

Legislative I/T Environment: Status and Initial Assessment

Edition 2

Updated as of
Friday, January 27, 2012

Prepared By: Jim Miller, LCITO With Input From
Alan Weis, Director of Applications Services and
Terri Clark, Director of Technical Services

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1. Introduction

Coming into the LCITO¹ position on November 21st my plan was to focus on getting to know the key leaders and staff in the House and Senate, Revisor's Office, and Research, climbing the learning curve regarding the many operational processes that drive the business of the Legislature, and evaluating the current state of the Legislative I/T environment. As with most good intentions and well defined plans, reality set in about day three on the job and I quickly revised the plan and shifted into problem solving mode focusing most of my time on problem triage, issue prioritization, and issue resolution in advance of the fast approaching start of Session.

With forty-five work days behind me, I can report that, in the context of managing problems and working on the high-priority 2do list items in preparation for and during the first several weeks of the Session, I have started to build some solid working relationships, climbed a bit of the learning curve, and had the opportunity to see and assess various facets of the Legislative I/T environment in action, up close and personal.

My objective with this document is to use it as an ongoing working document and a forum to communicate two sets of information to the JCIT² and the LCC³ (and for the presentation to the Government Efficiency Committee on Monday, January 30, 2012):

- One set of information is a summary of the current status of Legislative I/T work and the related issues, challenges, actions, and next steps.
- The second set of info involves sharing my initial and evolving impressions of the I/T environment, providing an overview of the critical I/T issues and challenges, and presenting my preliminary thinking and recommendations (for review and discussion) re actions we should take to improve the existing environment and more effectively stage for the future.

This is intended to be a working document that can be updated periodically so as to provide status and futures-related thinking in a familiar format on a regular basis. The document should also serve as a starting point for ongoing discussions and decision making regarding how we want to deal with the critical issues and challenges in the Legislative I/T space.

Edition 1 and 2 of this document, published on 01/13 and 01/27/2012 respectively, were published without the assessment component and most of the supporting material. These sections will evolve over time and were not yet completed - the first version of the assessment component is projected to be available by mid-February, 2012.

¹ LCITO – Legislative Chief Information Technology Officer

² JCIT – Joint Committee on Information Technology

³ LCC – Legislative Coordinating Committee

2. Status: Current Situation - Three Weeks into 2012 Session

a. Overview

As in prior years, most of Computer Services' effort in November and December, 2011 was focused on preparing for Session start. In Applications Services we stressed getting the various Divisions' 2do lists consolidated and prioritized across the Legislative environment and attacked the high-priority items that rocketed to the top of the list in "crisis" mode (more on this in Initial Impressions). In Technical Services we stressed setting the stage for Legislator and staff re-entry including hardware/software checks throughout the Capitol building, creating re-entry communications materials, recruiting/training the Session-specific support staff, and preparing targeted training materials and processes.

2. Status: Current Situation - Three Weeks into 2012 Session

b. Legislative Applications

In the Legislative Applications space (e.g., KLISS⁴, IRC⁵, Sliq-Scribe Pilot⁶) current status is a mix of positives and negatives and can be separated into two distinct areas: one area includes the actual issues with the KLISS application while the second area deals with the processes and tools we use to manage these inventory of issues and the work required to resolve the issues.

On the positive side with respect to actual KLISS issues, KLISS core functionality, reliability, and integrity across Senate, House, Research, and Revisor's areas are much improved compared to the situation during the 2011 Session start (and I appreciate the notion that this may not necessarily be the most meaningful or useful benchmark). While we still have many open issues and continue to encounter new issues as certain functions within the system are used for the first time, much work has been done to address many of the problems and deficiencies with the KLISS application and also to improve its operational stability.

Regarding management processes and tools, a positive re KLISS is that we have established a workable process for managing the KLISS workload based on a "Work Item List" structure - this is a comprehensive, consolidated list of open KLISS issues and requirements from across all Legislative functions/divisions and provides key information about each issue including narrative description, status chronology, priority, ownership, and task accountability. The KLISS Leadership Team is moving, in measured steps, toward using this Work Item List to manage and prioritize all Legislative applications work. Near-term the challenge for the Leadership Team and members of the Division staffs is to collectively develop the additional structure and discipline required to shift from the historic management habits (including combinations of ineffective attributes such as crisis-driven, reactive, open-loop, non-communicative, high-friction interaction, personal programmer silos, ...).

⁴ KLISS – Kansas Legislative Information System and Services

⁵ IRC – International Role Call - system used to manage voting process in Senate and House and also displays voting information in the House. This system is integrated with KLISS (calendar items passed to IRC, voting info passed back to KLISS).

⁶ Sliq-Scribe Pilot – system used by Committee Assistants and Research to organize calendars, minutes, and testimony. This system is not yet integrated with KLISS – currently working with vendor to define integration requirements.

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Another notable positive re KLISS is the functionality and performance of the KLISS web applications (both internal, ILI, and external, ELI). While there are still deficiencies that remain in the current web site, due in large part to the timing and compression of implementation, the functionality, look-and-feel, link integrity, and performance are workable and acceptable.

On the negative side re KLISS issues, a large number of high-priority open issues drifted under the radar through the summer and autumn of 2011 without resolution and/or attention. In addition, a new crop of issues arose as we began “connecting the dots” prior to Session start by emulating complete, end-to-end process flows in our test environments. These open issues found voice in the November and December timeframe as the “potential crisis” represented by each issue collected into a crescendo of alarm as 2012 approached. An updated working copy of the Work Item List is attached to this document as **Exhibit A.1 Application Work Item Status Log** (sorted by Work Item Priority).

A quick scan of the first several pages of the attached Application Work Item Status Log provides a view of some of the highest priority items in the work queue. As can be seen in the Status Log, there are numerous KLISS issues that evolve from: formatting text and tables across draft, bill, and final formats across KLISS domains; excessive manual composition work required to create print-ready copy; integration issues within KLISS; and integration issues with external systems (e.g., IRC).

2. Status: Current Situation - Three Weeks into 2012 Session

c. Session Technical Support and Training

A relatively calm and orderly first week of Session is tribute to several factors:

- Solid preparatory work in "checking" on-site PC hardware and software, printer operation, IP addresses and drivers, telephone functionality, etc.
- Effective hardcopy and online communications and instructions provided to re-entering staff including: who to call re problems, "how to do" instructions re common issues (e.g., print drivers), schedule of training opportunities, and some simplification of legacy processes.
- Staff training prepared and delivered to address new and updated functions (e.g., Sliq, KLISS)
- Session support staff with needed training/skills and a service attitude (i.e., own the solution, establish a constructive, positive on-the-floor presence, be proactive, take care of the little things quickly, strive for an empty queue at end of day).

While we have a good start, one of the challenges for ongoing Session support is to build on this base of goodwill by tweaking and tuning our delivery, processes, and skill/task matching as we proceed.

Notable issues in the Session support area include:

- Sliq-Scribe Pilot training: Re-entering staff participated in training on the new Sliq-Scribe Pilot system. During initial use of the system by the staff after this training there were a high number of calls to the Help Desk. Almost all of these calls were a result of staff not fully understanding how to use the system and not to problems with the Sliq system. Once we understood the number and nature of these Sliq-related calls we organized a second round of training for staff on the Sliq system. This second round of training was well attended by staff and resulted in a dramatic decrease in Sliq-related calls. Staff are still climbing the learning curve on this new system and focused support and training will continue.
- Password security issue: An internal procedural failure resulted in the Legislator password file being placed on a non-secured folder for a short period of time. No hacking or external intrusion was involved and no inappropriate access resulted. Remediation to this issue involved resetting all Legislator passwords. As a result of this incident, a project that was on the "future 2do list" was moved forward and is now underway to shift the password process from the current dictated-password approach to a self-service model.

Other technical Work Items are available for review in an updated working copy of the Work Item List attached to this document as **Exhibit A.2 Technical Work Item Status Log** (sorted by Work Item Priority).

3. Assessment: Initial Impressions (not yet completed)

b. Current State Issues and Future Opportunities (draft outline)

