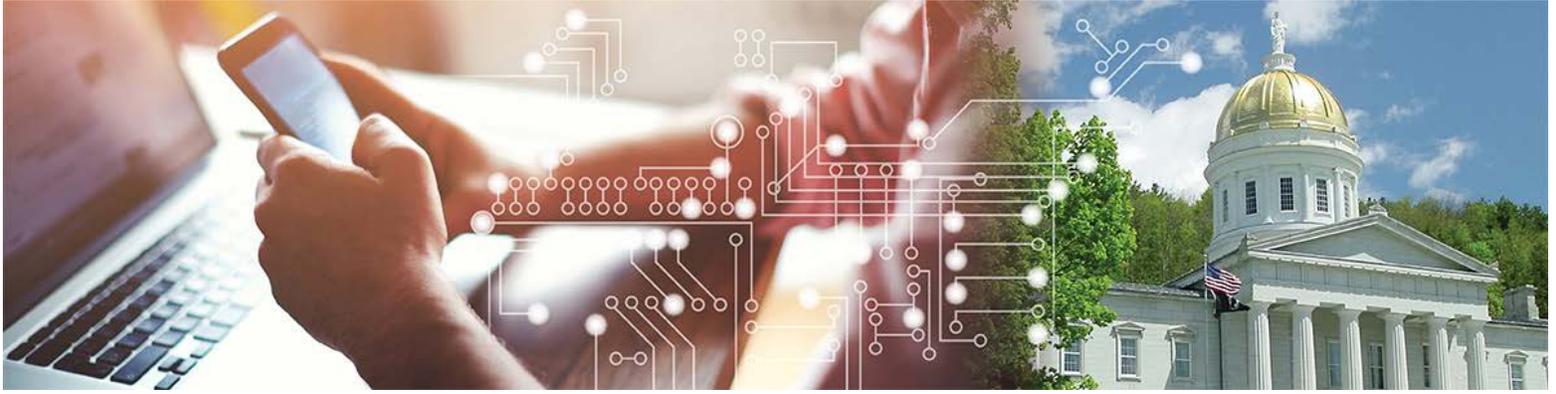
IT ACTIVITY ANNUAL SUMMARY REPORT					
Project	Statewide Property Parcel Mapping				
Agency	Transportation	Report Date		11/8/19	
Department	Highway Division				
Project Start Date	11/21/2016	Project End Date	12/30/2020	Solution Life Cycle (Years)	7
Current Project Phase	Exploring	Initiating	Planning	Executing	Closing
Project	Status	Update			
Scope	On Track	The project is on track to deliver on scope.			
Schedule	Ahead of Schedule	The project is ahead of schedule.			
Budget	Under Budget	The project is under budget.			
<b>Scope Summary</b>					
The creation of a statewide property parcel dataset in a standard format which will allow the joining of parcel data with grand list (tax assessment) data, thereby facilitating analysis and other activities identified by State and private sector stakeholders as necessary to their work. Funding and sponsorship comes from AOT, with VCGI, Tax, ANR, ACCD, and DPS all funding and benefitting from post-project operations.					
<b>Schedule Summary</b>					
The project was able to begin Year 3 of the project earlier than planned.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$2,445,970.75		\$464,734.44		Transportation Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$0		\$0		Transportation Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$2,445,970.75		\$464,734.44		Transportation Fund	
<b>FY21 Legislative Funding Request Amount</b>	\$0		<b>FY21 Legislative Funding Request Fund Type</b>	Transportation Fund	

