

## Meeting Summary

**Functional Area: Administer Infrastructure**

**Meeting: Workshop – Administer Infrastructure**

**Date: 10/03/2007**

**Location: Room 505**



**Meeting called by: Jamie Habecker and Cindy Sussan**

**Attendees:** Chuck Wandling, Mike DePhillip, Nick Danforth, Mike Farnsworth, Will Burke, Jamie Habecker, Cindy Sussan

### Session Goals and Objectives:

1. Status Report on Process Management Proposal Progress
2. Identify Administer Infrastructure Modules
3. Create a Timeline for Administer Infrastructure Modules

### Summary

The team did not review the Process Management Proposal this week as planned, and will get an update next week if possible.

We reviewed the proposed statement of purpose for the Administer Infrastructure track, and made modifications, to simplify the language and deleting the information relating to Process Mail and Core Enterprise Services:

Administer Infrastructure plans, implements, oversees, and supports DMV's technical service delivery layer to support DMV's application business requirements.

DMV's technical service delivery layer consists of the system components necessary to enable business process areas to manage such functions as business rules, workflow, correspondence, data management, report generation and system security.

The team outlined the major areas that AI will need to address during Phase 2:

Identify, research and document:

- Technical Service Layer Engines
- System Actor Analysis and Reconciliation (interfaces)
- System Security (to include provisioning, authentication, authorization and audit)
- Domain and Requirements Review (of the other processes to keep our Domain Object and requirements up-to-date)
- Process Management
- Tactical Planning to support the Design Forum

Jamie and Cindy will review the AI workstream to begin a revision (as a separate document from the original).

In addition, the team continued to

- refine the Domain Model
- identify activities for which we will need to develop use cases
- document requirements

Will Nick and Chuck plan to report on Process Management on 10/17.

The team discussed the Interface Analysis documentation from Phase I and determined that the documentation is dated and that the group needs to focus on System Actors as they are added to and defined with the CSI Domain Model. We'll need to do a periodic gap analysis to ensure that all of the interfaces in Phase I are accounted for in the Domain Model (if they have not been eliminated due to re-engineering).

### **Plans for Next Workshop**

Identify additional activities related to AI.

Begin exploration of the CSI Domain Model to determine possible impact to AI Domain Objects, requirements and processing.