

Status report: Travis County HHS BPA Project

As of May 1- 31st



Summary and Key Accomplishments

- Submitted Current-State Insights Report and all HHS business process documentation for review
- Finalized Ambitions Lab activities and agenda

Open Decisions and Pending Items

Actions and Next Steps

- Distribute pre-Ambitions Lab packet to attendees
- Provide Zoom invite to attendees
- Test Zoom features with Travis County in preparation for the Ambitions lab
- Facilitate Ambitions Lab
- Develop and submit Efficiency Assessment & Recommendations deliverable

Completed Activities

Work Thread	Status	Actions Completed	Risks
Project Management		<ul style="list-style-type: none"> • Continued planning Aspire schedule, activities, and meetings • Updated and added documentation to project SharePoint as needed • Developed content and organized logistics for the Ambitions Lab • Began developing the Efficiency Assessment & Recommendations deliverable template 	Possible Delays Due to COVID-19
Business Process Assessment		<ul style="list-style-type: none"> • Began organizing materials and logistics for future-state planning sessions (by program) • Continued to analyze current-state findings and identify gaps to highlight improvement opportunities recommendations to align with HHS goals and priorities 	N/A
System Discovery		<ul style="list-style-type: none"> • Continued to capture existing data elements and reporting requirements for HHS systems • Continued to organize high-level ECMS requirements and details captured from Sense phase 	N/A
Service Design		<ul style="list-style-type: none"> • Held internal planning sessions to finalize the goals, content, and outputs of Ambition Lab • Began planning stakeholder sessions to assess service efficiency and design for future-state, including service blueprint 	N/A

Upcoming Milestones

Activity / Deliverable Name	Date	Status	Next Steps	Risks
Facilitate Ambition Lab	Tentative 6/10/20		Finalize pre-lab packet and lab deck, and facilitate session	N/A

On-track
 Off-track
 At risk
 Not started
 Complete