

## IT Monthly Status Report

Date: 14-Dec-22  
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Initiative	Priority	Project Start Date	Project Name	Status Last change date	Status Description	Target Completion Date	Customer Contact	Assigned PM	Notations, variances or Comments
61	Medium	5/2/2022	Implement Document Repository (FileNet) for LAB Final Records	Planning - 11/29/2022	Project kickoff meeting took place on 11/28/2022 and the project planning is in process	TBD	Srividhya Ramamoorthy	Shabab Shams	None
147	High	7/30/2021	Upgrade FileNet	Closure - 12/05/2022	<b>Upgrade has been completed</b>	12/16/2022	Dean Wyley	Dan Boulger	Extending completion date by two weeks so IT resources can be available for a two-week, post-userade warranty period.
157	Medium	3/1/2022	2019 SharePoint Intranet Sites upgrade	Closure - 12/11/2022	<b>Upgrade has been completed</b>	12/29/2022	Jeff Vail	Cassandra Kline	Extending completion date by two weeks so IT resources can be available for a two-week, post-userade warranty period.
166	High	1/4/2021	Upgrade SASD Maximo eco system	Execution - 11/01/2021	TEST has been fully migrated to the physical SQL cluster. Validation of TEST on the new cluster is 70% and is on track to be completed by first week of January. Expecting UAT to be completed and signed off by Don Keene and UAT team by 12/16/2022. PROD environment is being built out ahead of schedule. Everything is tracking for our expected Go Live at the end of February.	2/28/2023	Luisa-Maria Gomez	Vu Pham	None
191	High	8/2/2021	Sunset IE Support	Planning - 09/01/2022	The first phase was rolled out on 10/12/2022 which defaulted to the Edge browser and pushed out the Edge configuration for the outstanding apps that still require Edge compatibility mode or IE redirect. The rollout did encounter unforeseeable issues due to personal settings and profiles of District staff. The help desk staff along with Tina Cady worked tirelessly to identify a root cause and rolled out a fix that appears to have limited further reported incidences. Now that the first phase is in a steady state, the project has been moved back to the execution phase to work on the outstanding links for remediation as they can be worked on by technical staff with timesheets being the first application to be addressed. Will be working with customers to identify the list of issues that have been identified when using timesheets on Edge.	6/30/2023	Dan Boulger	Kerri Stewart	The target date is changing due to the number of links that will need remediation in this project. The timesheet application was reviewed by technical staff and it was determined that the remediation for the single application, to work in Edge, would be a large effort of 200+ hours. The goal has been redefined to fix specific issues instead reworking the entire application. However there are 30 more applications that need to go through this evaluation of identifying the specific issues and getting them resolved. There's also limited technical staff to complete the remediation.
170	Medium	3/16/2022	Migration to Atlassian Cloud	Execution - 10/21/2022	Test Migration #1 is underway with estimated completion date of 12/16/2022. Test Migration #2 is scheduled to begin on 12/19/2022 with an estimated completion date of 01/31/2023. Start of final migration is scheduled to begin 03/2023. Final migration date is TBD.	4/28/2023	Jeff Vail	Liz White	Extending completion date by 60 days to address unexpected problems discovered during Test migration #1 and to include 30 days warranty period after the project has been completed
195	Medium	5/20/2022	Develop RFP for ERP system	Initiation - 05/20/2022	Meeting between IT and Soft Resources (Consultant) was conducted on 12/12/2022. Meeting with GM/CEO is scheduled for 12/19/2022 for Soft Resources. The kick off meeting between the consultant and stakeholders has been scheduled for January 5, 2023.	11/17/2023	Matt Doyle	Arshad Waheed	None
198	High	10/18/2022	Implement LIMS Instrument Interface	Initiation - 11/29/2022	Project Charter has been completed and is waiting for approval of Srivi so that the kick off meeting of stakeholders can be scheduled	TBD	Srividhya Ramamoorthy	Shabab Shams	None.
199	Medium	11/22/2022	Consolidated SacSewer/Regional San Web Content Management System (WCMS)	Initiation - 12/12/2022	Project charter is being prepared for approval of the stakeholders	TBD	Nicole Coleman	Liz White	None
200	Medium	12/13/2022	Grant JIRA Access to CMMS to Support the Regional San Operations Business Systems Change Request Process	Ready to Initiate - 12/13/2022	Preparing to initiate the project	TBD	Dean Wyley	Phillip Agee	None
192	Medium	12/7/2022	Regional San Interceptor Documentation Migration to SASD Project	Initiation -12/09/2022	Project charter is being prepared for approval of the stakeholders	TBD	Amber Schalsansky	Shabab Shams	None

