

## Meeting Summary

**Functional Area: Infrastructure Services**

**Meeting: Workshop – Re-convening/External System Actors**

**Date: 03/19/2008**

**Location: Room 505**

**Meeting called by: Nancy Saunders**



**Attendees:** Will Burke, Nick Danforth, Doug Mack, Dave Brown, Mike Farnsworth, Mike DePhillip, Chuck Wandling, Dave Burhop, Gary Ham, Alice Meyre, Nancy Saunders, Cindy Sussan

### Session Goal:

To expose the vision for IS going forward, and to begin our exploration of the External System Actors as defined by the other process areas.

### Summary

Nancy welcomed all back, and introduced Doug Mack and Alice Meyre, the new team members.

Mike Farnsworth spoke about what has transpired in the three months we have been on hiatus. The Oversight Committee approved the re-scoping of IS, so we are on track; the vendor candidates have received clarification regarding portions of the RFP where their proposals were deemed deficient; the other process areas have been moving forward in their BPR.

The team reviewed the tracks they have explored in order to more clearly understand IS:

- Treating IS like a process area and trying to define processes
- Gathering requirements about what DMV's systems should be and do
- Defining/renaming Administer Infrastructure, re-conceptualizing it
- Mapping DMV's IT Strategic Plan to the COVA IT Plan
- Representing IS pictorially as an underpinning, with SD and BI to support DMV's business needs.

Dave Burhop attended the morning session and talked about the amount of work and detail that needs to be done for the Design Forum. At this point, BPR will probably take through early September based on where we are today and not having anymore delays going forward.

In the afternoon session the team started to look at the External System Actors identified by the business process areas. We looked at each actor and grouped it into a functional process, for example: inquire status/standing. Many of the actors had little more than a definition. Nancy will discuss with the other Process Coordinators about providing more information, perhaps Purpose of interface, type of "transaction", and perhaps an SME whom IS could interview.

Will has agreed to map the actors to the Federal Enterprise Architecture Service Model for next week, which would make the DMV model more consistent with other government agencies. Cindy will paste information from the ITS EO- 07 Application System List into the model as appropriate.

### Plans for Next Work Session

Continue with External System Actors. Nancy will notify team members of a meeting time change if necessitated by the DLCI 3-day orientation.