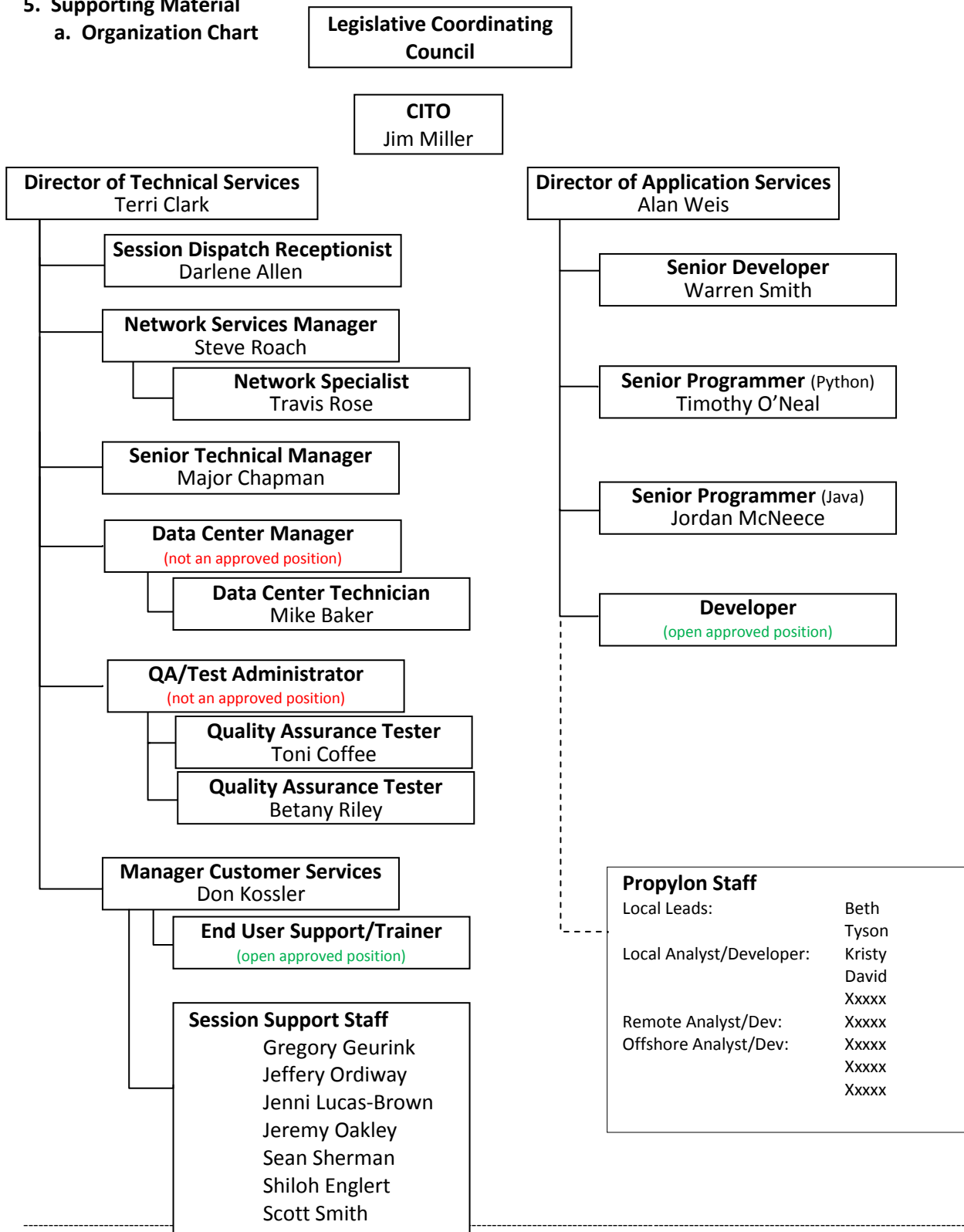
1. Composition, critical gap in current functionality: Σ pre-print formatting work
2. Search, Query & Reporting
 - Structured search capability
 - Saved queries, query by example
 - Standard reports on demand
4. Legislative Interface (internal & external)
 - Dynamic Chamber Calendar
 - Member Interface (MI)
 - Integrated with the LI
 - Member Dashboard
 - Member Notes
5. Constituent Services (legislative version of CRM – Customer Relationship Mgmt.)
 - Constituent Relationship Tracking (profiles, communications, notes, ...)
 - Electronic Newsletter
 - Outlook integration
 - LI integration
6. Geo-coding
 - Map Structure (data model)
 - Data (spreadsheets)
 - LI Integration
7. Video Services (beyond pilot)
 - Standard configuration
 - Streaming from multiple committee rooms
 - Captioning
8. Electronic Message Boards
 - Outside of committee rooms
 - Agenda & Minutes
 - Committee video
9. Legislator devices

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5. Supporting Material
 a. Organization Chart



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5. Supporting Material

b. Applications Services Capability Map/Gap Profile

| Component (lay term) | Component Name and Description | Covered by Kansas Resource or GAP | Propylon Resource |
|---|---|--|--------------------------------------|
| Content Repository – Document and data store. | TPOZ (Three Pillars of Zen) is the term used to describe the LRMS content repository. The main component parts – pillars - of TPOZ are the: -- event framework (known as “Skippy”) -- versioning content store (known as “Wells”) -- extensible metadata framework (known as “Codd”.) Software: Subversion, MySQL, ActiveMQ, Apache, and Python custom code. (Core) | GAP in Kansas Resources | Austin Roberts Kieran Fitzpatrick |
| Thin Clients – Chamber and Legislative | CI & LI Applications in custom python code. | Warren Smith | Austin Roberts |
| Thin Client Interface Design | Browser application user interface design using HTML and Javascript | GAP in Kansas Resources | David Suttle |
| Think Client | Barnum – repository manipulation and content editing (Core) | GAP in Kansas Resources | Dublin Staff |
| Think Client Applications | Bapps – Barnum Applications – Java applications that are executed in conjunction with the thick client to manipulate files and folders in the repository, edit metadata, and/or edit document content. | Jordan McNeece | Andrew Waller |
| Document Controls | Pratchet - Extensible Word processor Scripting Framework. This component is a generalized framework+utility library for adding application specific behavior to Barnum utilizing the StarBasic and Python layer in OpenOffice. | GAP in Kansas Resources | Steve Lang |

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| Component (lay term) | Component Name and Description | Covered by Kansas Resource or GAP | Propylon Resource |
|--|--|---|---|
| Document compilation and transformation. | GASP – General Active Section Processor - This component is a framework and a set of utilities for aggregating assets together to form bigger assets whilst transforming the content in various ways. This capability is used in KLISS in permanent journal production, KSA volume production, budget analysis production, report generation, etc. | GAP in Kansas Resources | David Higgins |
| Zone Search | Lucene & Solr xml indexing and search system to fully index zone repositories based on user role and virtual view. | GAP in Kansas Resources | John Byrne |
| Chamber Automation Base System | CA repository structure, metadata structure, data content, & process flow. | Timothy O'Neal | Kristy Burns Matt Smith |
| Law Making Base System | LM repository structure, metadata structure, data content, & process flow. | Chad Champney (Rev) Sandy Sadowski (Rev) Jordan McNeece | Tyson Deines Steve Lang David Higgins |
| Decision Support Base System | DS repository structure, metadata structure, data content, & process flow. | Jordan McNeece | Andrew Waller |
| Global Zone | GL repository structure, metadata structure, data content, & process flow. | Alan Weis | Matt Smith Austin Roberts |
| Post Commit Services | PCS - Post Commit Services – server side applications that receive repository commit messages from TPOZ and take action based on the commit message. | Warren Smith | Austin Roberts |
| KLISS RESTian Interface | RESTian API | GAP in Kansas Resources | Austin Roberts |

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| Component (lay term) | Component Name and Description | Covered by Kansas Resource or GAP | Propylon Resource |
|-----------------------------|---|---|--------------------------|
| Vote System Interface | IRC API | GAP in Kansas Resources | Austin Roberts |
| Committee System Interface | SLIQ system – committee agenda and minute data imported into KLISS. Currently under design. | GAP in Kansas Resources | Austin Roberts |
| Interzone Communications | Hermes – transfers documents between the LM, CA, DS, & GL zones. | GAP in Kansas Resources | David Higgins |

4. Supporting Material

b. Technical Services Capability Map/Gap Profile (see explanatory legend on the following page)

| Service | Staff | Vendor Dependency |
|--------------------------------------|------------------------|------------------------------------|
| Network Services AD, Firewall | Steve Roach | OITS |
| Exchange Server/Outlook Email | Travis Rose | AOS |
| PC/Printer Support | | Dell, Logan, Xerox |
| Avamar Grid Backup System | | EMC |
| Data Centers | | APC, OITS |
| OpenFire/Spark Instant Messaging | | |
| KLISS Servers/VMWare | Mike Baker | EMC, Hewlett Packard |
| Clariion SAN | | EMC |
| KLISS OS/3 rd Party Tools | Major Chapman | Propylon |
| KLISS Hosted Website | | OITS |
| Streaming Video | | Sliq Technologies |
| IRC Voting Systems | Terri Clark | IRC |
| Audio Systems | | Mission Elec., av+ design. OITS |
| VOIP | | OITS, Cisco |
| Desktop Application Support | Don Kossler | |
| Training | Service Technicians | |

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| | |
|--|---------------------------------|
| <p>Sliq/Scribe Pilot Agenda/Minutes</p> | <p>Sliq Technologies</p> |
|--|---------------------------------|

4. Supporting Material

b. Technical Services Capability Map/Gap Profile (Explanatory Legend)

Services

Red = High Risk, Concerns about ability of state staff to maintain system due to lack of expertise or time

Yellow = Medium Risk, State staff has expertise to maintain system but has time constraints

Green = Low Risk, State staff has expertise and time to manage system

Arrows

Black = Primary support person

Lavender = Secondary support person

Vendor Dependency

Red = High Risk, Concerns about vendor availability, stability, cost

Yellow = Medium Risk, Some concerns about vendor availability, stability, cost, knowledge transfer

Green = Low Risk, Vendor has strong history of reliability, availability, stable cost structure

5. Exhibits

Exhibit A.1 Application Work Item Status Log

(this Exhibit begins on the next page)

Exhibit A.2 Technical Work Item Status Log

(this Exhibit begins after Exhibit A.1)

Exhibit A.1: Application Work Item Status Log

Sorted by Priority

| Work Item # | Work Item Name | Priority | Owner | Task Manager | Status | Function | Log entries in reverse chronological order (latest on top). // prefix indicates Plan or Assign is completed. -- Status Update, format= Update event date-author; event name (if any); narrative re update, issues, next steps. -- Task Assignment, format= Assign due date; person assigned to; description of task and/or deliverable. -- Action Plan, format= Plan expected date of action; activity or action planned and any narrative explanation. | Related Tickets |
|-------------|---|----------|-------|--------------|--------|----------|--|-----------------|
| 42.0 | 3R. Table styles - functioning properly. Original WI#45 6R. Testing - table formatting. | 0 | MT | JL | O | LM | <p>Update: 01/26-AW Development team met on 1/20/2012 and decided on use of tables styles and column wrapping issues. Decided to set column wrapping on KSA style and not change wrap through draft and bill styles. Jim briefed Mary and Mary approved. This will be used on the tax bill currently being drafted.</p> <p>Update: 01/17-AW Table styles carry through to Chamber introduction has been verified, properly formatted tables will format correctly with introduction in Chamber.</p> <p>....</p> <p>Update: 01/05-JL Table styles do not carry through to Chamber; believe issue is with chamber code. Need to get this resolved or table style issues from 2011 will return.</p> <p>....</p> <p>From Original Work Item # 45:</p> <p>Update: 01/17-AW Tax bill with 5 tables has been created in Revisor Office. Revisor staff currently creating styled tables for bill. Once the styles are created, the bill will be tested in UAT for proper formatting on introduction in Chamber.</p> <p>....</p> <p>Update: 01/05-JL Recreate as Item 42.5 since it is closely related to Item 42. Need to run tests on table style functionality once fixes are made; testing done with TC's staff?</p> <p>Update: 01/27-AW Ticket logged.</p> <p>....</p> <p>Update: 01/05-JL // Training for end users on diff report function w/o dec19. Diff report function fails if sections in bill draft are moved or removed. Proposed workaround solution of modifying metadata is unacceptable as end user workaround..</p> | |
| 51.0 | 12R. End User report to verify statutory language unchanged. | 0 | MT | | O | LM | | 4012 |

