



VOTEWA PROJECT

Executive Sponsor: Mark Neary, Assistant Secretary of State

Project Executive Steering Committee: Brenda Chilton (Benton County), Diana Bradrick (Whatcom County), Greg Kimsey (Clark County), Heidi Hunt (Adams County), Julie Anderson (Pierce County), Julie Wise (King County), Skip Moore (Chelan County), Vicky Dalton (Spokane County), Lori Augino (OSOS) Mark Neary (OSOS), Mike Huntley (OSOS), Stuart Holmes (OSOS), Garth Johnson (OCIO)

Project Owner – Business: Lori Augino, Elections Division Director

Project Owner – Technical: Mike Huntley, Chief Information Officer

Senior Project Manager: Tim Graden, IT Project Manager



Status	Scope	Schedule	Budget	QA Assessment March - April 2020 Review Period
				OCIO Project Dashboard
Scope	<p>The Office of Secretary of State has advised the Office of the Chief Information Officer (OCIO) of the following adjustment to the Elections Modernization Project (EMP)- VoteWA project investment plan of 5/23/2018.</p> <p>These actions are being taken due to the decision to move Go-Live from April, 2019 to June, 2019. With that decision by the ESC several items of project scope were deferred until after Go Live and an initial optimization and stabilization period. These items were determined to be non-Minimum Viable Product (M.V.P.) critical functionality and were deferred to post M.V.P. Go-Live in order to reduce risk to the project schedule at that time. The planned official Project End Date is now 6/30/2020.</p>			
Schedule	<p>Maintenance and Support started on 5/1/2020. Project is tracking on schedule for all other close-out activities, including the implementation of the fail-over environment at the State Data Center by 6/30/2020.</p>			



<p>Budget</p>	<p>Original Project Budget: \$9,483,000 Current Project Budget: \$9,483,000 Fund Source(s): IT Pool: \$5,883,000 (spent) + \$3,600,000 HAVA 1</p> <p>The total budgeted resources of \$9,483,000 will not change due to efficiencies. The planned in-kind resources needed to extend the project timeline are projected to be covered by the existing OSOS Maintenance and Operations allocations. These additional costs are projected to be \$66,270 for two resources, the Product Owner and the Technical Lead.</p> <p>Please see additional budget details regarding VoteWA Spend to Date at the end of this report.</p>
<p>Accomplishments 6/01/2020 – 6/05/2020</p>	<p>Recent accomplishments include:</p> <ul style="list-style-type: none"> ○ Release 1.14 deployed to PROD on 6/1 ○ BPro finished development work for Sprint 1.15 and demonstrated completed items in Review Meeting on 6/3 <ul style="list-style-type: none"> ▪ Release 1.15 deployed to QA ▪ State and county users starting testing Release 1.15 in QA, planned to run through 6/10 ○ BPro and Product Owner reviewed, refined and selected Backlog items for Sprint 1.16 in Planning Meeting on 6/3 <ul style="list-style-type: none"> ▪ BPro started development work for Sprint 1.16, planned to run through 6/16 ○ OSOS imported NCOA data from ERIC reports into VoteWA work queues ○ IT Discovery and Technical Implementation <ul style="list-style-type: none"> ▪ VoteWA IT Lead requested assistance from Senior Project Manager to organize meetings with counties who are purchasing and installing new mail sorters <ul style="list-style-type: none"> ▪ Senior Project Manager reached out to the following counties that are known to be receiving mail sorters in the next few weeks and into July: <ul style="list-style-type: none"> • Whatcom (Amy Grasher) - OSOS IT team already working with them, follow-up planning meeting to be scheduled • Mason (Paddy McGuire / Fina Ormond) – OSOS will schedule planning meeting • Chelan (Skip Moore) – OSOS reached out, will follow-up to schedule planning meeting • Island (Sheila Crider) – Sheila reached out to county IT about availability so OSOS can schedule planning meeting • Franklin (Ashley Heyen) – OSOS scheduled planning meeting with county Elections and IT, OSOS IT, and Runbeck



	<ul style="list-style-type: none"> • Grays Harbor (Joseph MacClean) – will not be setting up sorter immediately, will reengage after August Primary to schedule planning meeting ▪ OSOS IT has routine infrastructure maintenance planned for Saturday, 6/6 ▪ OSOS IT continues to monitor performance index tools to be able to respond to any anomalies in a timely manner ▪ VoteWA IT Lead met daily with SOC ▪ VoteWA IT Lead updated TFS technical tickets with details to help BPro complete development work ○ Accessibility and Usability <ul style="list-style-type: none"> ▪ Anthro-Tech previously provided mock-up recommendations for Ballot Setup and Signature Verification screens, packaged with Voter Registration mockup recommendations and style guide documentation <ul style="list-style-type: none"> ▪ TFS items created for Anthro-Tech recommendations and items being prioritized into regular Backlog Grooming / Sprint Planning meetings ○ Petitions <ul style="list-style-type: none"> ▪ OSOS and Runbeck met to discuss Petitions workflow documentation ▪ VoteWA Support Petitions SME and OCM Lead worked with Runbeck to ensure R90 petitions template deployed and working as expected in PROD ▪ VoteWA Project team and VoteWA Support continues to review release notes for petitions items / confirmation of status regarding open TFS / development tickets ▪ VoteWA Support and VoteWA Project Team will continue to work with Team BPro to identify existing user stories / TFS tickets and all new requirements to be integrated into upcoming sprint cycles for VoteWA enhancements ○ OCM activities <ul style="list-style-type: none"> ▪ Multiple routine voice-to-voice stakeholder feedback loops and progress reporting sessions continue among OSOS staff, VoteWA Project Team, and includes county and vendor representatives ▪ Weekly extract of the current development backlog list is posted to ServiceNow Knowledge Base to ensure stakeholders can review and provide input for future VoteWA enhancements ▪ VoteWA Project team and functional leads continue to develop project strategic roadmap ▪ VoteWA Support team continues editing user manual ▪ OSOS executing contingency plans to ensure compliance with COVID-19 response and continued progress of VoteWA project
<p>Continued/New Issues Requiring Management Involvement</p>	<p>QA Oversight Project Close-out of VoteWA Build and Implementation Phase.</p>



VoteWA Spend to Date Information:



