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| |  |  | | --- | --- | |  |  | | **Project Status Report**  Initiative-147: Upgrade FileNet 5.2.1.6  As of 04/04/2022 | **Project Manager:** Dan Boulger  **Project Sponsor:** Dean Wyley |

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| **Initiative Number:** 147 | | **ETSC Priority:** N/A | | **Project Scheduled Completion Date:** 09/02/2022 | | | **Project Lifecycle:** Planning | |
| **Project Description:** We are current on FileNet version 5.2.1.6. IBM won’t support this version past 04/30/2022. This project’s purpose is to upgrade to FileNet version 5.5.8. | | | | | | | | |
| **Scope:** | **GREEN = No issues** | | **Schedule:** | | **YELLOW = Significant Risks** | **Resources:** | | **GREEN = No issues** |

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| **Milestones** | **Start Date** | **Schedule End Date** | **Actual**  **End Date** | **% Complete** | **Actions/Comments** |
| Project initiation complete | 07/30/2021 | 09/09/2021 | 09/09/2021 | 100% |  |
| Project planning complete | 08/17/2021 | 03/03/2022 | TBD | 94% |  |
| Setup New Infrastructure | 01/20/2022 | 03/31/2022 | TBD | 92% |  |
| Upgrade development environment complete | 02/04/2022 | 04/19/2022 | TBD | 34% |  |
| Upgrade test environment complete | 04/20/2022 | 07/15/2022 | TBD | 0% |  |
| User Acceptance Testing (UAT) | 06/08/2022 | 07/12/2022 | TBD | 0% |  |
| Upgrade production environment complete | 07/18/2022 | 09/02/2022 | TBD | 0% |  |
| Project closure complete | 09/02/2022 | 09/19/2022 | TBD | 0% |  |

| **IT Task #** | **Completed Tasks This Reporting Period** | **Planned Activities for Next Reporting Period** | |
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|  | Completed FileNet test environment servers set up | | Complete FileNet development environment installation and configuration |
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| **Key Decisions** | **Decided by** | **Outcome** | **Status** |
| What version of FileNet will we upgrade to? | Dan Boulger | We will upgrade to FileNet version 5.5.8. | Closed |
| Should we cancel the sandbox environment | Dan Boulger | The purpose of the sandbox was to start testing before a contract could be executed. As it turns out, setting up the sandbox would have taken longer to complete than bringing in a vendor. Therefore, the perceived value in the sandbox was not realized. | Closed |
| Should we get vendor support to cover us during the upgrade period in which we will no longer be on IBM’s extended support? | Jeff Vail | Vendor support contract approved and going through purchase process. | Closed |
| Delays in Initiative-158 (Replace Silverlight) have delayed the completion of milestone “Upgrade development environment complete.” The vendor can work on the test environment before finishing the development environment upgrade. Should they do so? | Dan Boulger | Yes, we can continue work in test while the Initiative-158 blocker remains in place. | Closed |

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| **Key Risks** | **Probability** | **Impact** | **Status** |
| IBM will no longer support FileNet past 04/30/2022. We run the risk of having our extended support expire before the upgrade project is completed. Vendor support allows IT to call IBM for help resolving issues and get security patch updates. | High | ~~Moderate~~  Low | Open ~~– Installing and configuring a sandbox environment before the implementation vendor comes on board will allow us to work concurrently to the RFP process. This may speed up the project.~~  An approved vendor support contract lowers impact from Moderate to Low. |
| Scheduling conflicts with Initiative-158 (Replace Silverlight) may delay this project’s scheduled completion. | High | High | Open - The vendor for Initiative-158 missed a milestone that blocks progress on Initiative-147. The impacts to Initiative-147 milestones are be analyzed. Any updates will be reflected on the May status report. |
| Scheduling conflicts with Initiative-191 (Sunset IE Support) may delay this project’s milestones, including the scheduled completion date. | Low | High | Open |

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| **Key Issues** | **Impact** | **Priority** | **Status** |
| Delays in Initiative-158 (Replace Silverlight) have delayed the completion of milestone “Upgrade development environment complete.” | High | High | Open - The vendor for Initiative-158 missed a milestone that blocks progress on Initiative-147. The impacts to Initiative-147 “Upgrade development environment complete” milestones are be analyzed. Any updates will be reflected on the May status report. |
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