Exhibit A.1: Application Work Item Status Log

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|-------------|---|----------|-------|--------------|--------|----------|--|-----------------|
| 73.0 | Statute and History publication to LI | 0 | MT JL | BK | O | LM | <p>Update: 01/27-AW Push schedule for 1/27/12.</p> <p>Update: 01/26-AW Revisor and astrick note, and PDF approved. ECR to push to LI/ELI will be processed.</p> <p>.....</p> <p>Update: 01/19-AW New update posted in preview site for RS to review.</p> <p>.....</p> <p>Update: 01/17-AW Statute revisor and astrick notes, and PDF version on preview site for review by RS office, currently under review.</p> <p>.....</p> <p>Update: 01/09-AW Statute text with history published to the LI.</p> <p>.....</p> <p>Update: 01/05-JL Statute text with history to be uploaded to LI by jan9. Revisor's notes and asterik notes to be added w/o jan9.</p> <p>.....</p> <p>Discussed statute posting of histories and annotations. Mary stated histories need to be posted and annotations can be posted. The Revisor site statute area will be redirected to the KLSSS statute page after histories are posted. Ticket logged to update site. This is scheduled in the project plan for post publication. Histories will be posted to the LI after the statute update..</p> | |
| 73.1 | Original WI#77 Publising of statute images to the LI. | 0 | MT JL | BK | O | LM | <p>Update: 01/27-AW will set a meeting the week of 1/30/12.</p> <p>Update: 01/05-JL Recreate as Item #73.1. Images are as much a part of the law as the text and need to be made available to the public as soon as possible.</p> <p>.....</p> <p>The group discussed images associated with statutes. It was decided to post the statute text on the LI as was done last year and then determine the solution to post images</p> | |
| 113.0 | Statute pullin Queries | 0 | MT | SS | O | LM | <p>Update: 01/26-AW LM Deployment scheduled for 2/1/12.</p> <p>.....</p> <p>Update: 01/17-AW A code fix to tighten queries has been developed. This needs tested and scheduled for deployment.</p> | |
| 115.0 | Search in DS zone | 0 | AD | LL | O | DS | <p>Update: 01/17-AW LUAnn working with John to test search function.</p> <p>.....</p> | |

Exhibit A.1: Application Work Item Status Log

Sorted by Priority

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|-------------|--|----------|-----------|--------------|--------|----------|---|-----------------|
| 4.0 | 3S. Correctly skinning bills. (Priority) | 1 | PS SK | | O | S/H | <p>Update: 01/26-AW LM Deployment scheduled for 2/1/12.</p> <p>.....</p> <p>Update: 01/17-AW Issues with skinning, 12pt font, tabs, and double line spacing have been identified as an auto style issue. A fix has been developed in the LM system. This will be tested and scheduled for deployment.</p> <p>.....</p> <p>3S. Correctly skinning bills. (Priority)</p> | |
| 7.0 | 6S. Enrolling bills—templates and netting of engrossed bill. Original WI#8: 7S. correctly formatted bills for the KS Register and Session Laws. Original WI#102: Enrolling Bills | 1 | PS/ SK | | O | S/H | <p>Update: 01/26-AW Ticket being worked by developer.</p> <p>.....</p> <p>Update: 01/19-AW Matt and Timothy are going through older tickets to ensure work has been completed.</p> <p>.....</p> <p>6S. Enrolling bills—templates and formatting. ODT's to printing plant.</p> <p>.....</p> <p>From Original WI#8 - consolidated into WI#7 here: 7S. No way to provide Secretary of the State correctly formatted bills for the Kansas Register and Session Laws unless done by the State Printer</p> <p>.....</p> <p>From Original WI#102: Kristy to work with Alan to obtain actual Margin sizes for Enrolled bills. (The only information we have is that the bill is 25 picas wide per the Print shop). Propylon will make corrections and re-test. Pat & Susan will check open ticket on formatting. Chambers to test enrolled bills as part of end-to-end testing and determine if issues have been resolved. Need demo from Matt on updated enrolling process when it's ready. David Higgins is now free to work on template updates defined in tickets. Train staff week of 1/9/11. Review by 12/8/11. Susan got instructions yesterday and needs to test. Pat has sent some changes. According to Beth, Kristi is working on it. David Higgins is working on styles. Pat and Susan will use 2011 final engrossed bills to test in UAT.</p> <p>.....</p> | |
| 14.0 | 13S. Styles on documents going into the Journal. | 1 | PS | | O | Sen | <p>Update: 01/26-AW Met with House and Senate staff to identify journal issues. Developer meeting schedule on 1/27 to plan resolution.</p> <p>.....</p> <p>13S. Styles on documents going into the Journal—this includes Committee Reports, Amendments, Conference Committee Reports and Committee Reports for appointments. (This is one of the priority areas.)</p> | |

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Sorted by Priority

| Work Item # | Work Item Name | Priority | Owner | Task Manager | Status | Function | Log entries in reverse chronological order (latest on top). // prefix indicates Plan or Assign is completed. -- Status Update, format= Update event date-author; event name (if any); narrative re update, issues, next steps. -- Task Assignment, format= Assign due date; person assigned to; description of task and/or deliverable. -- Action Plan, format= Plan expected date of action; activity; or action planned and any narrative explanation. | Related Tickets |
|-------------|---|----------|----------|--------------|--------|----------|--|-----------------|
| 16.0 | 15S. Electronic amending and deltas | 1 | PS SK | | O | S/H | Update: 01/26-AW Scheduled for the 2/1/12 LM deployment Update: 01/19-AW The fixes to amendatory language are in testing and will be rolled out in a build when verified. 15S. Electronic amending and deltas Must work correctly. | |
| 37.0 | 1H. Integrity of process for amending, enrolling bills | 1 | PS SK | | O | S/H | Update: 01/26-AW Scheduled for the 2/1/12 LM deployment Update: 01/19-AW The fixes to amendatory language are in testing and will be rolled out in a build when verified. 1H. Process of amending bills currently does not work correctly and/or consistently including creating the amendatory language as required in Committee Reports | |
| 38.0 | 2H. Integrity of process for creating Journals. Original WI#10 9S. Order of Daily Journal by Order of Business. | 1 | SK | | O | Hou | Update: 01/26-AW Met with House and Senate staff to identify journal issues. Developer meeting schedule on 1/27 to plan resolution. Update 01/20-jcm: Discussion during 01/20 Ldrshp meeting regarding broad set of problems with Journal content. one critical issue is the order of content specifically the elements under "order of business". Meetings to review issues/requirements set for M23Jan 01:30PM with House reps and T24Jan 10:00 AM with Senate reps - AW&co facilitating both meetings. 2H. Process of creating Journals currently does not work correctly and/or consistently including converting content and styles from draft (8.5x11) to journal format (6x9), importing content, From Original WI#10 - consolidated into WI#38 here: Update 01/25-BR/jcm: with the clarification of the issues re Journals to include the "order of content in the order of business section" of the Journals, WI#38 can be consolidated with WI#10: WI#10 9S. Order of Daily Journal by Order of Business instead of by time. Need master template. | |

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|-------------|--|----------|-------|--------------|--------|----------|---|--|
| 46.0 | 7R. Drafting appro bills and comm, fl, and cc amendments to appropriation bills. | 1 | MT | TD | O | LM | <p>Update: 01/26-AW Appropriations work continuing based on other priorities in DS & LM.</p> <p>.....</p> <p>Update: 01/17-AW Appropriations work scheduled for week of 1/17 for both Law Making and Decision Support.</p> <p>.....</p> <p>Update: 01/05-JL Bapp for sharing appropriation bills is not available for production at this time. RO plans to perform appropriation functions in LM the same as last year.</p> | |
| 49.0 | 10R. Netting and engrossing functions w/p formatting. | 1 | MT | DH | O | LM | <p>Update: 01/27-AW Tickets logged, see related tickets.</p> <p>.....</p> <p>Update: 01/05-JL Need to test/verify fixes to tickets that have been closed. To be done during 2012 session and tickets will be opened as issues are identified. New tickets must have high priority.</p> <p>.....</p> | 3996 3995 3990 3961 3960 3918 3886 |
| 50.0 | 11R. Locking of text of current law. | 1 | MT | JL | O | LM | <p>Update: 01/27-AW Ticket assigned to developer for resolution.</p> <p>.....</p> <p>Update: 01/05-JL New ticket opened on issue of bill draft text automatically switching between new and old language..</p> | 3860 |
| 52.0 | 13R. Usable statute search function. Original WI#107 Search implementation in Law Making and Chamber. | 1 | MT | SS | O | LM | <p>Update: 01/26-AW Indexing of LM complete, testing of search to be started.</p> <p>.....</p> <p>Update: 01/18-AW ISYS is being purchased for another year.</p> <p>.....</p> <p>Update: 01/17-AW Law Making repository currently being indexed. After indexing, staff will test search with defined test scenarios.</p> <p>.....</p> <p>Update: 01/05-JL Need to test Lucene search functionality. ISYS renewal is backup option.</p> <p>.....</p> <p>From Original WI#107: Search implementation in Law Making and Chamber set to implement after implemented in Decision Support on 12/16/11. Propylon still working on this item.</p> | |

