

Integration Management Council Meeting (IMC) –
08/18/05



Tom Gallagher
Chief Financial Officer



Meeting Name:	Integration Management Council
Date:	Thursday, August 18, 2005
Time:	10:00 am – 11:45 am
Location:	Shared Resource Center, Room 124, 2585 Shumard Oak Boulevard, Tallahassee, Florida
Requestor:	Scott Ward & Donna Vollertsen

Attendees

Name	Company/Agency
Herb Fillyaw	Aspire/State Project Director
Donna Vollertsen	Aspire/Deputy State Project Director
Scott Ward	Department of Financial Services
Angela Boyer	Agency for Workforce Innovation
Elisa Durfee	Aspire/Organizational Change Management Group/Communications
Matt Kirkland	Department of Health
Charles Ghini	Aspire/Technical Group
Alexandra Weimorts	Department of Education/Agency Advocate
Gary Hill	Department of Community Affairs
Chris Noel	Department of Financial Services
Carl Wearthington	Fish & Wildlife Conservation

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Name	Company/Agency
Sherry Allen	Department of Highway Safety and Motor Vehicles
Anita Collins	Department of Agriculture and Consumer Services
Pam McGinnis	Department of Business and Professional Regulation
Rebecca Smid	Department of Elder Affairs
Keith (Kit) Goodner	Department of Health
Bruce Wolin	Aspire/Technical Group
Felix Adams	Department of Community Affairs
Raymond Marsh	Department of Highway Safety and Motor Vehicles
Scott McPherson	Chairman CIO Council
Jennifer Rocks	Aspire/Organizational Change Management Group
Deborah Stevens	Department of Financial Services
Kyong-A Minter	Aspire/Department of Education Advocate
Juan Mestre	Department of Transportation
Robert Altavilla	Aspire/Technical Group
Don Northam	Aspire/Agency Integration
Scott Lee Brown	Aspire/Project Management Office
Anton Hurst	Department of Revenue

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Name	Company/Agency
Mike Phinazee	Department of Management Services
Angelica Otero	Department of Transportation
Rhonda Vause	Department of Corrections
Elwood McElhaney	Aspire/Department of Children and Families
Trish Young	Department of Health
Linda Willis	Florida Department of Law Enforcement
Mike Wolfe	Department of Children and Families
Jon Winter	Department of Education
Demarco Speight	Aspire/Project Management Office

Work Products Reviewed:

- Agency Shadow Systems and Agency Business System and Aspire Technical Integration with Agencies: Transaction History Architecture presentations.



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Transaction_History_
Presentation.pdf

Agenda:

- Opening Remarks – *Herb Fillyaw*
- Shadow System and Agency Business System: What’s the Difference? Why Does It Matter? – *Don Northam*

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- Aspire Technical Integration Issues – *Charles Ghini*
 - *Transaction History*
- Next Meeting – *Scott Ward*

DECISIONS:

- **Decisions Made:** N/A
- **Decisions Pending:** N/A

DISCUSSION

- Scott Ward began the meeting by distributing a draft of the Agency Remediation Dashboard, and asked if the council would review them and provide feedback.
- Herb Fillyaw stated that the Agency Integration Workstream has been officially created and is headed by Don Northam. He further stated that the new workstream can reach into any part of the Project and get what ever an agency needs, through a proactive approach.
 - **Scott McPherson, CIO Council Chairman**
- Don Northam introduced Scott McPherson, Chairperson of the CIO Council. The 2005-2006 Appropriation Act assigned to the State Agency CIO Council the responsibility to review and make recommendations on agency requests for funding – this fiscal year –to modify business systems that must continue to operate when FLAIR is replaced by Aspire. He provided some background information to IMC Members on the process and timeline the CIO Council will use to carry out this assignment. His remarks are summarized as follows:
 - Funds in the amount of \$4.8 million have been appropriated for this purpose.
 - The release of these funds will be reviewed by the Executive Office of the Governor (EOG) and authorized by the Legislative Budget Commission (LBC).
 - Agencies that submitted business cases for this purpose in October 2004 should review, revise if necessary, and then resubmit them to the CIO



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Council if they determine that funding is still required and they intend to seek an appropriation from the LBC.

