

Joint Development and Implementation Advisory Workgroup

October 6th, 2017

1pm ET

Agenda

- ▶ Opening Welcome
 - ▶ Roll call and minutes
 - ▶ Membership
 - ▶ Project selection Process
- ▶ Project #1 - SmartyStreets Roll Out
- ▶ Project #2 - DQA Tool, Project Planning
- ▶ Wrap Up

SmartyStreets Roll-Out

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to dark navy blue. These shapes are primarily located on the right side of the slide, creating a modern, dynamic feel.

Jurisdictions Enrolled in Address Cleansing

- ▶ Alabama
- ▶ Alaska
- ▶ California
- ▶ Indiana
- ▶ Louisiana
- ▶ Maryland
- ▶ Michigan
- ▶ Puerto Rico
- ▶ Rhode Island
- ▶ Texas
- ▶ Washington

(as of 10/6/17)

28 Other Jurisdictions Have Expressed Interest in Address Cleansing

- ▶ We're working with:
 - ▶ Oregon
 - ▶ Oklahoma
- ▶ On deck:
 - ▶ Delaware
 - ▶ Hawaii
 - ▶ Kansas

Implementation Goals

10/1/17

- 15 IIS signed up

12/31/17

- 24 IIS signed up

3/1/18

- 32 IIS signed up

IIS Implementation Progression

Connect to
SmartyStreets

Bring the data
back into the
system

Cleanse
and/or
geocode data



Tools We'll Use to Grow



Inbound interest
Program managers
AIRA members



Enrollees
Prospects



SnapShots
Monthly update
Partner pubs



The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the left and right sides of the frame, creating a modern, dynamic feel. The central area is a clean white space where the text is placed.

Questions? Ideas?

Your feedback is welcome!

DQA Tool Project Planning

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the right side of the slide, creating a modern, dynamic feel.

Logistics Progress

1

Secured Board Approval of DQA Project - September 13th at in-person Board Meeting

2

Developed and continued to augment initial project plan

3

Scheduled initial project meeting with DQA Technical Management Group, to include JDI representation

- Friday, October 27th

4

Finalizing contract for consultant to fill coordinator and technical writer roles