IT ACTIVITY ANNUAL SUMMARY REPORT					
Project	Vermont Asset Management Information System (VAMIS)				
Agency	Transportation	Report Date	11/8/19		
Department	Agency of Transportation				
Project Start Date	7/4/2018	Project End Date	12/31/2020	Solution Life Cycle (Years)	20
Current Project Phase	Exploring	Initiating	Planning	Executing	Closing
Project	Status	Update			
Scope	On Track	The project recently executed its contract with the vendor. As confirmed by the Independent Review in 2019, the project is anticipated to deliver on the scope as recorded in the IT ABC Form.			
Schedule	On Track	The vendor and State are reviewing an implementation schedule. The project will be rebaselined following agreement on the schedule.			
Budget	Manageable Risks	The project is currently projected to spend more than what was recorded in the IT ABC Form submitted in January 2019. The project will complete an updated IT ABC Form.			
<b>Scope Summary</b>					
Multi-Agency (AOT, BGS) procurement of an Asset Management Information System software solution. In order to comply with State and Federal regulations and to improve the efficiency of the Agency stewardship of the transportation infrastructure, the Agency has dedicated support and resources to incorporate asset management practices into its business processes. The software solution will facilitate a cohesive framework that allows the Agency to "see the big picture", enabling the ability to manage assets holistically and pro-actively to make risk and performance based and data driven programming decisions.					
<b>Schedule Summary</b>					
The project was targeted for completion in Dec 2020. The recently executed vendor contract has a period of performance ending in Dec 2025.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$4,695,635.00		\$4,695,635.00		Transportation Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$3,499,759.00		\$3,499,759.00		Transportation Fund	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$8,195,394.00		\$8,195,394.00		Transportation Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$2,015,107.84</b>		<b>FY21 Legislative Funding Request Fund Type</b>	Transportation Fund	



# Department of Labor (DOL)

IT ACTIVITY ANNUAL SUMMARY REPORT						
<b>Project</b>	Integrated Unemployment Solution Modernization					
<b>Agency</b>	Other Executive Branch			<b>Report Date</b>	11/8/19	
<b>Department</b>	Labor					
<b>Project Start Date</b>	3/1/2018	<b>Project End Date</b>	9/30/2020	<b>Solution Life Cycle (Years)</b>	20	
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>	
<b>Project</b>	<b>Status</b>	<b>Update</b>				
<b>Scope</b>	Receiving Help	Constant changes in scope had an adverse impact on the schedule during this reporting period. In December of 2018 a contract amendment with the State of Idaho resulted in scope changes with some scope being deferred until post deployment. Then in September of 2019 the State of Vermont made the decision to accept the Consortium Claimant Portal from Idaho in place of the VT Claimant Portal. The result of this decision has led to additional requirements work and delays to the implementation schedule.				
<b>Schedule</b>	Receiving Help	Constant changes in scope due to decisions made by both the Vermont and Idaho teams has resulted in an extended timeline. In addition, the lack of transparency into the Idaho roadmap has presented challenges prohibiting the Vermont team to accurately estimate the implementation schedule for the project.				
<b>Budget</b>	Receiving Help	Financial review and analysis has been performed to capture base grant, subsequent SBR funding and expenditures to date to ensure viability of the program. Projections at the current burn rate indicate there is adequate funding to meet a projected date of 9/30/2020, however, this does not consider additional resources or an extension beyond the end of Q3 2020. A deeper analysis of project expenses and resource utilization is required.				
<b>Scope Summary</b>						
<p>The Vermont Department of Labor's (VDOL) current Unemployment Insurance (UI) processing system runs on legacy hardware and software. The system was written in the 1980s and remains constrained by the technology of that era relative to the demands placed on the system by ever changing federal and State program requirements.</p> <p>Vermont has partnered with Idaho and North Dakota on the development of a UI Modernization system. The Vermont/Idaho/North Dakota consortium approach is to develop of a flexible multi-state UI system that utilizes modern systems, tool sets, development methodologies, and development languages. The final development will consist of a comprehensive UI benefits/tax/appeals system.</p>						
<b>Schedule Summary</b>						
Constant changes in scope due to decisions made by both the Vermont and Idaho teams has resulted in an extended timeline. In addition, the lack of transparency into the Idaho roadmap has presented challenges prohibiting the Vermont team to accurately estimate the implementation schedule for the project.						
<b>Budget Summary</b>						
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$15,162,920.83		\$0.00		N/A		
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$18,932,420.00		\$0.00		N/A		
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$34,095,340.83		\$0.00		N/A		
<b>FY21 Legislative Funding Request Amount</b>	<b>\$0.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>	N/A		