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|-------------|---|----------|-------|--------------|--------|-----------|---|-----------------|
| 53.0 | 14R. Training - inputting, approval, edit of bill index. | 1 | MT | JM | O | LM | Update: 01/26-AW Final changes completed, will be in 2/1/12 deployment. Update: 01/19-AW Test build installed. Jordan walked Mary T. through changes. Current changes good enough to start updating index entries. Still one fix and some minor changes needed. Update: 01/17-AW Training occurred on 1/5. Needed changes to bill index application identified. Developer enter tickets and changes are currently underway. Final changes will need to be tested and rolled out in a LM client build. Update: 01/05-JL Plan for training to occur jan05.. | |
| 54.0 | 15R. Report - bills introduced, sortable by drafter, rs number. | 1 | MT | JM | O | LM | Update: 01/27-AW GASP report was developed last year, assign to Jordan to run for users. Update: 01/05-JL Report not available. Need status update on item.. | |
| 63.0 | Delta process during 2012 session | 1 | | | O | LM S/H | Update: 01/27-AW Alan will update documented decisions from initial meeting document and distribute. Update 01/27-jcm: Do we need clarification and/or documentation re process and roles for floor amendments??? Status of amendatory language issues??? Update: 01/05-JL Item #44 related to this item as testing function drove the delta process discussions. Delta process has been agreed to for 2012 session. A meeting was held on 11/30/11 to decide on the delta process. An outcome of the meeting is to test amendatory language by using deltas from the 2011 session. Alan downloaded the bills that became law in the 2011 session and saved to the SVN for testing. Revisor Office has requested time from the Computer Services test team to run the tests. The test team has created deltas based on the 2011 bill amendments and produce test amendatory language documents. The testing results were turned over to the Revisor Office for review. Jason Long provided a list of issues needing addressed. Steve Lang is unavailable until 1/9/2012 to code fixes. | |

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|-------------|--|----------|-------|--------------|--------|----------|---|-----------------|
| 79.0 | Publishing Committee documents to LI | 1 | AD | WS | O | LI | Update: 01/17-AW Warren currently working with Patti to resolve issues with committee documents. Amy needs estimate on date to get committee resource documents on the LI. Alan will have Patti work on this starting on 12/19/11. Alan stated that Patti is here and has begun updating LI. An issue has been found on the LI that does not allow the documents to be viewed, a ticket has been logged for resolution. | |
| 82.0 | Implement Research Tab on LI | 1 | | | O | DS | Update: 01/27-AW Amy needs documentation on use. Schedule meeting with Amy, Austin, Andrew, & Tyson. Update: 01/19-AW Implemented. Research tab on LI - Propylon will assign resource to complete. Beth will discuss with Steve and Tyson. Amy will provide requested info to Austin/Item completed. XML tags removed. | |
| 83.0 | Appointments on CI and in the Calendars | 1 | PS | MS | O | S/H | Update: 01/17-AW Ticket logged to Dave Higgins on Appointments not showing under Reference of Appointments on Calendar. Pat and Sandy to write a ticket on referred appointment not showing in Calendar. Ticket (3293) created on 7/8/11. Pat tested and pat still not working, Pat will reopen ticket, info not displaying on CI. Matt fixed issue and Pat will retest. Pat would like to discuss the appointment system with Matt on Wednesday morning 12/7/11. Pat and Matt met and tested a few areas. Some confusion remains. If there is more than one appointment on a committee report the don't flow in to the Calendar. If manually input, will data go across for testing? Pat will test on 12/22/11. Beth advised Pat that since she is in a test environment at the moment she should be able to test that.. | 3293 |
| 117.0 | Budget Analysis GASP template | 1 | AD | AW | O | DS | Update: 01/17-AW Andrew has resolved outstanding issues and BA is in use. Any other issues identified will be handled as they come up. | |
| 121.0 | Analyst to Agency assignments in Global zone | 1 | AD | PW | O | GL | Update: 01/26-AW Issue resolved and implemented in UAM push on 1/26. Update: 01/17-AW Andrew and Matt working on issue. | |

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|-------------|---|----------|-------|--------------|--------|----------|--|-----------------|
| 122.0 | XMPP login issue for notifications | 1 | All | BR | O | All | Update 01/25-BR/jcm: Update: Barnum fix completed and ready for testing. Email sent to Alan Weis 1/24/12. New Barnum included in build folders but not specified to be used in build. Jordan can execute that when ever desired. Note: Barnum changes can have a pervasive impact if something were to be wrong. This is a small change, however it's recommended that thorough testing be done to ensure it's functioning in all zones with the latest builds of KS Base functionality prior to roll out. Update: 01/17-AW This is a core issue and has been turned over the Propylon's Dublin group to review and resolve. | |
| 126.0 | Ordering of BA sections in UAM not working | 1 | AD | AW2 | O | DS | Issue indentified on 1/27/12. Ordering of BA sections in UAM not working. | |
| 127.0 | DS documents need to overwrite files when sent to CA for LI | 1 | AD | AW2 | O | DS | Issue indentified on 1/27/12. DS documents need to overwrite files when sent to CA for LI. | 3997 |
| 2.0 | 1S. Tails on Daily Calendar Original WI#3 2S. Tails on white board. | 2 | PS | SK | O | S/H | 1S. All tails on Daily Calendar Combine 3 and 4. They are actually the same. Trac 3648 From Original WI#3 - consolidated into WI#2 here: Original Work Item #3: 2S. All tails on white board for Senate Majority Leader to set General Orders. (Priority) | |
| 17.0 | 16S. Appointments - back of daily calendar | 2 | PS | | O | Sen | Update: 01/27-AW Alan meet with Pat, Verla, & Diane on 1/26/12, documented Appointment end-to-end flow and issues. Will ticket issues for resolution. | |
| 29.0 | 28S. Process for handling Substitute bills. | 2 | PS | SK | O | S/H | 16S. Appointments—Reference of appointments listed in Committees in the back of the Daily Calendar Need detail. 28S. Substitute bills—were done manually in 2011 session. Short titles must be correct in meta data. Headings were not correct. | |

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|-------------|---|----------|-------|--------------|--------|----------|--|-----------------|
| 44.0 | 5R. Testing - amendatory language. | 2 | MT | | O | LM | <p>Update: 01/27-AW Updates will be in the 2/1/2012 LM deployment.</p> <p>.....</p> <p>Update: 01/17-AW Tickets completed by developer. Function currently in testing. Test report will be available by 1/20.</p> <p>.....</p> <p>Update: 01/05-JL // Testing completed and ticket items emailed to AW w/o dec19. Need to verify that tickets were created and assigned on issues identified. Need to follow through with additional testing after fixes are made; testing done with TC's staff?</p> | |
| 47.0 | 8R. Constl amendment resolutions - ability to create w/p formatting. | 2 | MT | | O | LM | <p>Update: 01/26-AW Updates will be in the 2/1/2012 LM deployment.</p> <p>.....</p> <p>Update: 01/17-AW RS staff will input ticket to fix the template.</p> <p>.....</p> <p>Update: 01/05-JL Demonstrated functionality w/o dec19. Request modification to automatically pull in all sections of an article when the "revise article" selection is made.</p> | |
| 64.0 | Conference Committee Report distribution from chambers to law making. | 2 | | | O | LM S/H | <p>Update: 01/19-AW Propose to use RSS feeds. Coding would be done for chamber events. Then RS staff could setup to receive notifications in Outlook.</p> <p>.....</p> <p>Update: 01/05-JL RO has not seen demonstration of distribution process.</p> <p>.....</p> <p>The development team will create a distribute conference committee happ to distribute CCRs back to Davitor Office. Meeting held on 12/7/2011 with Pat and Susan to discuss solution</p> <p>Update: 01/05-JL</p> | 3749 |
| 100.0 | Updating short and long titles during the amending process. | 2 | | | O | LM S/H | <p>Update: 01/05-JL</p> <p>.....</p> <p>Need to review the whole short title update process as part of business process review and feature review. Mary requested a report of bill number, short title, and revisor. Report is ready for review. Review during testing. Susan verified with limited testing. Need to establish business process for making in-session updates to titles.</p> | |

