ENFORCEMENT AND LICENSING MODERNIZATION (ELM) PROJECT

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BAR ADVISORY GROUP MEETING
JULY 12, 2018
ELM BACKGROUND

- BreEZe Project
  - Department of Consumers Affairs (DCA) project with the goal of consolidating all DCA regulatory entities into a single licensing and enforcement system
  - Release 3 (which included BAR) cancelled in January 2015
  - 18 regulatory entities using BreEZe
ELM BACKGROUND (CONTINUED)

• 16 regulatory entities still seeking to modernize business processes, including BAR.

• AB 111 – Modernization Requirements

• DCA Business Modernization Plan
  • Lessons Learned
  • The Road Forward
ELM APPROACH

• Phase 1 - Business Readiness
• Phase 2 - System Requirement / Business Needs Specifications
• Phase 3 - Project Approval Lifecycle
• Phase 4 - System Implementation
ELM ESTIMATED TIMELINE

BAR Business Modernization
Proposed Timeline

2018 - 2024 Timeline:

- **Business Activities**: 1/1/18 - 12/17/19
- **Project Approval Lifecycle**: 12/16/19 - 11/20/20
- **S1BA (Draft & Submission)**: 12/16/19 - 2/14/20
- **S1BA Approved by CDT**: 4/24/20
- **Stage 2 Alternative Analysis (Draft & Submission)**: 2/17/20 - 4/24/20
- **S2AA Approved by CDT**: 7/3/20
- **Stage 3 (Draft & Submission)**: 4/27/20 - 7/3/20
- **Stage 3 Approved by CDT**: 9/11/20
- **Stage 4 (Draft & Submission)**: 7/6/20 - 9/11/20
- **Stage 4 Approved by CDT**: 11/20/20
- **Configure & Implement MVP**: 12/1/20 - 1/3/22
- **Configure & Implement Phased Enhancements**: 1/4/22 - 1/2/23
- **Maintenance & Operations**: 1/3/23 - 1/2/24

Key Dates:
- **MVP Go-Live**: Jan 3, 2022
- **Release 2 Go-Live**: Jan 2, 2024
ELM STATUS

• Phase 1 - Business Readiness
  • Organization Change Management
  • Business Process Reengineering (BPR)
    • “As-Is” Business Process Mapping
AS-IS BUSINESS PROCESS APPROACH

Define
- Identify Major Functional Areas
- Categorize Major Functional Areas and business processes
- Conduct Research & Job Shadowing

Refine
- Review Each Functional Area and define High-Level As-Is Business Process Models
- Confirm coverage of High-Level As-Is Business Process Models

Elaborate
- Gather the details of As-Is Business Process Models
- Document detailed information for As-Is Business Process Models
AS-IS ACTIVITIES

- Kick off Meeting
- Functional Area Breakdown
- Research & Job Shadowing
- High Level BPMs
- Detailed BPMs
- BPD Approval

Define ➞ Refine ➞ Elaborate
FUNCTIONAL AREA BREAKDOWN

Tasks 1 & 2: Define & Validate Major Functional Areas and/or Groupings

Example:
RESEARCH & JOB SHADOWING

Task 3: Research major functional area and business processes
Task 4: Shadow Subject Matter Experts (SMEs)
HIGH LEVEL BP MODELS

Tasks 5 & 6: Develop and validate High-Level As-Is BPMs for each functional area

Example:
DETAILED BP MODELS

Define ➤ Refine ➤ Elaborate

Tasks 7 & 8: Develop and Validate Detailed As-Is BPMs

Example:

AR01: ARD Initial Applicant Process

The detailed process for an applicant applying for initial ARD licensure for Limited Liability, Partnership, Corporation, and Sole Proprietor businesses.
QUESTIONS AND COMMENTS

Submit questions and/or comments to:

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