ITSD**	Priority	Eval. Start Date	ITSD Title of Request	Status	Status Description	Target Completion Date	Customer Contact	Assigned PM	Notations, variances or Comments
ITSD-6742	High	5/12/2022	Revise the IT Projects list Report	Completed	Completed and closed	N/A	Luisa-Maria Gomez and Thea Durbin	Shabab Shams	Successfully implemented
ITSD-12433	High	8/9/2022	Servers and vendor accounts for flow monitoring data analysis software	Waiting to initiate	This is a customer managed project. IT shall assist the customer with purchase of required servers and with the commissioning plan as soon as the project manager Don La Franchi has obtained security approval from Catherine Wild	TBD	Don La Franchi	Phillip Agee	Customer Managed project. Don La Franchi of SASD is the Project Manager who has to obtain security approval from Catherine Wild before IT can help order the equipment and help him with commissioning of servers
ITSD-11426	High	5/6/2022	LIMS Lab Instrument Interface Conversion	Closed/converted to initiative-198	Solution analysis was completed on 10/18/22. IT approval and ETSC approvals were obtained and the project has been initiated as initiative-198 as reported in the first section of this report.	Closed/ completed	Srivi Ramamoorthy	Shabab Shams	Project has been initiated as initiative-198
ITSD-13828	Medium	8/24/2022	Monday.com Project Management software Pilot project	Solution Analysis	The customer has decided to purchase the Monday.com software; Enterprise version and is waiting for the quotation from the vendor so that purchasing process can be initiated.	12/23/2022	Jennifer Weitz	Phillip Agee	The targeted completion of the ITSD has been delayed by 21 days because it is waiting on customer to make purchasing related decision before next steps can be taken.
ITSD-13726	Medium	10/6/2022	Grant JIRA Access to CMMS to Support the Regional San Operations Business Systems Change Request Process	Closed/converted to initiative-200	IT has completed the review and interactive demo of JIRA with the customer. The customer has approved to move forward on this project. High level requirements have been gathered by the assigned PM	12/13/2022	Thea Durbin	Phillip Agee	Project has been initiated as initiative-200
ITSD-11589	High	5/12/2022	Lab Final Records Repository in FileNet	Closed/converted to initiative-61	Solution analysis was completed on 09/15/22. IT approval and ETSC approvals were obtained and the project has been initiated as initiative-61 as reported in the first section of this report.	Closed/ completed	Srivi Ramamoorthy	Shabab Shams	Project has been initiated as initiative-61
ITSD-11431	Medium	8/16/2022	Confluence Grant management system	Solution Analysis	IT Needs Assessment document approved by Mike and Christoph for the Confluence Program has been provided to IT on 11/09/2022 by Carolyn Balazs with the request that meeting be set up in mid-December to discuss the document. Meeting has been confirmed for 12/28/2022	TBD	Carolyn Balazs	Shabab Shams	Solution analysis process was suspended until November 2022 per request from Carolyn Balazs who is the customer contact designated by Mike Huot.
ITSD-14134	High	9/16/2022	Assess off-the-shelf FileNet for reports W/O EDM/RDA	Solution Analysis	Functionality review with Fairfax has been completed and it has been determined that of the new version of FileNet 8.5 which has been implemented successfully on 12/06/2022 shall meet the requirements which are being currently addressed by EDM/RDA as EDM/RDA can be replaced with "out of box" user interface; ICN which shall require certain customization to be performed by Fairfax. The project manager has requested Fairfax to provide quotation and schedule.	12/30/2022	Thea Durbin	Shabab Shams	Waiting for Fairfax to provide quotation for customization services and schedule of delivery so that it can be presented for approval
ITSD-12235	Medium	5/12/2022	Add batch functionality features to RDA application	Waiting to initiate	ETSC approval was granted on 10/28/2022. The project team and the customer (Dean Wyley and the documentation team) are in process of determining if this project will be needed after upgrade of FileNet to the newest version.	TBD	Dean Wyley	Shabab Shams	None

\*\* Only those ITSDs are reported here which have been identified as a higher priority by the customer

