

Glossary:

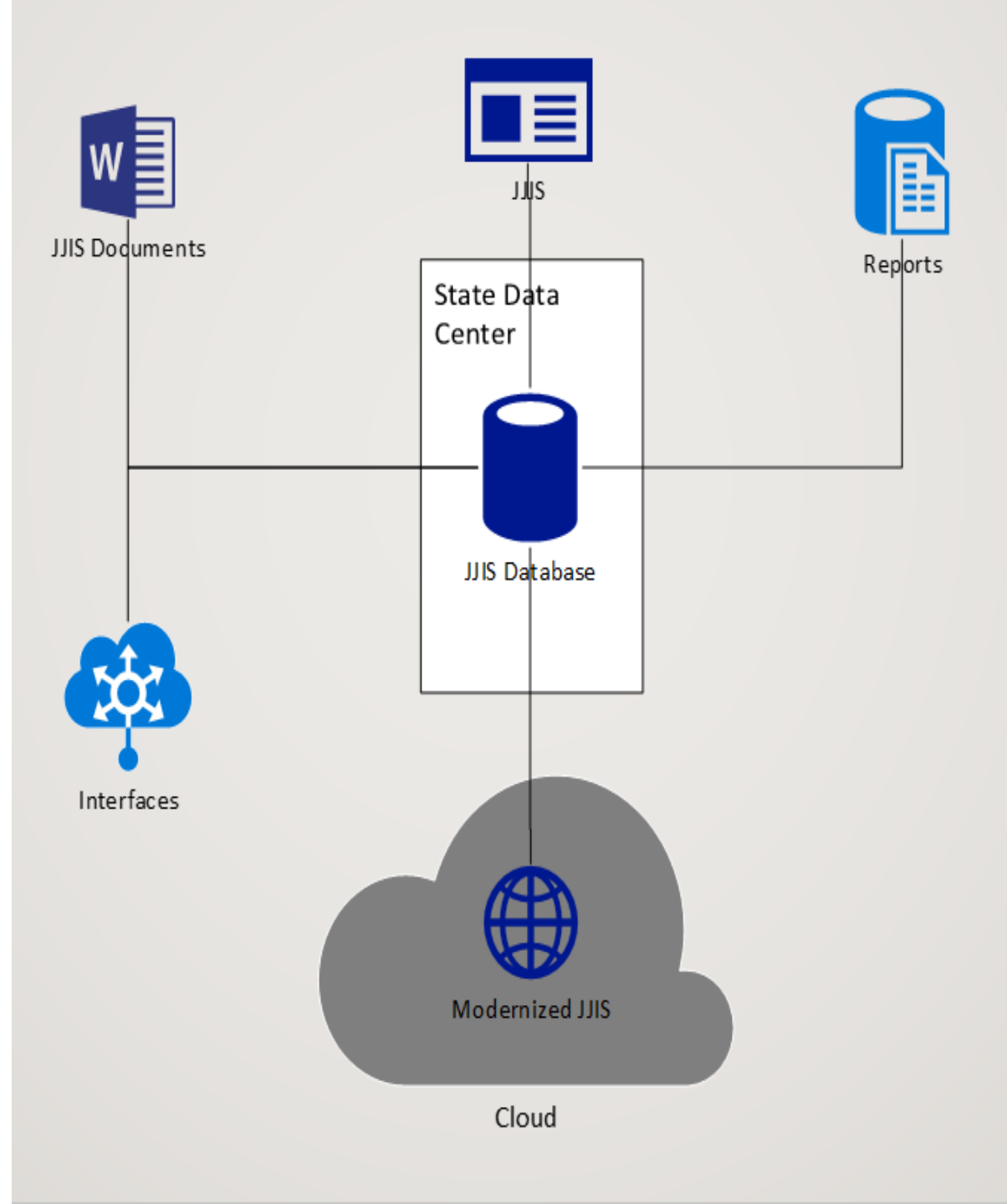
- **Request for Proposal (RFP):** A business document that announces a project, describes it, and solicits bids from qualified Vendors to complete it. A successful RFP will be completed once a contract is awarded, currently expected for Quarter 1 2022.
- **Low Code Application Platform (LCAP):** This is the type of technology that we are procuring as our solution; This will replace the JJIS User Interface that currently exists.
- **Low Code/No Code:** A development environment used to create application software through a graphical user interface instead of traditional hand-coded computer programming(C#, Java) etc. A low-coded platform may require additional coding for specific situations.
- **User Interface:** This is the part of JJIS that a user is able to see and interact with e.g., The Youth Notebook, Unit Roster, JJIS Notes – Screens, Buttons and data fields.
- **Limited Proof of Concept (LPOC):** Similar to a Prototype; A select group of Proposer(s) will work for approximately 6 weeks to develop a small portion of JJIS as part of the RFP Process. The Proposer(s) will provide a demonstration of what they built and the Evaluation Team will review and score.
- **User Experience (UX):** Is the process that design teams use to create products that provide meaningful and relevant experiences to users. including aspects of branding, design, usability and function.
- **Organizational Change Management(OCM):** A framework for managing the people side of change; Organizational change requires individuals to move from the current state to the future state—which requires managing both the technical side and people side of the change. OCM will help build Awareness, Desire, Knowledge, Ability and Reinforcement for the adoption of the JJIS Modernization Application.