- The CIO Council will employ a process based upon a similar one used to address the Y2K issue in 1999.
- The three primary eligibility criteria for these funds has been specified in the Appropriation Act:
 1. Finance & accounting system functionality
 2. Critically needed by the agency
 3. Not provided in Aspire
- The CIO Council’s review will be completed by early November in anticipation of a December LBC meeting
- Raymond Marsh explained that last year agencies asked for more \$11 million to complete system remediation but the legislature has only appropriated \$4.8 million, which is substantially less. Consequently, agency requests will have to make a compelling case to justify their requests and satisfy the guidelines for submission that the CIO Council will soon distribute. Scott McPherson assured the IMC members that this will be thorough and fair.
- Angela Boyer, Agency for Workforce Innovation, asked if agencies could pay for their own remediation and if so what the process would be. Scott McPherson replied that the CIO Council has no role in what an agency does apart from submitting funding requests to the LBC.
- Alexandra Weimorts, Department of Education – Aspire Advocate, asked that if multiple agencies need a business system such as inventory, how the CIO Council will handle this. Don Northam replied that, in that case, it might be more cost efficient to modify Aspire system functionality than to have multiple agencies make similar modifications to their individual business systems.
 - **“Shadow Systems and Agency Business System”** – Don Northam
- Don delivered a presentation titled, “Shadow Systems and Agency Business Systems – What’s the Difference and Why Does it Matter?”
- This presentation elaborated upon the remarks made by Scott McPherson, including the text of the Appropriations Act and the following two definitions:



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- SHADOW SYSTEMS
- “Those systems that deliver redundant functionality at an agency level that, although critical to the operation of the business, can be replaced by the functionality of the new Aspire system.”
- AGENCY BUSINESS SYSTEMS
- “Those systems that deliver core business functionality to an agency that is critical to the operation of the business, but are not redundant, duplicative shadow systems.”
 - **“Aspire Technical Integration with Agencies”** – Charles Ghini
- Charles Ghini went through “Aspire Technical Integration with Agencies” presentation and entertained questions.
- Kyong-A Minter, Department of Education – Aspire Advocate asked if the Aspire transaction history was a daily transaction. The answer was yes it is daily.
- Angela Boyer, Agency for Workforce Innovation, asked will access to transaction history be to individual agency’s data or to everyone’s data, specifically as it relates to grants. Question is tabled and will be addressed in workshop concerning transaction history.
- Trish Young, Department of Health, asked which table grouping salary detail would be categorized under. Charles Ghini replied that this would be discussed in greater detail as part of the workshop on Aspire transaction history.
- Alexandra Weimorts, Department of Education – Aspire Advocate, asked about chart field attributes and how they would be handled. Charles Ghini replied that this issue is currently being worked out.
- Mike Wolfe, Department of Children and Families, asked if transaction history would come from FTP servers. This lead to a discussion concerning pushing and pulling data and synchronization of extract files as to when new data is available. The reply was yes transaction history would come from FTP servers, and a schedule needs to be determined as to when the file is complete. Exactly how this will work is currently being worked out.
- Rhonda Vause, Department of Corrections, asked if transaction history data, such as purchase orders and requisitions, was from Aspire or MFMP. Charles Ghini replied that data from MFMP would be available to the extent that it came over to Aspire.

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- An attendee asked if labor distribution and payroll distribution would be resurrected as part of the remediation effort. See action item below.
- Scott Ward adjourned meeting.

ACTION ITEMS:

Action	Responsible	Priority	Due Date
If agencies would like, the Tech team will set-up a workshop to address questions concerning Aspire transaction history.	Charles Ghini	High	TBD

Document Version Control

Version Number	Release Date	Version Number Description	Description of Changes
1	08-18-05	DRAFT	Demarco J. Speight
2	09-01-05	FINAL	Edits by Don Northam