Houston Information Technology Services (HITS)

Transportation, Technology and Infrastructure Committee,
March 10th, 2015 – 10am

AGENDA

» **CSMART**

> **Major Milestone Update**

> **Go-Live High Level Schedule & Plan**
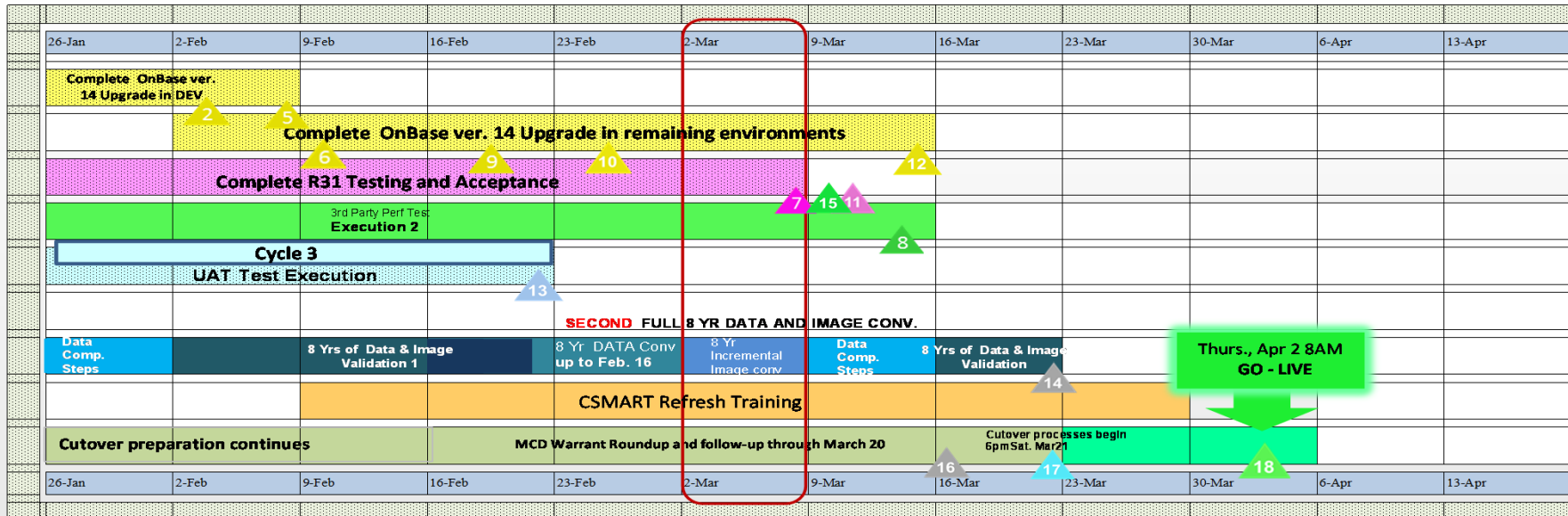
> **Impacts & Workarounds**