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|-------------|---|----------|-------|--------------|--------|----------|---|-----------------|
| 101.0 | Document styles review | 2 | MT | BR | O | LM | <p>Update 01/20-jcm: Ldrshp group questioned delivery of "Rosetta Stone" documentation. Tyson/Beth commented that until we settle in on "how to" re tables, completing this documentation is not practical since the tables portion makes up a large, integrated chunk of the content.</p> <p>.....</p> <p>Update: 01/05-JL No documentation delivered yet.</p> <p>.....</p> <p>Document styles review - Beth stated Propylon will write a definitive guide for metadata and all document styles. Put in the KLISS documentation.</p> | |
| 114.0 | Statute subhead and annotation file names and metadata | 2 | All | CC | O | LM | <p>Update: 01/26-AW Script will be written to fix the files, detailed in ticket. Statute pull in query fix will stop these from pulling in. Moved this from a priority 1 to 2.</p> <p>.....</p> <p>Update: 01/17-AW Meeting held on 1/17 to decide corrective action. Ticket will be written describing the action to take.</p> | |
| 11.0 | 10S. Automatic paging of journal actions. | 3 | PS | SK | O | S/H | <p>Update: 01/19-AW Automated function implemented in Seante and House. Done.</p> <p>.....</p> <p>10S. Automatic paging of journal actions.</p> | |
| 24.0 | 23S. Training on styles. | 3 | PS | SK | O | S/H | <p>Update: 01/17-AW Training on styles was conducted the week of 1/3 as part of journal creation. Will complete training on styles for calendar when scheduled.</p> <p>.....</p> <p>.....23S. Training on styles. Need continued training.</p> | |
| 32.0 | 31S. Training on changes to BAPPS or new BAPPS | 3 | PS | | O | Sen | <p>Update: 01/19-AW Training was conducted the week of 1/3. Will complete training on calendar when scheduled.</p> <p>.....</p> <p>31S. Training on changes to BAPPS or new BAPPS We don't know if there are any new BAPPS or changed BAPPS</p> | |
| 36.0 | 35S. Tools/training re composition and publishing work. | 3 | PS | SK | O | S/H | <p>Need detail.</p> <p>.....</p> <p>35S. The chamber is now providing many of the functions that the Printing Plant use to do. Our staff is being asked to do publication without training and without proper software.</p> <p>.....</p> | |

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|-------------|--|----------|-------|--------------|--------|-----------|--|-----------------|
| 43.0 | 4R. Training - end user re formatting, styles. | 3 | MT | | O | LM | <p>.....</p> <p>Update: 01/05-JL // Training completed w/o decl19. As software continues to be upgraded/modified training will be a necessity for end users.</p> | |
| 108.0 | Liberty Migration | 3 | | | O | DS | <p>Copied from Tech Status Log:</p> <p>Update 1/26 TC; 17,300 documents in the KLRD Public folder have been exported. These still need initial validation and have not been released to Propylon yet.</p> <p>An attempt to install Liberty on another pc to speed up the export process failed.</p> <p>.....</p> <p>Update: 01/18 TC; exports underway in background mode as time allows.</p> <p>Export Liberty documents and metadata</p> <p>Propylon will import documents and metadata into KLISS repository</p> <p>KLRD will verify migration</p> <p>.....</p> | |
| 111.0 | Training Schedule | 3 | | | O | LM S/H | <p>Update: 01/05-JL RO training schedule is completed.</p> <p>.....</p> <p>Need to schedule training on Open Office in the client, OO Styles, and Templates for Chamber, KLRD, and Revisor staff. Chamber staff training on 1/3/11 (week of 1/2/11, 1/2/11 is a holiday). Need to schedule training for Revisor and KLRD. Need list of trainees for Revisor and KLRD. Set meeting with Pat and Susan to develop schedule. Alan will combine chamber training and Staff training schedules. Create a table to summarize training for staff with dates, trainers and trainees. Schedule is complete. Copies disseminated to attendees 12/21.</p> | |
| 125.0 | IRC operation: 1. move laptop application function to server and 2. secure access to config files | 3 | PS | TC | O | Sen | <p>Update 01/27-TC/jcm: Pat and Terri discussed the move issue and decided to hold off on moving the IRC Messenger app for now. Pat understands the risk presented by the laptop app and has addressed the issue with a manual procedure at this time. Other IRC app issues need to be addressed prior to reconfiguring the existing application.</p> <p>Passwords on the config files will be implemented on 01/27.</p> <p>.....</p> <p>IRC operation: 1. move laptop application function to server and 2. secure access to config files</p> | |

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|-------------|--|----------|-----------------------------|--------------|--------|----------|---|-----------------|
| 1.0 | Organize KLISS work item list and prioritize (provided to show examples of log entries and suggested formatting) | 4 | MT PS SK AC jcm | jcm | O | All | <p>Update: 01/27-AW Alan Weis updated list from Leadership meeting on 1/27 at 1:00pm</p> <p>Update 01/25-jcm: ongoing updates to status log based on input</p> <p>Update: 01/17-AW Alan Weis updated list with top priority issues from daily scrums.</p> <p>Update:01/11; Revisor's feedback and updates received 01/05 from JL;</p> <p>.....</p> <p>Plan: jcm to meet with AC/AD&team late during w/o 02jan or early in w/o 09jan to review 2do list/prioritizing and solicit input.....</p> <p>.....</p> <p>Plan: Jan03Tue; review work item list during KLISS leadership meeting, gather feedback to use in updating package content and format.</p> <p>.....</p> | none |
| 25.0 | 24S. List of styles for Journal, Calendar and flagged bills. | 4 | PS SK | | O | S/H | <p>.....24S. List of styles for Journal, Calendar and flagged bills. Need rosetta stone document completed from Propylon.</p> <p>.....</p> <p>Update: 01/05-JL // Training for end users on diff report function w/o dec19. No other validation tools useable for end users; reports must be modified to format that is useful for non-IT user.</p> <p>.....</p> <p>From Original WI#62: Validators will be used by RO IT staff. Andrew will provide descriptions of validators. A test bill will be set up to train RO staff on packaging error. Tyson is drafting documentation on importing text into drafts. Validator description document now on KLISS wiki.</p> <p>.....</p> <p>From Original WI#62 - consolidated into WI#48 here: Validators will be used by RO IT staff. Andrew will provide descriptions of validators. A test bill will be set up to train RO staff on packaging error. Tyson is drafting documentation on importing text into drafts. Validator description document now on KLISS wiki.</p> | |
| 48.0 | 9R. End User validation tools and training. Original WI#62 Law Making Validators | 4 | MT | | O | LM | <p>Update: 01/05-JL // Training for end users on diff report function w/o dec19. No other validation tools useable for end users; reports must be modified to format that is useful for non-IT user.</p> <p>.....</p> <p>From Original WI#62: Validators will be used by RO IT staff. Andrew will provide descriptions of validators. A test bill will be set up to train RO staff on packaging error. Tyson is drafting documentation on importing text into drafts. Validator description document now on KLISS wiki.</p> <p>.....</p> <p>From Original WI#62 - consolidated into WI#48 here: Validators will be used by RO IT staff. Andrew will provide descriptions of validators. A test bill will be set up to train RO staff on packaging error. Tyson is drafting documentation on importing text into drafts. Validator description document now on KLISS wiki.</p> | |
| 123.0 | Global UAT app server needs more resources | 4 | | | O | GL | <p>Update: 01/17-AW Alan will check with tech services group on resource availability.</p> <p>.....</p> | |
| 12.0 | 11S. Ability to change errors on the bill status. | 5 | PS | | O | Sen | <p>This item will take considerable architecture changes and coding. This is a post-session enhancement project. AW</p> <p>.....</p> <p>11S. Senate must go through vendor in order to change errors on the bill status. Need directions on correcting errors on bill status.</p> | |

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|-------------|---|----------|-------|--------------|--------|----------|---|-----------------|
| 30.0 | 29S. Calendar - agendas from Sliq. | 5 | PS SK | | O | S/H | Update: 01/17-AW Sliq to KLISS interface currently planned and ready to be designed, target date for implementation is 9/31/1229S. Calendar—agendas from Sliq Agendas must be in correct format. | |
| 40.0 | 1R. Statute hoist, ability to verify accuracy. Original WI#76: Statute update in statute base. | 5 | MT | | O | LM | Update: 01/17-AW Tentatively scheduled a post-publication meeting to discuss these issues on 1/20. Update: 01/05-JL 2011 hoist process complete w/o dec26. Documentation of hoist process (including a file movement diagram) is needed before June. Also, need to establish reliable verification process to ensure hoist is successful each year. From Original WI#76: Sandy and Jordan are working on the hoist application. Jason informed the committee that testing is not completed. He emphasized that without a hoist there can't be a session and questioned whether we needed additional resources to facilitate testing. Beth stated that she would look for help from Propylon. Will have a meeting of the affected staff at 3:30 (following this meeting). Jason reported that the Hoist has been completed. The intent is to run volume 2A for a final check. 12/28/11 - Clean up is completed, hoist is complete. Any issues discovered will be fixed in statute base. | |
| 41.1 | Upgrade print code to eliminate excessive manual composition | 5 | MT | | O | LM | Upgrades to print code to eliminate excessive manual composition - priority 5. Break out from Original WI#41/75 consolidated. | |
| 5.0 | 4S. LI screens for Senators to use when we are in session. | 6 | PS | | O | Sen | 4S. LI screens for Senators to use when we are in session. (Priority) | |
| 13.0 | 12S. Ability to do Calendar within system. | 6 | PS | | O | Sen | 12. Half of the Calendar is done outside of the system. This includes agendas. | |
| 92.0 | SliQ Integration | 6 | | | O | DS | Need to develop an API specification for integration. Warren, Austin, Terri, Don K., and Nick Cote (SliQ) to define API. Work on this during session for implementation during summer 2012. | |
| 93.0 | SliQ Integration | 6 | | | O | DS | Committee agendas will be sent to chambers in word format. | |

