DE22003 Child Care Electronic System

State of Arizona – DES DCC

Change Request

ITAC - April 19, 2023

DEPARTMENT OF ECONOMIC SECURITY
Your Partner For A Stronger Arizona

Agency Vision
All Arizonans who qualify receive timely DES services and achieve their potential

Agency Mission
DES will ensure the strength and economic stability of Arizona by providing timely, temporary benefit assistance, and aid to vulnerable, qualifying Arizonans.

Project Team Introduction

- Mark Darmer - Chief Information Officer, Assistant Director, DTS

- Lela Wendell - Assistant Director, DCC

- Yolanda Roberts - Deputy Assistant Director, DCC

- Eduardo Colin - IT Administrator, DCC

- Clayton Sikes - Deputy CIO, Chief of IT Operations, DTS

Project Introduction

Date/high-level overview of the approved original project investment justification (PIJ):

On *12/15/2021,* ADOA ASET approved the original project investment justification (PIJ) to procure the *Child Care Electronic System* solution.

This solution:
- *Improves the timeliness, accuracy and audit trail of time and attendance tracking data using automation.*
- *Decreases the administrative burden on state agency staff by reducing manual paper processes.*
- *Lessen the burden of manual paper processes for child care providers.*
- *Improves opportunities to engage and enroll more child care providers.*
- *Increases customer service, communication and convenience for the parents with children in our program through automation.*
- *Increases fiscal accountability, fraud detection and prevention efforts using authentication features and reviewable audit trail.*
- *Enhances monitoring of child to staff ratio compliance in licensed child care facilities.*
- *Enhances child safety, improve location efforts in child care settings in the event of an emergency.*

The original PIJ spanned *01/18/2022 - 04/28/2023* and had development costs of *$4,636,816.*

Project Change Request Overview

What in the PIJ is changing?:

☑ Timeline
- From 04/28/2023 to 06/30/2023

❏ Scope
- Descoping ____ and/or Adding ____

❏ Budget
- From $____ to $____

What initiated this change?:

- *The non project related Statewide Exela printing issue required the project resources to be reallocated, delaying development on this project.*
- *There have also been 8 high-priority initiatives approved that required resources to be temporarily reallocated.*
- *The lack of technical resources to cover both production and project work.*
- *Technical issues with file transfer errors during development/testing.*

