

WORKSOURCE INTEGRATED TECHNOLOGY (WIT) INFORMATION & TECHNOLOGY STEERING COMMITTEE

July 1, 2025



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Agenda:

- WIT Project Agenda review
 - Project updates
 - SAW Demo / Decision
 - Go / No-go Technical items (updates)
 - Quality Assurance updates
 - Next Steps
-
- I&T Steering Committee Agenda Items

Meeting objectives:

- Shared understanding on the WIT Replacement project deliverables
- Full engagement from participants on decisions and advice requested



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PROJECT UPDATES

Linda Kleingartner



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WIT Replacement Project Status

As of 6/30/2025



Budget



Risk



Schedule



Scope



OCM

Accomplishments:

4

- Completed Sprint 27 (5/28-6/17) |
--**Core Product/WA Works** – working on Enrollments, PIRL, Role-based access controls.
--**New WorkSource WA** worked on landing page, find a WorkSource Center and live Chat Agent experience.
- **Completed Data Migration Sprint 45** | Mapped RESEA Enrollments & Completion reasons, built Enrollments table, implemented Participation Episodes logic.
- **Product** | Embedded Job Seeker new-WSWA User Study results into development; conducted third User Study with Employers.
- **Training** | Validated content sequence and objectives; Learning Management System installed and began set up.
- Go-live update communication distributed to all system users.
- Planned and hosted the June 27 Town Hall.



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Project Budget – May 2025

	Monthly Budget Summary		
Section	May 2025 Budget	May 2025 Expenditures	May 2025 Variance
134-116 CPP WIT Gate 6- State	(\$421,408)		
134-117 CPP WIT Gate 7- State	\$1,448,979	\$1,152,479	\$296,000
FY25 Grand Total (1)	\$1,701,63	\$1,150,575	\$551,064

Annual Projection			
FY25 Budget	FYTD Expenditure as of May 2025	Projected Expenditures June 30, 2025	Projected Variance June 30, 2025
\$3,871,110	\$3,599,865	\$3,599,865	\$271, 245
\$6,521,445	\$4,899,450	\$5,993,419	\$528,026
\$11,825,864	\$8,499,315	\$9,876,606	\$1,949,258

NOTES:

(1) Includes Holdback still with OFM

-We do expect an underspend in FY25

-The reductions show in May for Gate 6 were as a result of WATech reducing our budget to more closely match our expenditures.

-We do anticipate submitting a Decision Package for FY26 Supplemental.

(as of 6/26/2025)



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Project Issues

- **Issue #195296** Vendor updated action plan. | The vendor Product team is unable to keep the Backlog "full" of development requirements. (J. Perla)
- **Issue #222017** | Launchpad key resources are overcommitted and spread too thin, impacting project scope, schedule and quality. (J. Perla)
- **Issue #213081** | Insufficient Sprint Capacity planned to build the PIRL within the ESD Launchpad Product in the ESD Salesforce Org, impacting project timeline. (J. Perla)
- **Issue#233347** | If Project environments are not kept up to date, then the project schedule may be impacted (V. Ammisetty)



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Project Very High Risks- Risk Rating 20

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- **Risk #233347** | If Project environments are not kept up to date, then the project schedule may be impacted (V. Ammisetty)
- **Risk #216070** | If Launchpad's PIRL work for Oklahoma is delayed, or lessons learned couldn't be applied, or if Launchpad PIRL resource expertise availability can't be committed onto the WIT project. the quality or timeline of PIRL could be impacted. (J. Perla)
- **New Risk # 259544** | If LP's PIRL Technical Requirement Velocity is not increased, then it could impact the project timeline or quality (J. Perla)
- **New Risk #259545** | If Vendor's PIRL QA Testing Capacity is not increased or dependencies are not completed, then it could impact the project timeline (J. Perla)
- **New Risk #259618** | If the vendor cannot provide sufficient PIRL SME capacity, then the project timeline may be impacted (J. Perla)
- **Elevated Risk #260194** | If offshore resources using AVD to conduct development work is not resolved or adopted (the requirement to do so is not disputed), the project quality and timeline may be impacted. (V. Ammisetty)

Risk Matrix (Risk Rating 0 – 25)

Likelihood/Probability ↑	5					
	Very High	5	10	15	20	25
	4					
	High	4	8	12	16	20
	3					
	Moderate	3	6	9	12	15
2						
Low	2	4	6	8	10	
1						
Very Low	1	2	3	4	5	
		1	2	3	4	5
		Very low	Low	Moderate	High	Very High
		Impact →				



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WIT Project update

Activities underway

Launchpad and ESD having continuing “reset” conversations

- Weekly check-ins (Tuesday and Fridays)
- Executive Briefing Meeting 6/23
- Collaborative discussions on details surrounding the schedule, costs, risks / issues, and licensing

Schedule re-baseline projects a go-live in late Spring 2026

- Dependent on significant new hire effort and investment requirements
- Confirming contracted scope



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PROJECT GOVERNANCE ITEMS

Linda Kleingartner



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WIT Project Governance updates