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|-------------|---|----------|----------|--------------|--------|----------|--|-----------------|
| 94.0 | SLIQ integration | 6 | | | O | DS | IRC testing didn't start this morning as scheduled. Systems are ready to go per Beth, they just need to test. | |
| 95.0 | SLIQ integration | 6 | | | O | DS | Pat requested an overview of how the system works. Beth offered to have Kristi put a document together for Pat's review. | |
| 19.0 | 18S. Appointments - under Consideration of Appointments | 7 | PS | | O | Sen | Update: 01/27-AW Ticket on issued logged to developer. 18S. Appointments appearing on Calendar under Consideration of Appointments after a Committee Report has been read in. Final action on appts. Vote not always coming in. Cannot page appointments. | 3204 |
| 39.0 | 3H. Accessibility for members of Chamber | 7 | PS SK | | O | S/H | 3H. Performance of process for accessing system content, e.g., specific bills, is not fast enough for Chamber members to effectively, efficiently use system to access, review bills, e.g., wait time for initial load is unacceptable. Also, the integrity of links within this content requires improvement. | |
| 65.0 | Testing on appropriations bills with Revisor and KLRD | 7 | | | O | LM DS | Some testing tried the week of 10/31/11. Need updated documentation for LM system. Revisor and KLRD are testing appropriations on 12/5/11. Beth informed the group that Steve Lang has completed his work and process is ready for testing.. | |
| 124.0 | placeholder for WI from Research; AD will provide details | 7 | AD | AW JM | O | DS | Update 01/20-jcm: AD referenced critical issue re: Sub-committee reports and indicated she would submit details asap. | |
| 57.0 | Testing Long Titles | ?? | PS SK | PS SK | O | S/H | | |
| 58.0 | Testing Motions. | ?? | PS SK | PS SK | O | S/H | | |
| 59.0 | Testing substitute bill process. | ?? | PS SK | PS SK | O | S/H | Data on UAT was reloaded from production, this cleared out test data that Pat and Susan were using for testing causing them to have to reenter test data. Pat and Susan have rescanned bills for introduction and are working on amendments.. | |
| 60.0 | Develop Chamber test scripts. | ?? | PS SK | PS SK | O | S/H | Installed software in Senate and trained senate staff. | |

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|-------------|---|----------|----------------|----------------|--------|-----------|---|-----------------|
| 61.0 | Testing bills in Law Making and Chambers. | ?? | PS SK MT | DM SS | O | LM S/H | Debbie sent packages to chamber for Sandy to test. Space issue in bill number and race condition found in code process, fixed in newest build. LM received data from chambers. . | |
| 66.0 | CI Accceed not working correctly. | ?? | PS SK | PS SK | O | S/H | Pat will write a ticket for a correction on the Accceed function on the CI. Function putting '1 conferee' in bill history. Ticket created 7/8/11. Will be tested by Chambers as part of end-to-end testing. Susan completed a successful test. Pat reported that she did some testing but is not finished. Pat discovered an issue in preliminary testing. Beth asked Pat to update the ticket and assign to her (Beth). Pat hasn't done this as of 12/21. | |
| 68.0 | Chamber report items. | ?? | PS SK | DH | O | S/H | LI Bill summary and CI governor actions reports. Tickets logged and Derek Hyland working on them. Pat and Susan are testing reports. There are bills published to the Kansas Register that are not being reported on the bill summary. David Hiagins is now working on the governor actions Meeting held with Amy, Kristy, Andrew, Beth on 6/13 at 1330. Kristy reviewed with Pat, Susan and Amy, on 7/27/11 at 1:00PM. Reviewed in LI feature review and notes distributed. Tickets are being entered to schedule changes. | |
| 69.0 | LI Committee Pages - Feature Review. | ?? | PS SK AD | WS AR TO | O | LI | Pat and Susan reviewed new committee listing on LI preview site. Remove Non-standing headings. Released on 11/22/11 and implemented. Remove Non-standard Heading on Committee page and change Joint, Commission, Other, Special, and Task Force to a text size of Standing Committees. Update ticket - Non-standing heading still displaying. | |
| 70.0 | LI Committee listing. | ?? | PS SK AD | WS AR TO | O | LI | Pat and Susan reviewed new committee listing on LI preview site. Remove Non-standing headings. Released on 11/22/11 and implemented. Remove Non-standard Heading on Committee page and change Joint, Commission, Other, Special, and Task Force to a text size of Standing Committees. Update ticket - Non-standing heading still displaying. | |
| 72.0 | Posting committee documents. | ?? | PS SK AD | AW MS | O | DS | Matt is working on this, issue resolved, process to be documented. Matt will post current docs. KLRD will email new docs to Alan Wels to post until the DS system is implemented.. | |
| 84.0 | Summary of Legislation. | ?? | | | O | DS | Summary of Legislation GASP demo held on 7/27/11. LI content discussion held with KLRD and Kristy. Delivered 8/31/11 - Tested and tickets entered. KLRD will test further. They will not test until after session starts. Book won't come out until late March. | |
| 85.0 | The UAM is not matching production. | ?? | | | O | DS | Amy asked if Sub committees will have a unique KPID. Beth will check. Amy also noted that special charcters in the KPID are causing issues. Amy and Beth are in process of checking this. 12/21/11. | |
| 99.0 | Load rescanned 2010 committee data | ?? | | | O | DS | Need to load rescanned 2010 committee data into committee historical data and upload to LI/ELI. Meet with Terri, Warren, and Alan on updating. | |

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|-------------|---|----------|-------|--------------|--------|----------|--|-----------------|
| 106.0 | Back filling of hearing data from the 2011 session | ?? | | | O | LI | Group discussed the back filling of hearing data from the 2011 session. This work could be done during the 2012 session and completed before the biennium closeout. Available for the final Actions and Index Report. This is low priority for Pat and Susan. | |
| 109.0 | CCR and CCRB still not working. | ?? | | | O | DS | CCR and CCRB still not working. Beth will have Matt get with Susan and Pat. | |
| 110.0 | Capability to create labels. | ?? | | | O | DS | Amy requested capability to create labels. KLRD and Computer Services both receive many requests for this information. Needed the first week of session. Alan said the API can output this information. We need to identify what it would take to output to the public. Beth stated Lukasz in Dublin is working on mailing labels. | |
| 15.0 | 14S. Styles available for Governor's Messages and communications. | XC | PS | | C | Sen | 14S. Styles available for Governor's Messages and communications Completed | |
| 20.0 | 19S. Uploading from calendar to IRC voting. | XC | PS | | C | Sen | Update: 01/17-AW Tested and in production. Done19S. Uploading from calendar to IRC voting. Completed. | |
| 21.0 | 20S. Button on CI for bill hearings to show on bill status. | XC | PS | | C | Sen | Update: 01/17-AW In production and currently being used in 2012 session. Done.20S. Button on CI for bill hearings to show on bill status. (Completed and working) | |
| 23.0 | 22S. Bulk voting - interface between IRC and Propylon. | XC | PS | | C | Sen | Update: 01/19-AW Interface completed and in operation for the 2012 session. Done.22S. Bulk voting—seeing the interface between IRC and Propylon. (Will see and test next week) Completed | |
| 27.0 | 26S. Short titles list for voting/agendas for Committee Assistants. | XC | PS | | C | Sen | Update: 01/17-AW Report completed and procedure delivered. Done.26S. Short titles list for voting and for agendas for Committee Assistants. (Not tested yet.) Completed | |

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|-------------|--|----------|-------|--------------|--------|----------|--|-----------------|
| 31.0 | 30S. Moving still active 2011bills forward to 2012. | XC | PS | | C | Sen | Update: 01/19-AW This is implemented with the year 2 rollover, currently in operation for session. Done. 30S. Moving bills forward to 2012 that still can be acted on. Creating new folders in the thick client. Completed | |
| 33.0 | 32S. Publishing Daily Journal, Calendar to web. | XC | PS | | C | Sen | Need detail. 32S. Automatically publishing Daily Journal and Daily Calendar to the web. (Two pages of instructions last year. Should be able to test.) Completed | |
| 35.0 | 34S. Eliminate need to provide Research with hardcopies of all amendments. | XC | PS | | C | Sen | Update: 01/19-AW Distribute application in Chambers now distributes documents to DS zone when sent to LM zone. Done. 34S. Last session we were asked by Research to provide paper copies of all amendments because they could not rely on the amendments being on the system. Delete | |
| 55.0 | 16R. Admin - ability to set logins and define assigned roles. Original WI#56 17R. Process - editing and adding to KPIDs. | XC | MT | | C | LM | Update: 01/17-AW Procedure and training provided to Chad and Sandy. Chad created a new user in all environments on this date. Update: 01/05-JL Training for RO IT staff has not been done.. From Original Work Item#56 (17R. Process - editing and adding to KPIDs.) Update: 01/17-AW Part of procedure for adding users in item #55.0 Update: 01/05-JL Training for RO IT staff has not been done. | |
| 74.0 | LM Feature Review. | XC | | | C | LM | Lawmaking feature review completed and delivered on 10/22/11. | |
| 80.0 | XML Tags. | XC | | | C | LI | Update: 01/05-JL Item completed. XML tags removed. KLRD to work with Propylon to determine best format for inclusion in KLISS. Amy sent test data to Propylon. Steve Lang is checking on a script to remove XML tags. | |
| 89.0 | IRC integration. | XC | | | C | S/H | *Susan has scheduled IRC to implement vote interface 12/6/11. Complete | |

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|-------------|-------------------------------|----------|-------|----------------|--------|----------|---|-----------------|
| 96.0 | SLIQ Integration. | XC | | | C | DS | The vendor will be here 1/4/2012 thru 1/6/2012 am. A planning meeting for interested parties will be on 12/30/11 at 1:30. (This is a change from 12/22) | |
| 97.0 | Hearings on LI. | XC | | | C | S/H | Update: 01/17-AW In production and currently being used in 2012 session. Done. Chambers need a demo on setting hearings on CI. Covered in CI review on 10/25/11. Kristy completed testing. Pat and Susan tested hearings on Bills. Pat will test setting hearing on appointments. | |
| 98.0 | Committee documents on LI. | XC | | | C | DS | Update: 01/19-AW This is complete, close. Re-write process for posting committee documents on LI – Alan is working with Patti to review and edit documentation. | |
| 105.0 | KLRD access to update LI. | XC | | | C | DS | Update: 01/17-AW Link and access was provided to Amy. Done. KLRD access to update LI. Ticket logged and Kristy working on development on 12/5/11. KLRD log in to CI needed with virtual view for ds_docs_if folder. Amy stated that she now has an ID but needs the URL to access. 12/21 still doesn't have the URL Beth will send it to her | |
| 112.0 | SVN Training for KLRD. | XC | | | C | DS | Update: 01/17-AW Training provided. Done. Amy needs help installing the SVN for LuAnn and Carita. | |
| 67.0 | Law Making metadata clean up. | XC | MT | CC SS DM | C | LM | Update: 01/05-JL This Item is completed as this point. Any necessary metadata cleanup will occur on an as-needed basis during the 2012 session. Revisors Office will need training to complete metadata clean up projects during their scheduled time. Base bills in Law Making will be scheduled to be cleaned up – this will start after statute publication and validation training. Use of current base bills may be low during 2012 session, may want to clean up as needed during session. Continuing.. | |
| 71.0 | Chamber year 2 rollover. | XC | | | C | S/H | Chamber year 2 rollover: Beth informed the committee that Propylon would be working a change Friday morning 12/16/11 and asked that no one be in the system during update. Alan has opened a ticket on issues created by the update. Beth stated that it should be fixed with another update 12/22/11 | |