# Department of Public Safety (DPS)

IT ACTIVITY ANNUAL SUMMARY REPORT					
Project	eTicket				
Agency	Other Executive Branch	Report Date	11/8/19		
Department	Public Safety				
Project Start Date	7/19/2018	Project End Date	12/30/2019	Solution Life Cycle (Years)	10
Current Project Phase	Exploring	Initiating	Planning	Executing	Closing
Project	Status	Update			
Scope	On Track	The project is on track to deliver on scope.			
Schedule	On Track	The project is anticipated to complete within the grant period despite delays in hardware installation caused by longer than anticipated lead times.			
Budget	Under Budget	The project is under budget and expected to deliver eTicket hardware to all Vermont State Police vehicles in this grant period.			
<b>Scope Summary</b>					
The objective of this project is to install eTicket hardware in as many Vermont State Police, Municipal, and County Law Enforcement Agency vehicles as feasible with the provided grant funding.					
<b>Schedule Summary</b>					
EPMO involvement extended into second grant year to provide support for subgranting to local law enforcement, maintaining budget, and establishing program governance.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$1,608,506.33		\$0.00		IDT Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$0.00		\$0.00		N/A	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$1,608,506.33		\$0.00		N/A	
<b>FY21 Legislative Funding Request Amount</b>	tbd		<b>FY21 Legislative Funding Request Fund Type</b>	tbd	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Marijuana Registry Replacement				
<b>Agency</b>	Other Executive Branch	<b>Report Date</b>	11/8/19		
<b>Department</b>	Public Safety				
<b>Project Start Date</b>	4/17/2018	<b>Project End Date</b>	2/12/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project is on track to deliver on scope.			
<b>Schedule</b>	On Track	The project has experienced periodic schedule risk due to resource availability and communications. These risks have been mitigated.			
<b>Budget</b>	On Track	The project encountered unplanned expenses for the CPI integration. A change request was approved on 8/31/19 to increase the budget by \$49,323.			
<b>Scope Summary</b>					
Currently the Vermont Marijuana Registry (VMR) utilizes an out-of-date Oracle 6.2i custom designed database to manage patient and caregiver records. In parallel with this Oracle system, a stand-alone program (ID Works) is utilized to print identification cards. While adequate at launch (pre-2010), the system no longer provides the power, flexibility, integration, or utility needed for the constantly expanding program and statutory compliance. Current systems do not provide for any web-based interface, limiting the ability to innovate or streamline workflow for external parties (patients, caregivers, dispensaries, or health care providers). This project will replace the outdated and unsustainable tools with a single registry system.					
<b>Schedule Summary</b>					
A change request was signed on 7/31/2019 to extend the project completion date to 2/12/2019. The re-baselined schedule broke the project down into 3 go-live and 3 phases.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>	<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$390,845.00	\$390,845.00		Special Fund		
<b>Total Operating Cost</b>	<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$247,100.00	\$247,100.00		Special Fund		
<b>Total IT Activity Cost</b>	<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$637,945.00	\$637,945.00		Special Fund		
<b>FY21 Legislative Funding Request Amount</b>	<b>\$46,300.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	Special Fund		



# Secretary of State (SOS)

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Vermont Business Portal				
<b>Agency</b>	Other Executive Branch	<b>Report Date</b>	11/8/19		
<b>Department</b>	Secretary of State				
<b>Project Start Date</b>	7/4/2018	<b>Project End Date</b>	7/1/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	Exploring	Initiating	Planning	Executing	Closing
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The project's scope will be further determined when the vendor is chosen from the RFP.			
<b>Schedule</b>	On Track	The Project's schedule is on track and will be updated upon completion fo the RFP process.			
<b>Budget</b>	On Track	The Legislature provided \$200,000 for work to be completed on the exploration phase of the project. Currently the project is performing under budget.			
<b>Scope Summary</b>					
<p>The Secretary of State and government partners plan to design a system to simplify government interactions with small businesses and Vermonters starting new businesses. This program will implement and maintain a new technology solution that cuts across agency boundary lines and provides a simplified way for small businesses to interact State Government. The initial Vermont Business Portal Program roll out will include essential small business activities for the State from the following entities:</p> <ul style="list-style-type: none"> <li>• Secretary of State</li> <li>• Department of Tax</li> <li>• Department of Labor</li> <li>• Agency of Commerce and Community Development</li> </ul> <p>Between these agencies and departments, a small business owner will be able to fill out universal forms that will satisfy their requirements in a single session/transaction environment. The solution will prepopulate data that has already been entered into other agency forms, reducing the amount of time and effort needed from the business owner to complete their registrations.</p>					
<b>Schedule Summary</b>					
<p>The current schedule for the project includes posting an RFP and gathering information to inform the Legislature of the costs and potential solutions for the Biz Portal during the 2020 Legislative session. To minimize risk, improve estimates (staffing, schedule, budget), validate assumptions, and develop a detailed implementation plan, the Project has initiated a pilot approach. The pilot phase will be focused on developing a prototype system that will onboard multiple agencies and departments (SOS, ACCD, Tax, and Labor). These agencies/departments have experience assisting the business community in the early stages of their registration processes. The pilot phase duration will commence in the fall of 2019 and conclude in the summer of 2020. Additional agencies will be onboarded over time. The actual implementation plan will become more clear after the Legislature has observed the prototypes and determined if the State can go forward with the project. At that time a vendor/solution will be selected and a more formal timeline will be defined.</p>					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$224,824.00		\$224,824.00		General Fund	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$0.00		\$0.00		N/A	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$224,824.00		\$224,824.00		General Fund	
<b>FY21 Legislative Funding Request Amount</b>	<b>To be determined based on the results of the RFP and Legislature's decision to fund the project.</b>		<b>FY21 Legislative Funding Request Fund Type</b>	TBD	



