

## BI-WEEKLY PROJECT STATUS REPORT

Project Name:	<b>Arkansas HBE Project</b>	Report Period:	<b>7/24/11- 08/06/11</b>
AID Project Manager:	<b>Cindy Crone</b>	Published:	<b>08/08/11</b>
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Project Description:	<b>Health Benefit Exchange Planning</b>		

### Project Status Summary

The scoreboard below reflects the status of the Arkansas HBE Project.

Performance Indicators	Area	Status Summary Description <small>(only needed for areas with yellow or red status)</small>
	Overall	<p>The Program Integration Plan, IT Integration Plan, Marketplace/Financial Plan, Evaluation Plan and Communication, Education &amp; Outreach Plan work streams are all active.</p> <p>The Program and IT interviews have completed the formal data gathering activities for the Program Integration Plan and IT Integration Plan. Plan development is scheduled for delivery during mid-August.</p> <p>The workgroups sessions have completed the formal data gathering activities for the Evaluation Plan and Communication, Education &amp; Outreach Plan. Plan development is scheduled for delivery during mid-August</p> <p>The Marketplace/Financial Plan development is underway. Key model components are scheduled for walkthrough at the 8/9 Steering Committee meeting.</p>
	Schedule	<p>Submitted the following for State Review:</p> <ul style="list-style-type: none"> <li>• Governance Survey Results</li> </ul>
	Resources	Full team on board
	Risks/Issues	Multiple statewide initiatives are currently underway (or will be underway) that may have a dramatic impact on the Cost Modeling efforts. Efforts to properly reflect the intended future impact of the statewide initiatives have been started. Results are dependent upon response.
Color Legend	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  All systems go / on schedule         </div> <div style="text-align: center;">  Some area(s) of concern         </div> <div style="text-align: center;">  Serious risk         </div> </div>	

### Accomplishments of the Current Reporting Period

#### 1. Project Management

- Attended the Steering Committee Meeting on 7/26
- Provide next Bi-Weekly Status Report

#### 2. Governance Survey Results

- Collected comments/recommendations from the Workgroups regarding the Governance Plan within the Steering Committee on 7/26 – details included within the Meeting Minutes.

#### 3. IT Integration Plan

- Reviewed draft Asset Inventory, Functional Components and High-level architectural diagrams with AR HBE Planning Team and the IT Workgroup on 8/3.
- Facilitated the IT Workgroup on 8/3

#### **4. Program Integration Plan**

- Continued work drafting the report

#### **5. Marketplace / Financial Model**

- Gather Public Source Data (Mass Connector Reports)
- Complete “Naïve Model” output in preparation for delivery to Steering Committee (8/9)
- Gather Arkansas Model Source Data
- Draft Actuarial Analysis model in preparation for delivery to Steering Committee (8/9)

#### **6. Communication, Education, & Outreach Plan**

- Deliverable outline completed on 7/28
- Reported the Workgroups’ summarized comments to the Steering Committee on 7/26
- Compiled Q&A information from Workgroups into documentation to inform C/E/O Plan
- Continued work drafting the report

#### **7. Evaluation Plan**

- Deliverable outline completed on 7/28
- Continued work drafting the report

### ***Planned Activities for the Next Reporting Period***

#### **1. Project Management**

- Facilitate Steering Committee Meeting (8/9)
- Provide next Bi-Weekly Status Report

#### **2. Governance Survey Results**

- No planned activities

#### **3. IT Integration Plan**

- Review draft sections of the report with AR HBE Planning Team
- Gather follow-up information as needed
- Draft Plan for initial submission (week of 8/22)

#### **4. Program Integration Plan**

- Review draft sections of the report with AR HBE Planning Team
- Gather follow-up information as needed
- Draft Plan for initial submission (week of 8/15)

#### **5. Marketplace / Financial Model**

- Review the Initial draft Marketplace model with the Steering Committee (8/9)
- Evaluate and apply Public Source Data (Mass Connector Reports)

- Gather Arkansas Model Source Data
- Populate “Naïve Model” with applicable data
- Review the Draft Actuarial Analysis model with the Steering Committee (8/9). Revise as directed.
- Draft Report for initial submission (week of 8/22)

**6. Communication, Education, & Outreach Plan**

- Draft Plan for initial submission (week of 8/15)

**7. Evaluation Plan**

- Draft Plan for initial submission (week of 8/15)

**8. Business Operations Plan**

- Begin drafting Plan for initial submission (week of 8/29)

**Risks, Issues and Action Items**

**Risks**

Below is a summary of submitted/open risks for the report period. Please see Monthly Risk Report for more details.

