Information Technology Capital Investment Program

Project Status Report

To: Information Technology Strategy and Investment Committee
John Vittner, Office of Policy and Management

From: Kristin Karr, Administrative Law Information Systems Manager

Email: kristin.karr@ct.gov

Agency: Secretary of the State
Project: Connecticut eRegulations System Enhancements

Project Manager: Kristin Karr

Reporting Period: Project Inception through 12/31/2019

Total Funds Requested: $752,700

Total Funds Allotted to Agency: $752,700

Accumulative Total Capital Fund Expenditures to Date: $752,700

Brief Project Description/Summary:

This project involves enhancements to the Connecticut eRegulations System that are expected to: 1) ease the agency regulation-making process by replacing a problematic drafting software and streamlining the workflow; 2) improve the public web portal with additional data, links, and updated design; and 3) update system administration tools for more efficient management of the system.

Summary of Progress Achieved to Date:

We have completed more than 3/4 of the total project work. Specifically, we are in the final testing phase for the replacement of drafting software, which is the greatest share of the enhancement work and anticipated to have the greatest business impact across agencies. Regarding other enhancements to the system, we have completed about 85% of the work, which has included improvements to BM Case Manager inclduing additional admin tools; increased search functionality for the public access portal; and workflow updates for agency users.

Issues and Risks:

We remain approximately 9 to 10 months behind schedule. There was some administrative delay in bringing a new sub -vendor on board as well as resources allocated to the SOTS agency move for the past several months. Another factor had been BEST's upgrade to FileNet 5.3 involving a re-prioritization of resources for several months. Our vendor Fairfax had been allocating more resources to the project to keep us moving forward, however some of those resources needed to be pulled away again. Notably, we have remained within budget.

Next Steps & Project Milestones:

We are focusing on completing the software replacement workflow, projected rollout for end of March. We will then finish up the remaining few items of project work as soon as we can, projected end ofApril 2020