> **Interesting Stats...**
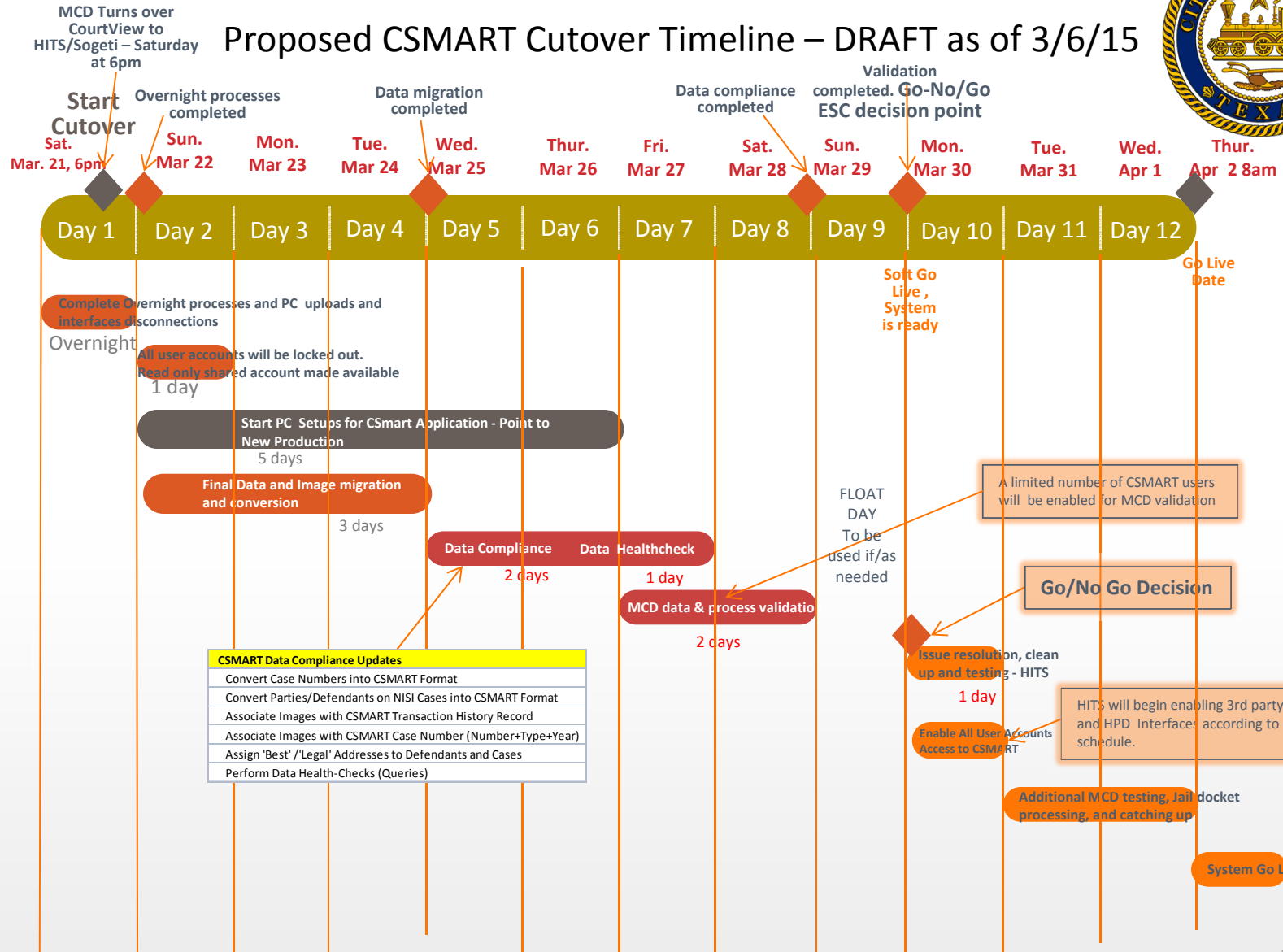
» **Questions**