# Other Executive Branch Projects

IT ACTIVITY ANNUAL SUMMARY REPORT						
<b>Project</b>	Next Generation 911 System					
<b>Agency</b>	Other Executive Branch			<b>Report Date</b>	11/8/19	
<b>Department</b>	e911 Board (e911)					
<b>Project Start Date</b>	2/1/2018	<b>Project End Date</b>	7/22/2020	<b>Solution Life Cycle (Years)</b>	5	
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>	
<b>Project</b>	<b>Status</b>	<b>Update</b>				
<b>Scope</b>	<b>On Track</b>	The scope status is green. There are currently no known risks or issues that would result in a change to the project scope.				
<b>Schedule</b>	<b>On Track</b>	The schedule status is green. There is a baseline schedule in place that is reviewed and updated on a weekly basis with the vendor and State project team. All activities are currently being completed on time.				
<b>Budget</b>	<b>On Track</b>	The budget status is green. A budget was established and baselined upon contract execution. The costs are monitored by the Project Manager and Project Sponsor on a monthly basis, there are currently no variances in project costs.				
<b>Scope Summary</b>						
<p>A fully hosted and redundant Next Generation 911 System that provides all the equipment and functional elements to deliver, answer, call back and conference 911 calls in the Vermont Public Safety Answering Points (PSAPs). The term “call” refers to a session established by signaling with two-way real-time media and involves a human making a request for help, i.e. voice call, text call, video call.</p>						
<b>Schedule Summary</b>						
<p>The contract with the vendor was executed in March of 2019. The project is scheduled to be complete on 6/25/2020. Currently all project activities are being completed as the schedule identifies and there are no threats identified at this time that would impact the completion date.</p>						
<b>Budget Summary</b>						
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$2,786,926.55		\$2,786,926.55		Special Fund - E-911 Special Fund 21711		
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$8,458,378.80		\$8,458,378.80		Special Fund - E-911 Special Fund 21711		
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$11,245,305.35		\$11,245,305.35		Special Fund - E-911 Special Fund 21711		
<b>FY21 Legislative Funding Request Amount</b>	<b>\$1,691,675.76</b>		<b>FY21 Legislative Funding Request Fund Type</b>	Special Fund - E-911 Special Fund 21711		