RISK TITLE	OWNER	STATUS
<b>Exchange Authority Delays</b> – A long delay in establishing the future governance model will impact both the procurement/establishment methods as well as delay 2012/13 preparation tasks.	Cynthia Crone	Open
<b>Complex IT Collaboration</b> – Due to the numerous IT efforts affecting the Arkansas Health systems (MMIS, SHARE, DIS/SSO, HBE), there is a significant risk to one or more of the efforts resulting in delays associated with shared technologies, resources or funding.	Cynthia Crone	Open

**Issues**

Below is a summary of submitted/open issues for the report period. Please see Weekly Issue Report for more details.

ISSUE TITLE	OWNER	STATUS

## Action Items

The following is a list of resources requested/closed during the report period.

(Action Items marked as "Completed" or "Closed" in last Status Report have been removed)

#	ACTION TITLE	ACTION OWNER	PRIORITY	PROGRESS	DATE OPENED	DUE DATE

## Change Requests

The following table provides a summary of Change Requests that were open during the report period.

DATE OPENED	CR #	REQUESTOR	DESCRIPTION	STATUS	HOURS	TARGET COMPLETION <sup>+</sup>
None						

<sup>+</sup> Target Completion of the change (i.e., when will schedule be changed to accommodate the request, if approved)

## Staffing and other Project Related Changes

### Staffing Changes

Below is the updated resource loading chart.

EMPLOYEE LAST NAME	EMPLOYEE FIRST NAME	ROLE	AR ROLL-ON DATE	AR ROLL-OFF DATE*	COMMENTS
Glick	James	Executive Oversight	06/06/11		Part Time as needed
Sodergren	Dave	Project Manager	06/20/11		Full Time
Grissom	Kathy	Business Analyst	06/06/11		Full Time
Peters	JP	Business Analyst	06/20/11		Full Time
Tinsley	Amy	Business Analyst	06/06/11		Part Time as needed
Wood	Cyrus	Technical Analyst	06/20/11		Part Time as needed
Powell	Lars	Powell & Associates	06/06/11		Part Time as needed
Howland	Mark	Solucia	06/06/11		Part Time as needed
Messer	Tom	Solucia	06/20/11		Part Time as needed
Hopkins	Debbie	AFMC	06/20/11		Part Time as needed
Rossi	Amy	AFMC	06/20/11		Part Time as needed
Sorensen	Janet	AFMC	06/20/11		Part Time as needed
Schrader	Amy	AFMC	06/20/11		Part Time as needed
Schell	Jason	AFMC	06/20/11		Part Time as needed
Williams	Janna	AFMC	06/20/11		Part Time as needed
Billelo	Lisa	AFMC	06/20/11		Part Time as needed

\*Roll-off date is end of project unless otherwise noted.

\*\* Participants in the project who do not require space allocation.

## **Deliverables**

The following table depicts the current phase for each deliverable with the associated status and due date for that phase.

<b>DELIVERABLE DESCRIPTION</b>	<b>PHASE</b>	<b>STATUS</b>	<b>BASELINE START DATE</b>	<b>BASELINE FINISH DATE</b>	<b>ACTUAL START DATE</b>	<b>ACTUAL FINISH DATE</b>
Governance Survey Results	Planning	Complete	6/6/11	7/1/11	6/6/11	7/7/11
Program Integration Plan	Planning	In progress	6/20/11	8/11/11	6/20/11	
IT Integration Plan	Planning	In progress	6/20/11	8/11/11	6/20/11	
Marketplace/Financial Analysis Plan	Planning	In progress	6/20/11	8/18/11	6/27/11	
Communication/Education/Outreach Plan	Planning	In progress	6/28/11	8/18/11	6/28/11	
Evaluation Plan	Planning	In progress	6/28/11	8/18/11	6/28/11	
Business Operations Plan	Planning	Not Started	8/15/11	8/31/11		