DE22003 DERS Child Care Attendance Tracking Solution

State of Arizona – DES DCC

Change Request

ITAC - November 15, 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

Roles Present at ITAC

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

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

- Yolanda Roberts - Deputy Assistant Director, DCC

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 *$2,532,813.00*

Project Change Request Overview

What in the PIJ is changing?:

- ✓ Timeline
  - ○ End date extended from 01/29/24 to 04/30/24
- ❏ Scope
  - ○ Descoping ____ and/or Adding ____
- ❏ Budget
  - ○ From $____ to $____

What initiated this change?:

- *This change is due to ongoing technical issues with the API integration between the vendor and third party software company. DES has submitted attendance records for June, July, August and September 2023. Each month has required manual fixes to process the attendance records. Further rollout is on hold until an error free acceptance of attendance records is achieved. No change to Scope or Budget.*

Revised Project Timeline

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		100	06/01/2022	06/30/2022	04/01/23	05/12/23
Milestone 7 - documentation, EA Training report, go live		100	07/01/2022	07/31/2022	04/01/23	07/12/23
Milestone 8 - EA Rollout Complete, EA Rollout Report		100	08/01/2022	09/30/2022	06/01/23	08/07/23
Milestone 9 NCRP training materials (QRCs and Webinars)		60	10/01/2022	12/31/2022	07/03/23	12/29/23
Milestone 10 NCRP and DCC staff training, Go Live, NCRP Rollout Report		0			01/01/24	04/30/24
Milestone 11 - Final Payment of Invoices		0			04/01/24	04/30/24

Remaining Project Timeline

Revised timeline for Solution - CCES

Date	July 23	Aug 23	Sept 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24
Milestone 9 - NCRP Training Materials (QRCs and Webinars	████	████	████	████	████	████						
Milestone 10 - NCRP and DCC Staff Training, NCRP Rollout Report							████	████	████	████		
Milestone 11 - Payment of Invoices										████		

Q & A
Session