People

Anne Goranson replaces Sam Havens as Data Migration Sub-project sponsor

Introducing Jeff Mortensen ESD IT Project Manager

Rebecca McGinnis exclusively focused on data migration product management

Claire Britton replaces Bryan Pannell as Core Product Lead Development Partner

Process

Budget Status Criteria in the PMP has been amended to reflect expenditure projections

Post Release Consideration List has been added to Scope Management

Detailed Sprint Goal Forecasts and Functional trackers added to schedule deliverables

Current practices documented: Sprint Completion Report, User Studies, Data migration simulation, Business validation plan

Team Collaboration

Steering Officers + Cami to meet mid-July for continued strategic leadership visioning

Anne G assumes leading role for comms and stakeholder management

Employment Plan Advisory Team completed their work

Workgroup established to focus on WIT System Access

GO / NO-GO CHECKLIST

ESD TECHNICAL ITEMS

Venkat Ammisetty & Jeff Mortensen



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Security Design Review (SDR)

SDR Status Update

The SDR process kicked off on 04/04/25. Target completion date:09/15/25.

Stakeholders: Luke Hansen (WIT architect) , Adarsh Jinwali (OCS)

Completed:

- Review of WIT architecture diagram with OCS
- Received first round of OCS feedback on architecture diagram

In-Progress:

- Finalize updated network diagram with system boundaries: Target 07/21/25
- Add user type numbers and roles to authentication documentation: Target 07/25/25
- Define short- and long-term responsibilities in shared security model access control & NDA expectations for vendors: Target 07/30/25
- OCS review round 2 & remediation: Target: 08/01/25-08/25/25
- Schedule project leadership review: Target 08/30/25
- SDR Complete: Target 09/15/25



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Final Testing and Code Quality Validation

Final Testing & Code Quality

The Code Quality Signoff & Final Testing checklists were jointly developed by the WIT technical team and Launchpad and approved by the WIT team on 06/07/25.

The Final testing and Code quality checklists will:

- Ensure a comprehensive testing and code quality review is conducted for final sign-off before release.
- Confirms quality, security, and readiness of the new system.
- Supports a structured validation process for deployment readiness.



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WIT SYSTEM ACCESS WORK GROUP

Michael Luchini



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WIT System Access Workgroup

Lead: Michael Luchini

Project Manager: Linda Kleingartner

Purpose: focus on the technology, policy and procedures needed to ensure that all aspects of WIT system access is clearly defined, supported by policy, and whose process is well documented to be trained and communicated throughout the WorkSource System as a pre-condition to go-live.

This includes:

1. how new staff are added to the system and who are the approved requesters,
2. how staff are deboarded, and
3. how new providers get added to the system and who are the approved requesters

Deliverables:

- A completely revised and updated workforce system access policy and all associated *procedures*.
- Detailed access request workflows including role definition and expectations as well as process owner descriptions.
- Consensus on non-negotiable boilerplate system access agreement language and mechanisms that predicate the addition and creation of new *providers* in the WIT system.
- Service Level Agreement (SLAs) on all process and sub-process turnaround times for ASD, ITSD, and ESPI.
- Integration of the workgroups outcomes and procedures into the WSS ITSM framework.