Major Milestone Update

CSMART UPDATED MILESTONE CHART AS OF MAR 6, 2015

#	Date		Description	Status
1	Wed., Jan. 14, 2015	✓	Complete Analysis of UAT defects and plan for scope in next UAT build	COMPLETED
2	Wed, Feb 4, 2015	✓	Complete setting up New DEV env @ Cyrus One with Onbase V14 & CSMART latest build.	COMPLETED
3	Fri., Jan. 16, 2015	✓	UAT build (includes fixes for 58 of 74 UAT-related defects)	COMPLETED
4	Tues., Jan. 20, 2015	✓	UAT cycle 3 starts COMPLETED	
5	Tues., Feb 10, 2015	✓	Complete Unit testing, QA functional testing, and COH testing of Onbase V14 COMPLETED	
6	Tues., Feb 10, 2015	✓	Onbase V14 upgrade Go/ No Go decision COMPLETED - DECISION IS GO	
7	Fri., Mar. 6, 2015	✓	All R31 complex defects have been included in the March 6 Software Build and are ready for POs validation	COMPLETED
9	Wed. Feb. 18, 2015	✓	Complete Onbase V14 upgrade and smoke test in New DEV01 and DEVRC1 environments @ CyrusOne	COMPLETED
13	Fri., Feb. 20, 2015	✓	Planned completion date for User Acceptance Testing COMPLETED	
10	Wed., Feb 25, 2015	✓	Complete Onbase V14 upgrade and smoke test in New QA environment @ Fannin COMPLETED	
11	Tues., Mar.10, 2015		Planned date to accept Release 31 and approved CRs by POs and PDOs.	
15	Tues. Mar. 10, 2015		Golden Copy of CSMART for Go-Live	
8	Thur., Mar. 12, 2015		Third Party Performance Testing Completed on Production Environment	
12	Fri., Mar. 13, 2015		Complete Onbase V14 upgrade and smoke test in PROD environment @ Fannin	
16	Mon. Mar. 16, 2015		Final Cutover plan w/ detailed schedule, tasks and responsibilities reviewed and accepted by CoH	
14	Fri., Mar. 20, 2015		8-year Data Validation Completed	
17	Fri., Mar. 20, 2015		Complete all processes and associate with Warrant Round-Up collections and reporting	
18	Thur., Apr 2, 2015		Begin MCD Operations using CSMART Application	

Go-Live High Level Schedule & Plan

Proposed CSMART Cutover Timeline – DRAFT as of 3/6/15

MCD Turns over CourtView to HITS/Sogeti – Saturday at 6pm

Overnight processes completed

Data migration completed

Data compliance completed

Validation completed. Go-No/Go ESC decision point

Start Cutover

Sat. Mar. 21, 6pm	Sun. Mar 22	Mon. Mar 23	Tue. Mar 24	Wed. Mar 25	Thur. Mar 26	Fri. Mar 27	Sat. Mar 28	Sun. Mar 29	Mon. Mar 30	Tue. Mar 31	Wed. Apr 1	Thur. Apr 2 8am
Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10	Day 11	Day 12	

Soft Go Live , System is ready

Go Live Date

Complete Overnight processes and PC uploads and interfaces disconnections

Overnight

All user accounts will be locked out. Read only shared account made available

1 day

Start PC Setups for CSmart Application - Point to New Production

5 days

Final Data and Image migration and conversion

3 days

FLOAT DAY To be used if/as needed

A limited number of CSMART users will be enabled for MCD validation

Data Compliance   Data Healthcheck

2 days   1 day

MCD data & process validation

2 days

CSMART Data Compliance Updates
Convert Case Numbers into CSMART Format
Convert Parties/Defendants on NISI Cases into CSMART Format
Associate Images with CSMART Transaction History Record
Associate Images with CSMART Case Number (Number+Type+Year)
Assign 'Best' /'Legal' Addresses to Defendants and Cases
Perform Data Health-Checks (Queries)

Go/No Go Decision

Issue resolution, clean up and testing - HITS

1 day

HITS will begin enabling 3rd party and HPD Interfaces according to agreed schedule.

Enable All User Accounts Access to CSMART

Additional MCD testing, Jail docket processing, and catching up

System Go Live

4

Impacts & Workarounds

» Impact analysis continues through Go Live

» Utilizing Feature/Functionality Daily Defect Triage

» Validating and Prioritizing each defect to determine business and public impact

» Implementing the most efficient workaround methodology to ensure and maintain a high level of service

Interesting Stats....

Stats associated with the last two years

» 8.6M Cases Converted

» 68M Associated Images Converted

» 819 Test Scripts for User Acceptance Testing were designed and approved by Courts personnel to specifically test features they considered most important for Court operations

» More than 900 MCD, City and HPD Personnel have successfully completed CSMART Training

Questions