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|-------------|---|----------|----------|----------------|--------|----------|--|-----------------|
| 90.0 | IRC integration. | XC | | | C | DS | Pat has an IRC Overview scheduled 12/22 for Verla, Kristy, Tim and herself. | |
| 91.0 | IRC integration. | XC | | | C | DS | Pat said that voting will be tested tomorrow (12/22/11). Calendar upload to IRC is an "automatic" process with a button on chamber interface. | |
| 104.0 | Document – "How to read a bill" – post on the LI. | XC | | | C | LI | Update: 01/27-AW Implemented, close. Update 01/27-jcm: Status of placing doc on LI? Document – "How to read a bill" – post on the LI. Pat sent the document to Alan W. on 12/5/11. Will be published on the LI. | |
| 41.0 | 2R. Supplements: publication, printer-ready composition. Original WI#75: Publishing of Statute Supp books. | XC | MT | BK | C | LM | Update: 01/13-AW All volumns and index are approved and have been delivered to the Printing Plant for printing. Update: 01/05-JL Vol. 1-8 to printer, however, printer will not begin printing process until KSA Index volume is sent to printer. Need status update from Jordan on finalizing KSA Index to send to printer. Create Item 41.15 Upgrades to print code to eliminate excessive manual composition - priority 6 From Original WI#75: Test run of supp statute books for chapter 6 & 7 to the print plant by 10/21/11. Vol 6 is complete, the others are close to being ready. Per Jason an e-copy of statutes will be available if hoist is working. There is a lot of composition required to print books. Should be available in January. Jason said that he and Chad intend to send books to printer this week. The index is still an issue. Jordan will work with Steve Lang to identify what needs to be done to complete this task. 12/22/11 volumes 1-4 were sent to printing. 12/28/11 - Rest will be sent this week, by 12/30/11.. | |
| 78.0 | Inactive bills and delayed effective date cleanup | XC | MT JL | CC SS DM | C | LM | Update: 01/26-AW Cleanup was completed post statute update (hoist). Update: 01/05-JL Need status update on this from Jordan and Tyson. Beth passed along a request from Tyson that before drafting starts inactive bills and delayed effective dates need to be cleaned out. (Chad or Sandy). | |

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|-------------|--|----------|----------|--------------|--------|----------|---|-----------------|
| 86.0 | IRC Integration | XC 0 | | | C | S/H | *Terri – IRC said they were very close to testing. Hurricane Irene has set IRC back some. Terri will have an update on Friday, 9/2. IRC provided a demo to the interface on Friday 9/9/11. Kristy has drafted a process document, Beth sent out to Pat & Susan. Pat and Susan questions answered by Kristy. Complete | |
| 87.0 | IRC Integration | XC 0 | | | C | S/H | Update: 01/26-AW Implemented and resolved. Update: 01/19-AW Special characters have been removed from report. The new report can now be ran from the CI Reports page. This will be implemented in the next Thin Client push. *Need to include short title update process in documentation. Alan. Susan mentioned that she hasn't seen documentation yet so she doesn't know if it's there. Alan offered to pull documentation and provide to both Pat and Susan. Done Terri had to eliminate special characters so the short title report would generate. House seems to be working. Complete. | |
| 88.0 | IRC Integration | XC 0 | | | C | S/H | *Interface demo held on 11/29/11 1:30 PM in KLISS Office. Complete.Item completed. XML tags removed. | |
| 118.0 | Bill history dates incorrect on LI | XC 0 | All | WS | C | LI | Update: 01/15-AW A fix for the dates was developed and implemented through an ECR. | |
| 28.0 | 27S. Date of Legislative day after midnight. | XC 1 | PS SK | | C | S/H | Update: 01/19-AW This was completed over the interim and implemented. Done.27S. Must keep same legislative day after midnight. (Need to see and test.) | |
| 34.0 | 33S. Change brackets in carryover bills. | XC 1 | PS SK | | C | S/H | Update: 01/19-AW This is implemented in LM base bills. Done. 33S. Need brackets in carryover bills. Apply style in new bills. | |
| 81.0 | Transferring and formatting redistricting info for bills | XC 1 | AD | WS | C | LI | Update: 01/27-AW First map posted successfully on 1/27, SB344. Update: 01/19-AW Linking and displaying redistricting maps to bills, CRs, amendments, & CCR has been implemented. Meeting set for 12/1/11 at 2PM with Amy, Alan, & Beth. Warren is working with Kristy and Austin to develop the process to complete this. Tags are needed. Alan will check with Warren for Status. Lot of questions remaining. Meeting will be schedule to review (12/22/11).. | |

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|-------------|--|----------|-------|--------------|--------|----------|--|-----------------|
| 103.0 | Process to send supp notes to Printing Plant for KLRD | XC 1 | | | C | DS | Update: 01/27-AW Amy reports working fine. Close. Update 01/27-jcm: Status of test noted below??? Process to send supp notes to Printing Plant for KLRD. - Alan W. done 9/12/11. KLRD will run a test to print a supp note at plant. | |
| 116.0 | Retrieve Bill Function | XC 1 | AD | AW | C | DS | Update: 01/19-AW Completed. Update: 01/17-AW Function fixed and ECR approved to put in production. Think clients will be installed in KLRD. | |
| 119.0 | ELI server will not completely restart after a reboot. | XC 1 | All | WS | C | ELI | Update: 01/17-AW A configuration fix was identified and through an ECR the fix was implemented. | |
| 120.0 | 12pt font in Bills on the LI | XC 1 | PS | TO | C | LI | Update: 01/17-AW The bills have been corrected on the LI. The correct proofing, editing, and publishing process was delivered to the chambers. The updated bills have been sent back to LM for use in Base Bills. | |
| 9.0 | 8S. Journal Templates and wording of templates. | XC 2 | PS | | C | Sen | Update: 01/19-AW Senate staff have been trained on how to edit templates. Done. 8S. Journal Templates and wording of templates. Must be correct. | |
| 18.0 | 17S. Set hearings on appointments on CI. | XC 2 | PS | | C | Sen | Update: 01/19-AW The function has been implemented and is being used for session. Done. 17S. Set hearings on appointments on CI. | |
| 22.0 | 21S. Second Year Resolutions numbering. | XC 3 | PS | | C | Sen | Update: 01/17-AW In production, resolutions in LI only display current year, link for previous years available. Done. 21S. Second Year Resolutions using same numbers as first year of biennium. (Vendor says it is fixed. Not working at this time. | |
| 26.0 | 25S. Training on templates. | XC 3 | PS | | C | Sen | Update: 01/17-AW Training completed on 12/7. Done. 25S. Training on templates. Completed training. Still need to change some templates. | |
| 6.0 | 5S. Accuracy. | Xd | PS | | X | Sen | 5S. Accuracy (Priority) Delete | |

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|-------------|---|----------|----------|----------------------------------|--------|----------|--|-----------------|
| 3.0 | 25. Tails on white board WI#3 moved into WI#2. | xm | PS | | X | Sen | 25. All tails on white board for Senate Majority Leader to set General Orders. (Priority) | |
| 8.0 | 75. correctly formatted bills for the KS Register and Session Laws WI#8 moved into WI#7. | xm | PS SK | | X | S/H | 75. No way to provide Secretary of the State correctly formatted bills for the Kansas Register and Session Laws unless done by the State Printer Move up with enrolling bills. | |
| 45.0 | 6R. Testing - table formatting. WI#45 moved to WI#42. | xm | MT | JL | X | LM | This item should be combined into item #42.0 Update: 01/17-AW Tax bill with 5 tables has been created in Revisor Office. Revisor staff currently creating styled tables for bill. Once the styles are created, the bill will be tested in UAT for proper formatting on introduction in Chamber. Update: 01/05-JL Recreate as Item 42.5 since it is closely related to Item 42. Need to run tests on table style functionality once fixes are made; testing done with TC's staff? | |
| 56.0 | 17R. Process - editing and adding to KPIDs. WI#56 moved to WI#55. | xm | MT | | X | LM | Update: 01/17-AW Part of procedure for adding users in item #55.0 Update: 01/05-JL Training for RO IT staff has not been done. | |
| 62.0 | Law Making Validators WI#62 moved to WI#48. | xm | JL | TD | X | LM | Validators will be used by RO IT staff. Andrew will provide descriptions of validators. A test bill will be set up to train RO staff on packaging error. Tyson is drafting documentation on importing text into drafts. Validator description document now on KLISS wiki. | |
| 75.0 | Original WI#75: Publishing of Statute Supp books WI#75 moved to WI#41. | xm | MT JL | BK CC SS JM TD DH | X | LM | Test run of supp statute books for chapter 6 & 7 to the print plant by 10/21/11. Vol 6 is complete, the others are close to being ready. Per Jason an e-copy of statutes will be available if hoist is working. There is a lot of composition required to print books. Should be available in January. Jason said that he and Chad intend to send books to printer this week. The index is still an issue. Jordan will work with Steve Lang to identify what needs to be done to complete this task. 12/22/11 volumes 1-4 were sent to printing. 12/28/11 - Rest will be sent this week, by 12/30/11. | |