- **Project Assessment Services:** Project Assessment services were provided by Elyon Strategies in 2019 and 2020 to help develop required Stage Gate deliverables, the Strategic Priorities for JJIS Modernization and provided the recommendation of a Hybrid approach, utilizing a LCAP, integration with OregonBuys(COTS) and implementation services provided by a Vendor working closely with the JJIS Development Team.
- **Independent Quality Management Services (IQMS):** Gartner was selected to provide Independent Project Oversight, these services are required by EIS. Gartner attends JJIS Project meetings, interviews stakeholders, performs quality checks on deliverables and provides an overall Project Risk Rating every Quarter, including risks associated with the project. Gartner has been engaged with the project since December 2019
- **Project Management Services:** Point b was selected to provide Project Management services, directing work, developing deliverables and works closely with the JJIS Modernization Project team, stakeholders and other project vendors.
- **UX Design Consultation:** A contracted vendor is anticipated to be added to the JJIS Project Team to provide UX Consultation and assessment as the JJIS Modernization application is developed. This will help ensure we are following standard practices in UX Development and a consistent flow across the system. Anticipated hiring in Q3 or Q4 2021.
- **OCM Services:** A contracted vendor is anticipated to be added to the JJIS Project Team to provide OCM services, working with the Project Team, stakeholders and vendors to lead change management. The JJIS Product Owner is PROSCI change management certified and will work closely with the Change Manager. Anticipated hiring in Q3 2021.
- **LCAP Vendor:** Through the RFP process a vendor will be selected to provide the platform that will replace the JJIS user interface with a modernized look and feel.
- **LCAP Implementation Services:** Through the RFP process a vendor will be selected to provide the development services that will used to develop the JJIS Modernization Application. This vendor will work closely with the OYA Development team and Project Management Team.

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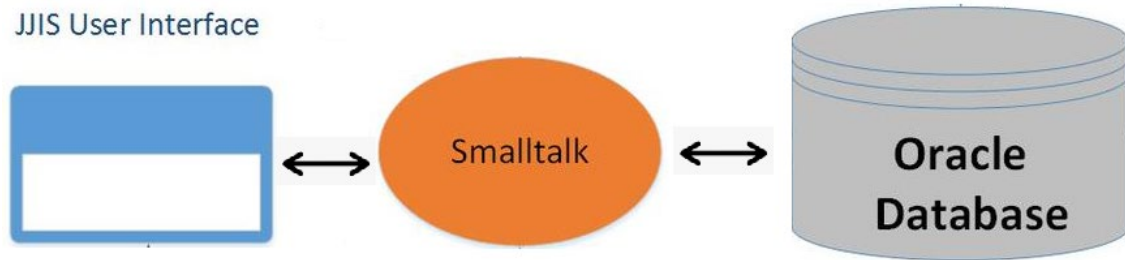
Just an example, there are many different variations, each with their own benefits and disadvantages

- **Architecture:** The overall view of the system including components and how they interact with each other, the environment they operate in, and design principles used to develop the software.
- **Cloud:** The delivery of computing services including servers, storage, databases, networking, software, analytics, and intelligence over the internet.
- **Business Rules:** Rules that guide the behavior of the system e.g., A youth last name is required to create a youth notebook.
- **Authentication:** The process a user goes through to log into JJIS using their username and password.
- **Security Roles:** These are built into the Oracle database and allow users specific access to JJIS screens and the ability to add/view information.
- **Oracle Database:** This is the electronic system of storage that contains JJIS Data.
- **State Data Center:** This is where the Oracle Database resides, separate from the cloud. The State Data Center is located in Salem.