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	VHCURES 3.0 (all claims payer data base)				
<b>Agency</b>	Other Executive Branch			<b>Report Date</b>	11/8/19
<b>Department</b>	Green Mountain Care Board (GMCB)				
<b>Project Start Date</b>	5/1/2018	<b>Project End Date</b>	11/30/2020	<b>Solution Life Cycle (Years)</b>	5
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	<b>On Track</b>	The scope status is green. There are currently no known risks or issues that would result in a change to the project scope.			
<b>Schedule</b>	<b>On Track</b>	The schedule status is green. There is a baseline schedule in place that is reviewed and updated on a weekly basis with the vendor and State project team. All activities are currently being completed on time.			
<b>Budget</b>	<b>On Track</b>	The budget status is green. The budget is tracked by the Project Manager and there are no variances with the budget currently.			
<b>Scope Summary</b>					
This project is to upgrade the VHCURES data collection, consolidation, storage, and processing functions to support additional analytic capabilities and new requirements including the All-Payer ACO Model.					
<b>Schedule Summary</b>					
The contract with the vendor was executed in August of 2019. The baseline schedule for implementation has a completion date of 8/29/2020. There are currently no threats that would impact the completion date.					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$320,177.95		\$289,422.93		45% General Fund (10000) and 55% Special Fund - GMCB Billback & Regulatory Fund (21937) NOTE: FY18 & 19 GMCB had federal funds used to pay for implementation costs from the Global Commitment fund. This is why the implementation State Funds does not match	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$4,569,600.00		\$4,569,600.00		40% General Fund (10000) and 60% Special Fund - GMCB Billback & Regulatory Fund (21937)	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$4,889,777.95		\$4,859,022.93		40% General Fund (10000) and 60% Special Fund - GMCB Billback & Regulatory Fund (21937)	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$1,028,359.40</b>		<b>FY21 Legislative Funding Request Fund Type</b>	40% General Fund (10000) and 60% Special Fund - GMCB Billback & Regulatory Fund (21937)	

IT ACTIVITY ANNUAL SUMMARY REPORT					
<b>Project</b>	Point of Sale and Central Office				
<b>Agency</b>	Other Executive Branch	<b>Report Date</b>		11/8/19	
<b>Department</b>	Department of Liquor & Lottery				
<b>Project Start Date</b>	7/4/2018	<b>Project End Date</b>	11/29/2019	<b>Solution Life Cycle (Years)</b>	10
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>
<b>Project</b>	<b>Status</b>	<b>Update</b>			
<b>Scope</b>	On Track	The scope status is green. Project activities that would result in scope changes are complete. The project is currently in the closing phase.			
<b>Schedule</b>	On Track	The schedule status is green. The solution was implemented in June 2019 followed by a warrentee period. The project team is engaging in project closeout activities and is expected to be complete by November 29, 2019.			
<b>Budget</b>	On Track	The budget status is green. There are no issues with the budget.			
<b>Scope Summary</b>					
<p>Replace Retail and Point of Sale systems, including cash registers, and hardware and software at liquor agencies. Project also includes central office systems and software that connects registers.</p>					
<b>Schedule Summary</b>					
<p>The project went live June 14, 2019 as it had been scheduled. The project remained opened through post implementation support ending 9/6/2019. The Project team is currently completing project closeout documentation and is expected to be complete by 11/29/2019.</p>					
<b>Budget Summary</b>					
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>	
\$8,717,100.75		\$8,717,100.75		Enterprise 50300	
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>	
\$3,550,000.00		\$3,550,000.00		Enterprise 50300	
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>	
\$12,267,100.75		\$12,267,100.75		Enterprise 50300	
<b>FY21 Legislative Funding Request Amount</b>	<b>\$355,000.00</b>		<b>FY21 Legislative Funding Request Fund Type</b>		Enterprise 50300