- Targeted start date: Wednesday, October 18th

Continued Discussion – Planned Deliverables

Technical Deliverables

Code, license, user manual, implementation guidance

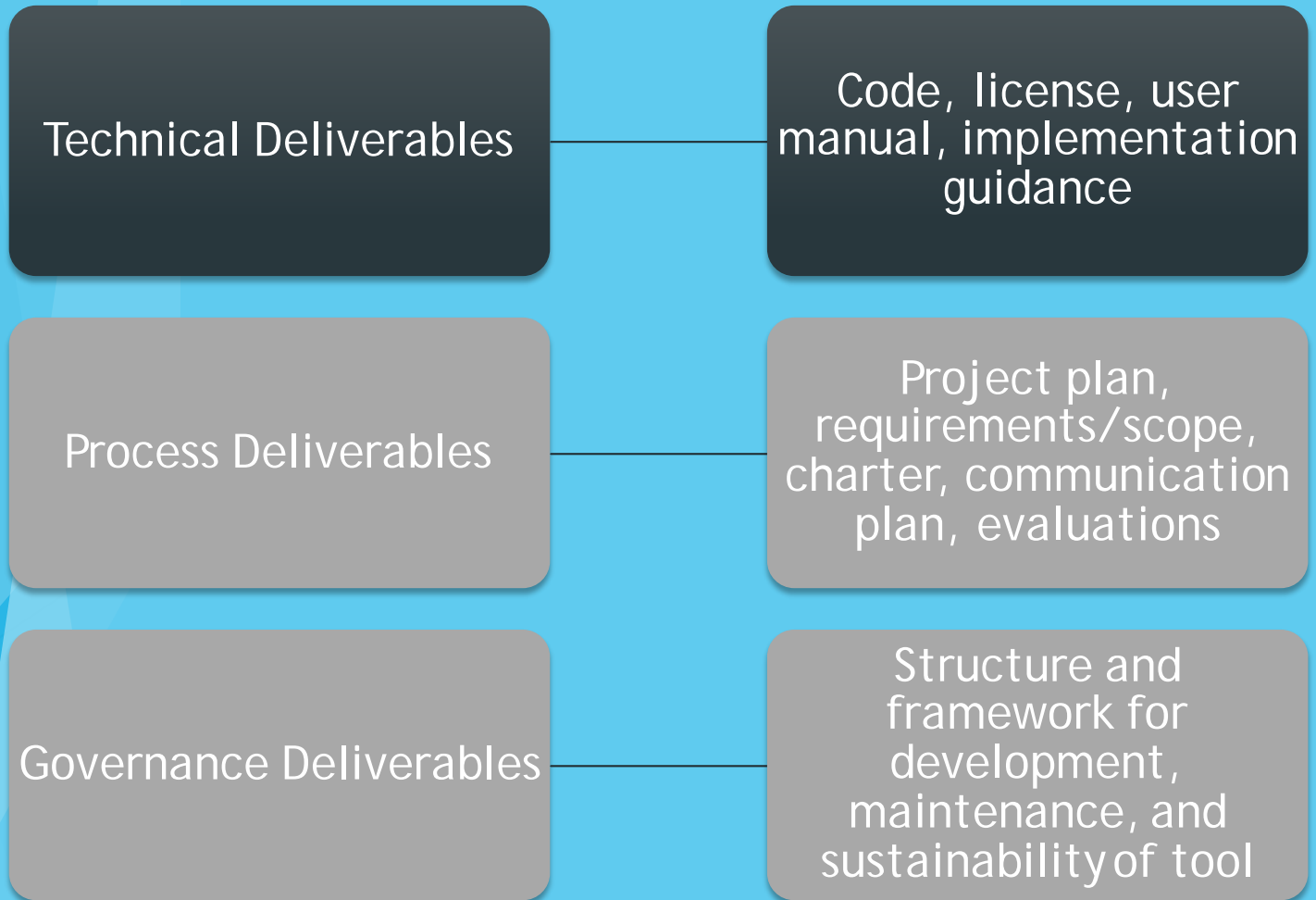
Process Deliverables

Project plan, requirements/scope, charter, communication plan, evaluations

Governance Deliverables

Structure and framework for development, maintenance, and sustainability of tool

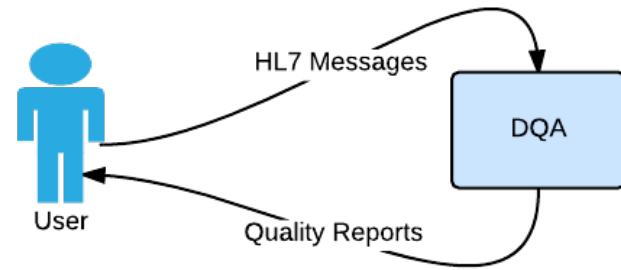
Continued Discussion – Planned Deliverables



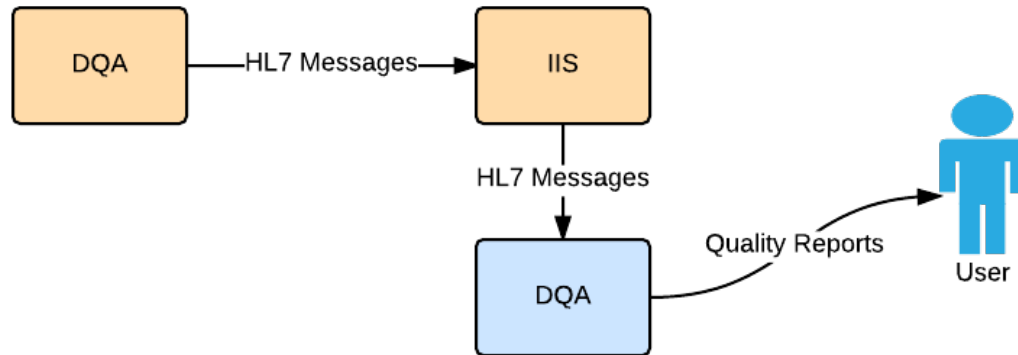
Technical Decisions Already Made - Small Group to Affirm/Update