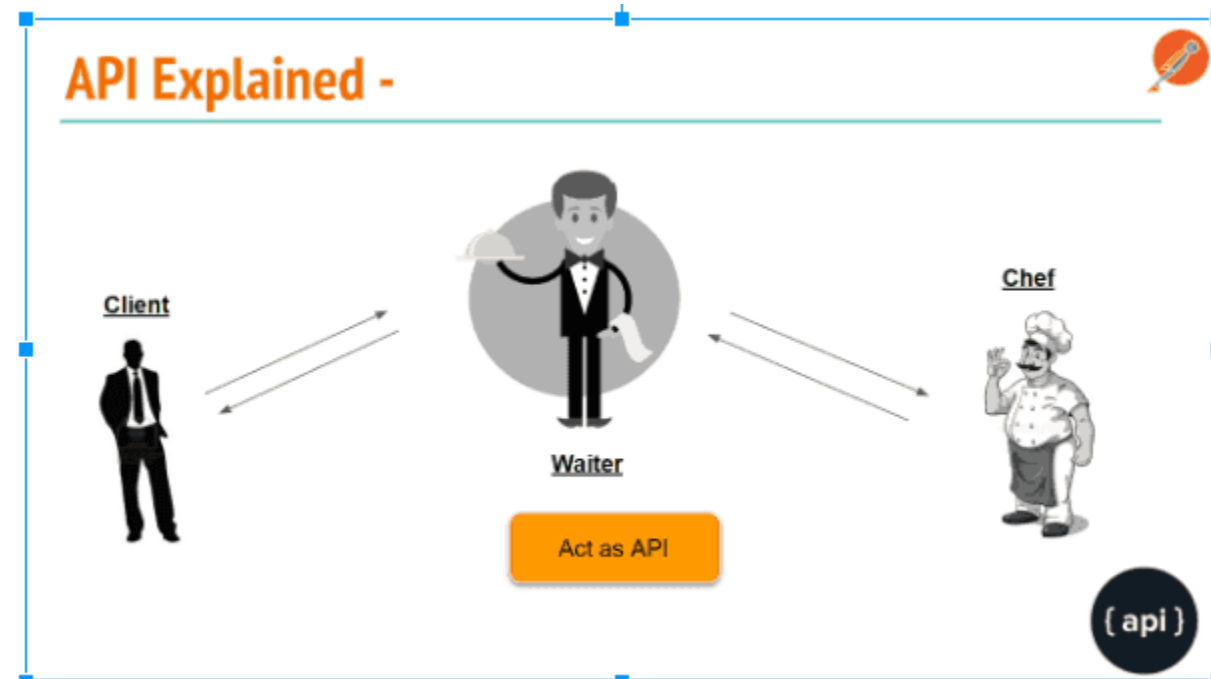


- **API:** Application Programming Interface; A collection of functions and procedures which allows us to communicate between applications or libraries. In short, it is like a connector between two services.

Business Example: OYA and Counties use the JJIS User Interface to enter and view information, the API then carries/communicates with the Oracle Database, where this information is stored.



Life Example: API is the messenger(waiter) that takes your order from you and communicates to the chef in the kitchen, what food to be prepared and after some time waiter returns with the ordered food.

