

Information Technology Capital Investment Program
Project Status Report

To: Information Technology Strategy and Investment Committee
John Vittner, Office of Policy and Management

From: Kristin Karr, Administrative Law Information Systems Manager

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Agency: Secretary of the State

Project: Connecticut eRegulations System Enhancements

Project Manager: Kristin Karr

Reporting Period: Project Inception through 12/31/2018

Total Funds Requested: \$752,700

Total Funds Allotted to Agency: \$752,700

Accumulative Total Capital Fund Expenditures to Date: \$752,700

Brief Project Description/Summary:

This project involves enhancements to the Connecticut eRegulations System that are expected to: 1) ease the agency regulation-making process by replacing a problematic drafting software and streamlining the workflow; 2) improve the public web portal with additional data, links, and updated design; and 3) update system administration tools for more efficient management of the system.

Summary of Progress Achieved to Date:

We have completed approximately 36% of the total project work. Specifically, we are 35% complete with the work to replace the drafting software, which is the greatest share of the enhancement work and anticipated to have the greatest business impact across agencies. Regarding other enhancements to the system, we have completed about 21% of the work, which has included the following items: IBM Case Manager upgrade; Quark publishing upgrade; new links and information added to the public access portal; and a new administrative tool. Additional items are in progress.

Issues and Risks:

We are approximately four months behind schedule. There was some administrative delay in bringing a new sub-vendor on board. Another factor has been the heightened time table for BEST's upgrade to FileNet 5.3 involving a re-prioritization of our resources for the last few months. However, in response our vendor has begun allocating more resources to the project to keep us moving forward in a timely manner. We remain within budget.

Next Steps & Project Milestones:

We are expecting to sign-off on the pilot phase for the drafting software replacement soon. This will jump start remaining project work.