Decision Area	Project Need	Decision
Code Repository	DQA code must reside centrally	GitHub
Programming Language	Language must support deployments in different environments	Java
Build Process	Supports move from source code to complete running application	Maven
Technology Stack	Need to reuse technologies	Spring
Bug Tracking	Track issues, stories, tasks, feature requests	JIRA
Development Process	Need agreed-upon methodology	Agile, Scrum
Software License	Explains what users can and cannot use it for	Lesser General Public License

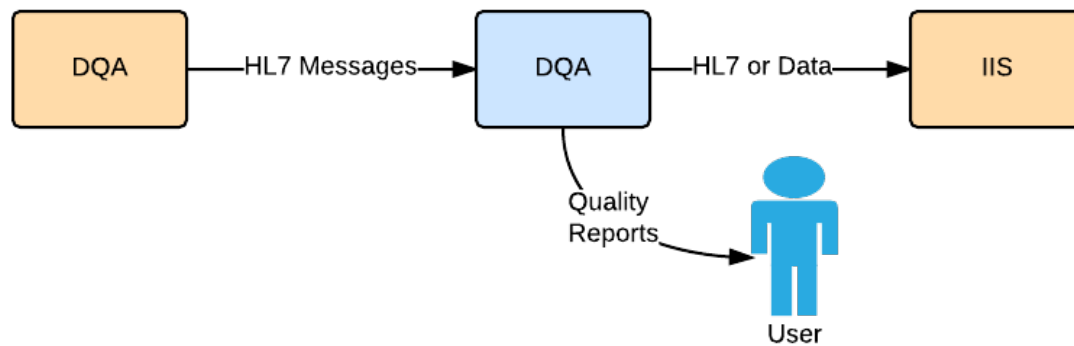
Level One



Level Two



Level Three



Continued Discussion – Planned Deliverables

Technical Deliverables

Code, license, user manual, implementation guidance

Process Deliverables

Project plan, requirements/scope, charter, communication plan, evaluations

Governance Deliverables

Structure and framework for development, maintenance, and sustainability of tool

Continued Discussion – Planned Deliverables

Technical Deliverables

Code, license, user manual, implementation guidance

Process Deliverables

Project plan, requirements/scope, charter, communication plan, evaluations

Governance Deliverables

Structure and framework for development, maintenance, and sustainability of tool

Discussion - Structure and Framework (Governance)- Questions to Ask/Answer in the Document

- 1) **Purpose** - what problem are we trying to solve by collaboratively creating this open source tool?
- 2) **Engaged stakeholders** - who gets a say in the development of the tool?
- 3) **Decision-making process (initial)** - how do we decide on (in this case, affirm?) included requirements for initial version?
- 4) **Human resources** - who actually does the coding? How do we secure buy-in from their managers? Will PM and technical writing roles always rest with AIRA or similar org?
- 5) **Update process** - who decides and how do we decide on future enhancements?
- 6) **Technical sustainability** - what is allowable regarding modifications? what are expectations regarding bringing enhancements back into the core product?
- 7) **Financial sustainability** - what resources are necessary to sustain the tool ongoing (hosting, updated documentation, future development, etc.)?

Wrap-Up

- ▶ Review of Action Items, Next Steps
- ▶ Next Meeting: November 3rd, 2017, 1pm ET
- ▶ Close