

Status report: Travis County HHS BPA Project

As of August 1 – 31st



Summary and Key Accomplishments

- Finalized Service Blueprints for divisional Future State Sessions
- Developed draft of Efficiency Assessment & Recommendations Report based on synthesized output from Future State Sessions
- Began drafting the Data Elements & Reporting Requirements deliverable
- Began identification and assessment of key requirements for Decide phase

Open Decisions and Pending Items

Actions and Next Steps

- Finalize best practices, industry metrics, performance/efficiency metrics, etc. into recommendations
- Finalize and submit Efficiency Assessment & Future-State 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 according to work plan • Updated and added documentation to project SharePoint as needed • Continued development of the Efficiency Assessment & Recommendations and Data Elements & Reporting deliverables • Reviewed governance framework and potential participants 	Possible Delays Due to COVID-19
Business Process Assessment		<ul style="list-style-type: none"> • Synthesized research on best practices, standards, benchmarks into the Efficiency Assessment & Future-State Recommendations deliverable • Continued assessment of current-state findings against future-state 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 • Began organizing high-level ECMS requirements for Decide phase sessions • Continued SME engagement and research to identify best practices for system requirements and performance evaluation 	N/A
Service Design		<ul style="list-style-type: none"> • Developed content, organized logistics, and facilitated 9 future-state sessions across divisions (FSS, OCS, CSD, ITS); expected to complete these sessions by 9/1 • Identified key current state challenges and opportunities to improve service efficiency and design for future-state 	N/A

Upcoming Milestones

Activity / Deliverable Name	Date	Status	Next Steps	Risks
Efficiency Assessment & Future-State Recommendations (Task 3)	Tentative 9/11/20		Continue to finalize deliverable document with content and recommendations based on output from Aspire activities	N/A

On-track
 Off-track
 At risk
 Not started
 Complete