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|-------------|---|----------|----------|----------------------------|--------|----------|---|-----------------|
| 76.0 | Original WI#76: Statute update in statute base. WI#76 moved to WI#40. | xm | MT JL | BK CC JM AW TD | X | LM | Sandy and Jordan are working on the hoist application. Jason informed the committee that testing is not completed. He emphasized that without a hoist there can't be a session and questioned whether we needed additional resources to facilitate testing. Beth stated that she would look for help from Propylon. Will have a meeting of the affected staff at 3:30 (following this meeting). Jason reported that the Hoist has been completed. The intent is to run volume 2A for a final check. 12/28/11- Clean up is completed, hoist is complete. Any issues discovered will be fixed in statute base | |
| 102.0 | Enrolling Bills WI#102 moved to WI#7. | xm | | | O | S/H | Original WI#102: Kristy to work with Alan to obtain actual Margin sizes for Enrolled bills. (The only information we have is that the bill is 25 pica's wide per the Print shop). Propylon will make corrections and re-test. Pat & Susan will check open ticket on formatting. Chambers to test enrolled bills as part of end-to-end testing and determine if issues have been resolved. Need demo from Matt on updated enrolling process when it's ready. David Higgins is now free to work on template updates defined in tickets. Train staff week of 1/9/11. Review by 12/8/11. Susan got instructions yesterday and needs to test. Pat has sent some changes. According to Beth, Kristi is working on it. David Higgins is working on styles. Pat and Susan will use 2011 final engrossed bills to test in UAT. | |
| 107.0 | Original WI#107 Search implementation in Law Making and Chamber WI#107 moved to WI#52. | xm | | | X | LM CA | Search implementation in Law Making and Chamber set to implement after implemented in Decision Support on 12/16/11. Propylon still working on this item. | |
| 77.0 | Publishing of statute images to the LI WI#77 moved to WI#71.1 | xm 0 | MT JL | BK | O | LM | Update: 01/05-JL Recreate as Item #73.5. Images are as much a part of the law as the text and need to be made available to the public as soon as possible. The group discussed images associated with statutes. It was decided to post the statute text on the LI as was done last year and then determine the solution to post images. | |
| 10.0 | 9S. Order of Daily Journal by Order of Business. WK#10 moved into WI#38. | xm 2 | PS | | X | Sen | 9S. Order of Daily Journal by Order of Business instead of by time. Need master template. | |

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|-------------|---------------------------------|----------|-------|--------------|--------|----------|--|-----------------|
| 2.0 | Sliq-Scribe Pilot Issues | 1 | TC | DK TC | O | DS | <p>Update 1/26 TC; 1/26/12 Version 1.0.4 received from Sliq. Initial testing passed on identified issues with one exception on printing. Working with Sliq to recreate and resolve the printing issue. Targeting release into production on 1/27/12 or 1/30/12.</p> <p>....</p> <p>Update: 01/18 TC; training and targeted support continue</p> <p>Training and acceptance of Sliq-Scribe Pilot is slow</p> <p>Minor issues tickets open with Sliq</p> | none |
| 5.0 | Liberty Migration | 2 | AD | TC | O | DS | <p>Update 1/26 TC; 17,300 documents in the KLRD Public folder have been exported. These still need initial validation and have not been released to Propylon yet.</p> <p>An attempt to install Liberty on another pc to speed up the export process failed.</p> <p>....</p> <p>Update: 01/18 TC; exports underway in background mode as time allows.</p> <p>Export Liberty documents and metadata</p> <p>Propylon will import documents and metadata into KLISS repository</p> <p>KLRD will verify migration</p> | none |
| 4.0 | Streaming Video/Audio Switching | 3 | TC | MC TC | O | DS | <p>Update 1/26 TC; Sent more technical information to av+ design per request</p> <p>....</p> <p>Update: 01/18 TC; working with engineers to agree on design/costs.</p> <p>Need to install kill switch for streaming audio/video in 346-S</p> <p>Highly political and visible project</p> <p>Working with MEI, av+ design, OITS</p> <p>av+design will propose solution by 1/20/12</p> <p>....</p> | none |

Exhibit A.2: Technical Work Item Status Log

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|-------------|--|----------|-------|--------------|--------|----------|-----------------|
| 6.0 | Transition from Dictated Passwords to Self Service Passwords | 4 | jcm | TC | O | I/T | none |

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Update added 01/27-TC: Transition from Dictated Passwords to Self Service Passwords
 The transition from dictated passwords to self service passwords will be a minor change for users. Most people are accustomed to this process in other business transactions and online systems. This change will allow users to control their password for access to the state network, vpn and email systems.

When the change is implemented, users will be prompted to create a new password when they log in. They will be prompted to generate a secure password using special characters, numbers and upper-case letters. In the past legislative passwords expired once a year. Transitioning to self service passwords brings us into compliance with ITEC Policies 7230 and 7230A, Enterprise Security Policy and Procedures.

This will mean a change in how Service Technicians now access legislator laptops during a help call. Computer Services staff will not have access to the legislator password and may need legislators to be available during the help call.

Prior to transitioning to self service passwords, we will need to make a change in how users authenticate to the wireless network. This work is scheduled to complete during the Turn Around break at the end of February. OR "This work is scheduled to complete during the legislative break in April."

The new password procedures will be implemented during the legislative break in April. OR "will be implemented during the veto session." Users will be notified well in advance of the change. At the time the change is implemented, users will be prompted to change their password during the login process. This is a familiar process, used by most online systems. Computer Services staff will be on hand to provide assistance as needed.

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| Work Item # | Work Item Name | Priority | Owner | Task Manager | Status | Function | Log entries in reverse chronological order (latest on top). // prefix indicates Plan or Assign is completed. -- Status Update, format= Update event date-author; event name (if any); narrative re update, issues, next steps. -- Task Assignment, format= Assign due date; person assigned to; description of task and/or deliverable. -- Action Plan, format= Plan expected date of action; activity or action planned and any narrative explanation. | Related Tickets |
|-------------|---|----------|-------|--------------|--------|----------|---|-------------------|
| 7.0 | Conversion to Voice over Internet Protocol (VOIP) | 5 | jcm | TC | O | I/T | <p>Conversion to Voice over Internet Protocol (VOIP)</p> <p>Four years ago the Office of Information Technology Services (OITS) began implementing the state-wide Cisco Layer 3 network, provisioning voice, data and video over a single connection. The Legislature converted to the new network in the summer of 2008. The new voicemail system was implemented during the summer of 2010.</p> <p>The next step in this upgrade is moving state agencies to the new Cisco VOIP system. In the Capitol, the Governor's Office and other executive branch offices have already converted to VOIP. The legislature will implement the VOIP system the weekend of June 22, 2012.</p> <p>During Capitol Restoration the data and telecom wiring design included the requirements for VOIP. In the East and West Wings new terminations will need to be installed on the existing wire, but no new wire will need to be pulled. When we were installing wire in the South Wing the specific VOIP technology had been specified, so were able to install to meet that requirement. The South Wing telephone connections use a CAT 6 data cable with a small in-line convertor to RJ11 for the handsets. The North Wing project will be completed with VOIP installed.</p> <p>VOIP functionality includes standard voicemail and caller ID features. Additional functionality includes instant messaging, presence awareness and integration of voice mail and email.</p> <p>Training on the advanced features will be provided to full time staff during the summer of 2012. Session employees will receive training as part of their annual training program in December, 2012. Legislator training will be included in the orientation sessions in early December, and throughout the 2013 legislative session.</p> <p>OITS has installed a VOIP Model Office in Computer Services' offices, 63-W. The new phone handsets are available for demonstrations at any time. OITS can also schedule large group</p> <p>Update 1/26 TC; 1/23/12 OITS identified an issue in the Cisco Intrusion Prevention Devices. These devices have been taken offline and a Cisco TAC opened. Cisco is investigating. 1/17/12 Outage reported last 3 weekends 1/17/12 Discussion with Justin O'Brien, recommends focus investigation on DNS</p> | OITS Ticket #4494 |
| 1.0 | Random internet outage | XC | TC | SR TC | C | All | | |

Exhibit A.2: Technical Work Item Status Log

Sorted by Priority

| Work Item # | Work Item Name | Priority | Owner | Task Manager | Status | Function | Log entries in reverse chronological order (latest on top). // prefix indicates Plan or Assign is completed. -- Status Update, format= Update event date-author; event name (if any); narrative re update, issues, next steps. -- Task Assignment, format= Assign due date; person assigned to; description of task and/or deliverable. -- Action Plan, format= Plan expected date of action; activity or action planned and any narrative explanation. | Related Tickets |
|-------------|----------------|----------|-------|--------------|--------|----------|---|-----------------|
| 3.0 | Password Leak | XC 0 | TC | SR TC | C | All | <p>Update 1/26 TC; 1/23/12 New passwords were distributed on 1/20/12. Developing "self service" model for all passwords.</p> <p>.....</p> <p>Update: 01/18 TC; new passwords will be distributed on January 19 or 20. Change in process going forward - will transition to "self service" model for passwords as soon as technical preparation work is complete.</p> <p>Password file leak w/o 01/16 resulting in reissuance of all passwords.</p> <p>Internal I/T staff error caused the problem. Understand what happened and when but not able to clearly identify source of error. Minimal exposure prior to deleting file.</p> | none |
| 8.0 | | | | | | | | |
| 9.0 | | | | | | | | |
| 10.0 | | | | | | | | |