Financial Impact

Change in Project Financials

- No change in scope
- No change in budget cost
- The Department will use available APF funds through 6/30/23 for payment of invoices for project work completed by 6/30/23.
- DES is currently working with OSPB and JLBC on an extension of the APF appropriation authority.
- The next slide shows the anticipated timeline for what will be completed by 6/30/23 and the additional work needed if the APF extension is approved.
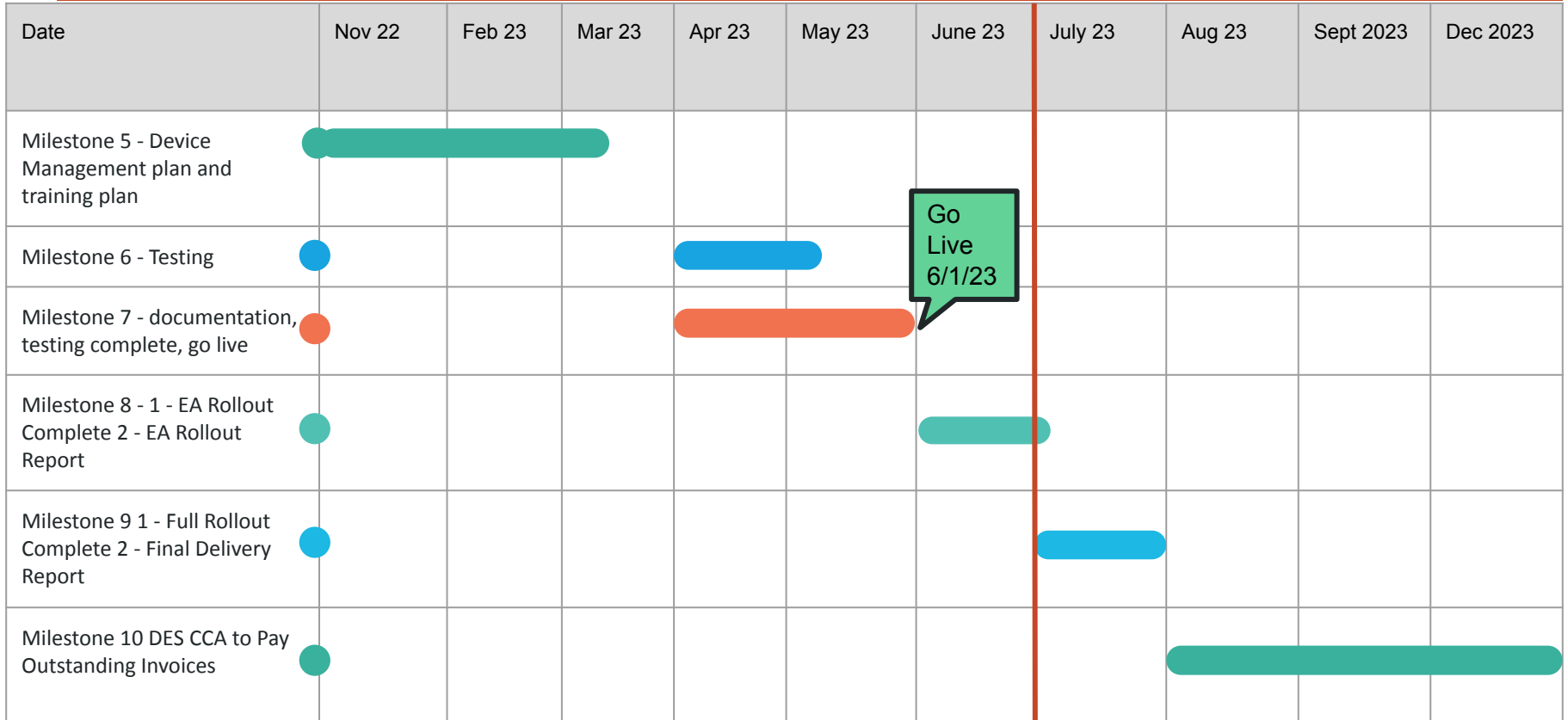
Revised Project Timeline

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TECHNOLOGY

Identify any change in timeline and possible benefits:

Milestone Name	Milestone Health	% Complete	Original Start Date	Original End Date	Revised Start Date	Revised End Date
Milestone 1 - Project Plans update and review		100	01/03/2022	02/28/2022		
Milestone 2 - Design and Training Plan		100	03/01/2022	03/15/2022		
Milestone 3 - configuration, Training plans, documentation		100	03/16/2022	03/31/2022		
Milestone 4 - Interface and testing plans		100	04/01/2022	04/30/2022		12/23/2022
Milestone 5 - Device Management plan and training plan		100	05/01/2022	05/31/2022	11/28/2022	03/13/23
Milestone 6 - Reports for the following: Interfaces Testing, QA, UAT, FIT Plan, DCC staff trained		20	06/01/2022	06/30/2022	04/01/23	05/12/23
Milestone 7 - documentation, EA Training report, go live		0	07/01/2022	07/31/2022	04/01/23	06/01/23
Milestone 8 - EA Rollout Complete, EA Rollout Report		0	08/01/2022	09/30/2022	06/01/23	07/07/23
Milestone 9 Full Rollout Complete, Final Delivery Report		0	10/01/2022	12/31/2022	07/03/23	08/01/23
Milestone 10 DES DCC to Pay Outstanding Invoices		0	01/01/2023	03/31/2023	08/01/2023	12/29/2023

Remaining Project Timeline

Revised timeline for Solution - CCES

Date	Nov 22	Feb 23	Mar 23	Apr 23	May 23	June 23	July 23	Aug 23	Sept 2023	Dec 2023
Milestone 5 - Device Management plan and training plan										
Milestone 6 - Testing										
Milestone 7 - documentation, testing complete, go live										
Milestone 8 - 1 - EA Rollout Complete 2 - EA Rollout Report										
Milestone 9 1 - Full Rollout Complete 2 - Final Delivery Report										
Milestone 10 DES CCA to Pay Outstanding Invoices										

Go Live 6/1/23

End of Current APF Funding is 06/30/23

Q & A Session