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QUALITY ASSURANCE

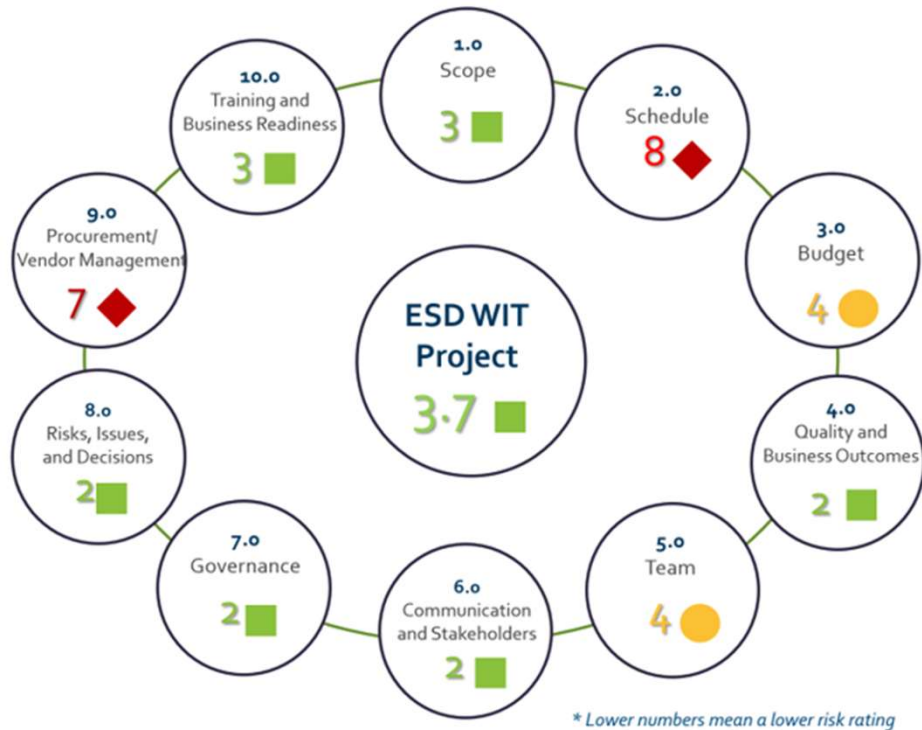


Gaspar Gulotta, Jeff Pearson



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Dashboard



Category	Trending	April 2025 Assessment	May 2025 Assessment	June 2025 Assessment
Overall Project Health Rating	↑	2.8	3.0	3.7
1.0 Scope	=	3	3	3
2.0 Schedule	↑	7	7	8
3.0 Budget	↑	2	2	4
4.0 Quality and Business Outcomes	=	2	2	2
5.0 Team	↑	2	2	4
6.0 Communications and Stakeholders	=	2	2	2
7.0 Governance	=	2	2	2
8.0 Risk, Issues, and Decisions	=	2	2	2
9.0 Procurement / Vendor Management	↑	3	5	7
10.0 Training and Business Readiness	=	3	3	3

Priority	Current reporting period	Opened to Date	Currently Open
High Priority	2 opened; 0 closed	15	3
Other	0 opened; 0 closed	39	2
Total	2 opened; 0 closed	54	5

Legend	Low Risk	Medium Risk	High Risk
Color:	Green	Yellow	Red
Rating:	1 – 3	4 – 6	7 – 10
Definition:	Industry best practices	Action warranted to reduce risk	Immediate action warranted to avoid adverse impact

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High Priority Recommendations

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High Priority Recommendations	Opened
<p>2.9 Establish a schedule as quickly as possible. Even an estimated schedule will provide the necessary stability to project staff.</p> <p>Status: The project plans to release a schedule in early July. They are also continuing to work with the vendor on a mutually agreeable timeline.</p>	June 2025
<p>5.7 Communicate openly and transparently with the project team to bolster team stability. Establish a best-<u>estimate</u> schedule as soon as possible to ensure stability for the team.</p> <p>Status: Team members indicate that project leadership effectively communicates information. <u>The</u> team feels well-informed about the project and its status.</p>	June 2025
<p>9.5 The project should consider initiating options analysis to complete the project, including worst-case scenarios with the vendor.</p> <p>Status: <i>The Agency is exploring all options for completing the project. Based on the information they have at that time, they plan to establish a schedule by early July at the latest.</i></p>	May 2025



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Executive Sponsor & WA Tech insights

Next Meeting:
Tuesday, Aug. 5,
2025

Project Next Steps:

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Development: Complete Sprints 28 and 29 (6/17 through 7/29/2025)

- ❑ Core Product/WA Works focused on building out PIRL report generator and introduction of Enrollment features (referrals, assessments).
- ❑ New WorkSource WA homepage feature of workshops & events, career profile management.

Data Migration: Sprint 46 – Continue mapping of Employer data, load Enrollments for Adult & DW, ingest Enrollment Service and Job tables from Salesforce

Product | Analyze employer user study findings; Planning for the 4th user study on accessibility. Kicked off discussion with WSWA LDPs on career profile and authenticated job seeker experience.

- ❑ Finalize with vendors the project timeline for go live, see approval(s), and communicate updates.
- ❑ Present project to the Technology Services Board.
- ❑ Planning & host the July 25 Town Hall.



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7/1 I&T Steering Only Agenda :

- **Advisory Committee Updates**
- **Portfolio & WS Technology updates**
- **Roundtable**

Transition time

(WIT Project-specific people are excused)



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ADVISORY COMMITTEE UPDATE

Ismaila Maidadi



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PORTFOLIO & WS TECHNOLOGY UPDATE

Christopher Jenkins



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Portfolio Projects & Tech Updates

Project Name	Status	End Date	Purpose	Updates
JAS/JFS Workforce Vouchering Modernization	In Progress	9/30/2025	Support services for DSHS participants are delayed by A-19 (BFET) and WorkFirst voucher requirements, often taking up to two weeks. Many agencies don't accept paper vouchers, and rural areas face vendor shortages, creating service inequities. To better meet customer needs and contractual obligations, modernizing service delivery is essential, as field requests continue to highlight the need for greater efficiency	<ul style="list-style-type: none"> • PROWD P-Card Pilot Policy refined • Discovery: list of programs that utilize vouchers collected • Discovery sessions with Bank(s) scheduled • Regular check-ins with Chad Stoker to keep project align OneWA changes
RAS Phone Accommodation	In Progress	8/19/2025	The project enhances the Reemployment Appointment Scheduler (RAS) for efficiency and ease of use, reducing staff involvement. ESD aims to keep phone appointments available upon customer request, aligning with Department of Labor guidelines.	
Public Use Computers	In Progress	N/A	Replace all public use computers at WorkSource locations that are out of warranty and require modern hardware to support current and future applications.	<ul style="list-style-type: none"> • Multi-app mode is still non-functional on Windows 11 despite continuous efforts with Microsoft • Machines will be on Windows 10 going forward, with the plan to migrate to Windows 11 once Multi-app mode is functional once again



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ROUND TABLE & QUESTIONS

Ismaila Maidadi & Mark Mattke



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THANKS!



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