IT ACTIVITY ANNUAL SUMMARY REPORT						
<b>Project</b>	Licensing & Enforcement System					
<b>Agency</b>	Other Executive Branch			<b>Report Date</b>	11/8/19	
<b>Department</b>	Department of Liquor & Lottery					
<b>Project Start Date</b>	6/7/2019	<b>Project End Date</b>	5/31/2021	<b>Solution Life Cycle (Years)</b>	10	
<b>Current Project Phase</b>	<b>Exploring</b>	<b>Initiating</b>	<b>Planning</b>	<b>Executing</b>	<b>Closing</b>	
<b>Project</b>	<b>Status</b>	<b>Update</b>				
<b>Scope</b>	<b>On Track</b>	The scope status is green. there are no known risks or issues with project scope at this time.				
<b>Schedule</b>	<b>On Track</b>	The schedule status is currently green. High level target dates are being met in line with an estimated project completion of May 2021. A detailed schedule will be created and baselined once a vendor has been selected.				
<b>Budget</b>	<b>On Track</b>	The budget status is currently green. There is an approved estimated budget based on the IT ABC form that was approved. A baseline budget will be created and tracked against upon contract execution.				
<b>Scope Summary</b>						
Replace licensing and enforcement systems for Department of Liquor and Lottery.						
<b>Schedule Summary</b>						
This project was approved to move forward in June of 2019. The team has been working on requirements and drafting a RFP since June. It is expected the RFP will be issued in November 2019. The estimated completion date for this project is May 31, 2021. There are currently no threats against the target completion date.						
<b>Budget Summary</b>						
<b>Total Implementation Cost</b>		<b>Total State Implementation Cost</b>		<b>State Fund Type</b>		
\$2,609,064.00		\$2,609,064.00		Enterprise 50300		
<b>Total Operating Cost</b>		<b>Total State Operating Cost</b>		<b>State Fund Type</b>		
\$8,500,000.00		\$8,500,000.00		Enterprise 50300		
<b>Total IT Activity Cost</b>		<b>Total State IT Activity Cost</b>		<b>State Fund Type</b>		
\$11,109,064.00		\$11,109,094.00		Enterprise 50300		
<b>FY21 Legislative Funding Request Amount</b>	<b>\$1,650,000.00</b>	<b>FY21 Legislative Funding Request Fund Type</b>	Enterprise 50300			

# Agency of Digital Services: Mission & Vision

The **Mission** of the Agency of Digital Services is to work together with our partners in state government to deliver simple and intuitive technology solutions that improve the lives of the citizens of Vermont.

Our **Vision** is to make government services secure and easily accessible to all people doing business and interacting with the State of Vermont.

## Agency Guiding Principles

The following guiding principles are a set of established criteria developed by the ADS for use by all agencies committed to the establishment of sustainable technology solutions.

### Transform our Customer Experience

- Deliver measurable value to our partners in state government
- Engage early and often
- Be honest about the scope of our challenges
- Work with agencies to understand their mission
- Invest in Agency and project success

### Innovate and Operate Effectively, Efficiently

- Master the fundamentals to be the best
- Balance the value of developing new capabilities with project risk & cost
- Provide training and empower our employees

### Invest in Our Technology

Continuous improvement requires continuous education

Reuse existing technology solutions before buying new, buy before build

### Secure Vermont's Data

Security is everyone's responsibility

Data, not systems, is our most important asset

### Develop Strategic Partnerships

Focus efforts on implementing applications used across the Enterprise as preferred to the development of similar or duplicative applications. Utilize, leverage and consolidate application and servicing licenses where and when possible. Collaborate with business groups to identify areas where disruptive technologies will impact the business.

### Leverage Cloud Services

Aggressively support and drive the State of Vermont's Software as a Service First and Preferred Cloud services strategies. Where and when possible, technology services (applications, systems, and data) should virtualize resource allocation and leverage cloud computing. Services should abstract resource allocation and avoid the tight binding of its resources to owners of the service.

### IT and Business Alignment

Information management decisions are to be made under the business alignment perspective to generate maximum benefits for Agencies and the State as a whole. IT must direct its processes towards the business goals of Agencies and the State. IT architecture must implement a complete IT vision that is focused on business. Application development priorities must be established by and for the entire state. Application components must be shared among all areas of the Agency and the State when capable.

### Federated Support Model (FSM)

An operational framework designed to carry out the State's IT strategy using a federated approach utilizing layers of system administrator roles and responsibilities with strong governance. The Federated Support Model is designed for continuous improvement and flexibility as strategic initiatives evolve. With clarity on roles and responsibilities, reporting structure, and standard policies and procedures, efficiencies will be maximized. The Federated Support Model will be adapted to each new solution and training will be provided to each identified system administrator, specific to their role within the reporting structure of ADS. ADS will develop the capacity to onboard new business units internally thereby reducing the resources needed to contract with external vendors. Resources are required to execute pre-implementation planning activities at an enterprise level, which will include proof-of-concept projects.

## For More Information

See the ADS website at <http://digitalservices.vermont.gov/>

See the EPMO website at <http://epmo.vermont.gov/>.

General project inquiries should email [ads-epmo@vermont.gov](mailto:ads-epmo@vermont.gov)

Acting EPMO Director: [Stacy.Gibson-Grandfield@vermont.gov](mailto:Stacy.Gibson-Grandfield@vermont.gov)