Status report: Travis County HHS BPA Project

As of June 1- 30th

Summary and Key Accomplishments	Open Decisions and Pending Items	Actions and Next Steps
• Facilitated virtual Ambitions Lab for HHS • Collected list of priorities for ECMS from Ambitions Lab activities • Developed detailed schedule and priorities for future state sessions		• Organize and compile outputs from Ambitions Lab to share with stakeholder group • Schedule Aspire executive and program sessions • Develop and submit Efficiency Assessment & Future-State Recommendations deliverable

Completed Activities

Work Thread	Status	Actions Completed	Risks
Project Management	🟢	• Continued planning Aspire schedule, activities, and meetings • Updated and added documentation to project SharePoint as needed • Developed content, organized logistics, and facilitated the virtual HHS Ambitions Lab • Began developing the Efficiency Assessment & Recommendations deliverable	Possible Delays Due to COVID-19
Business Process Assessment	🟢	• Created schedule and began developing meeting materials for future-state sessions (by program) • Continued to analyze current-state findings and identify gaps to highlight improvement opportunities and recommendations that align with HHS goals and priorities	N/A
System Discovery	🟢	• 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	🟢	• Met with project stakeholders to review HHS goals and priorities • 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
Efficiency Assessment & Future-State Recommendations (Task 3)	Tentative 8/14/20	🟢	Continue to develop template and populate deliverable document with content and recommendations based on output from Aspire activities	N/A

🟢 On-track 🟡 Off-track 🔴 At risk ⚪ Not started ▣ Complete