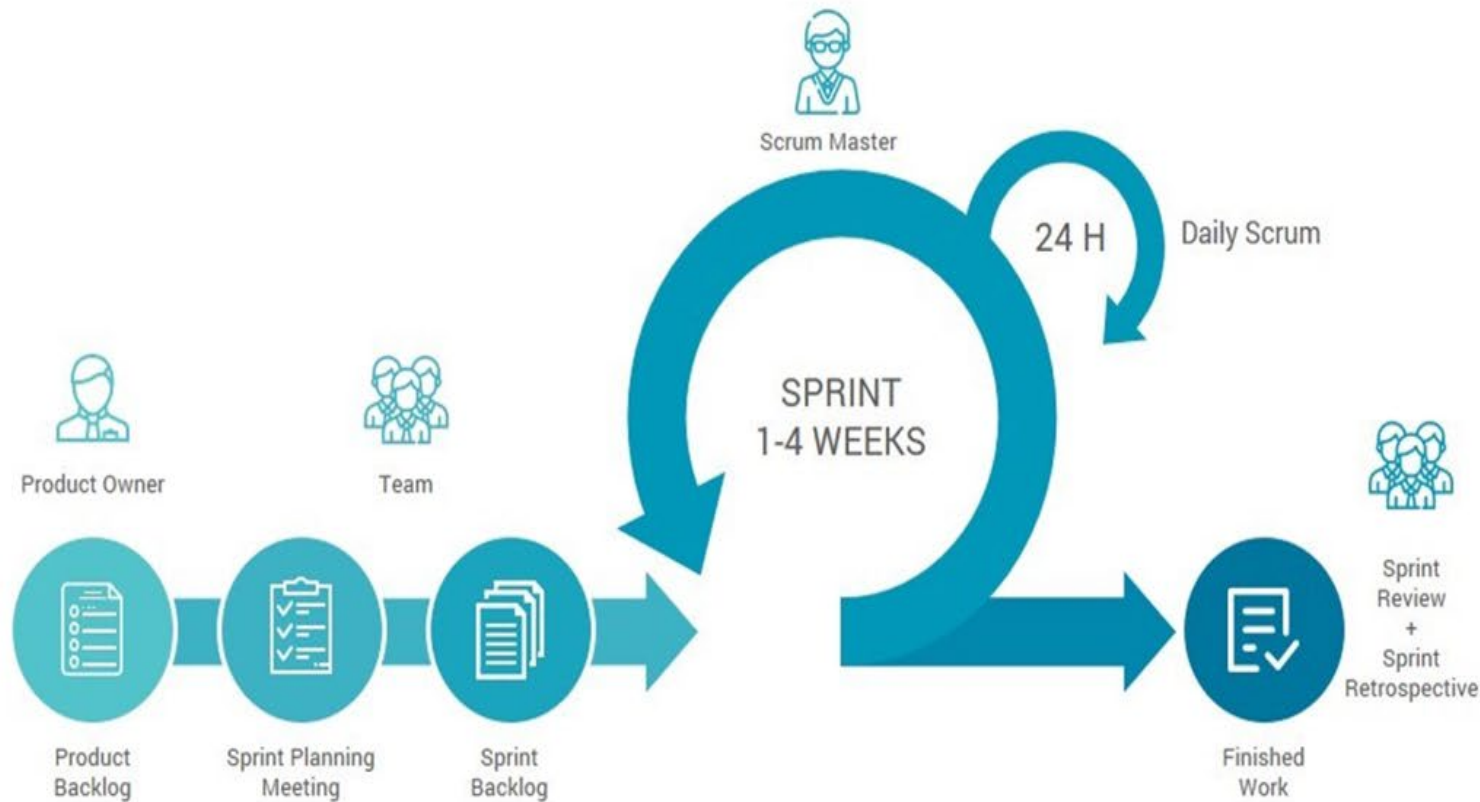


- **Smalltalk:** Code that JJIS Legacy is written; object oriented dynamically typed reflective programming language.
- **WalkMe** is a Digital Adoption Platform (DAP) that works by overlaying information in "tip-balloons" in the browser window. These balloons break down online processes into step-by-step instructions.
- **Commercial Off The Shelf (COTS) software:** Ready made software that is immediately available for use; may require configuration but not customization, e.g., Microsoft Office
- **Stage Gate:** The Stage Gate process provides an opportunity for incremental review and approval of significant IT projects e.g., JJIS Modernization. EIS endorsement is required at the end of each project life cycle stage.

PROJECT STAGES



Glossary, Continued
Agile Development Process



- Product Owner: Builds the backlog(work to be done), prioritize what will be worked on, approves the release. Works closely with user community and Development Team
- Sprint Planning Meeting: The development team looks at the list of what needs to be done, confirms they know enough about what needs to be built, a sprint backlog is created.
- Sprint Backlog: This is the list of items that has been agreed to that can be developed during the sprint 2-4 weeks at a time.
- Sprint: Developers are working through the backlog, Product Owner is answering questions, QA is testing what has been built
- Daily Scrum: Daily team meeting to check in (15 mins), what each person is working on, discuss any blockers(what is preventing the work from being accomplished)
- Scrum Master: Dealing with blockers, making sure the team has resources necessary, making sure the process is followed
- Sprint Review: The Development team shows the Product Owner what has been developed; Seeks formal approval from the product owner.
- Sprint Retrospective: Lessons learned, how could the team do better, what needs to be done differently