

Revenue Collection System

AOC Accounting Day – RCS Project Update

Nov. 19, 2013



AOC Accounting Day – RCS Project Update

Agenda:

- ❖ Welcome / Presentation Objectives
- ❖ RCS Project Review
- ❖ RCS Supporting Role in GEARS
- ❖ RCS Moving Forward
- ❖ RCS Proposed Rollout Approach
- ❖ Project Time Line
- ❖ Questions and Comments

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Welcome

Presentation Objectives:

- **Provide Accounting Day Attendees with an RCS Project Update**
 - ❖ RCS Deployments to-date
 - ❖ RCS Over that pass year
 - ❖ RCS Support effort to the GEARS Project
 - ❖ RCS Moving Forward
 - ❖ RCS Roll-out Approach and Proposed Schedule
 - ❖ RCS Projected Timeline

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➤ **RCS Deployments to-date**

Circuit Courts – 8 locations

Anne Arundel County

Caroline County

Carroll County

Cecil County

Howard County

Kent County

Queen Anne's County

Talbot County

District Courts – 8 locations

Anne Arundel County (2-sites)

Baltimore County (3-sites)

Carroll County (1-site)

Howard County (1-site)

Traffic Processing Center – money room (1-site)

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➤ **RCS Project Review of the Pass Year**

- Installed Vendor Software Upgrade/ Major Release of the Payment Manager > Class > Point of Sale application.
- Assumed ownership of the Configuration Management and Support of the JIS Service BUS for the user community.
- Developed and Implemented RCS 2.0 as part of transition to GEARS-OTC:
 - ❑ Removed the Local Accounting component out of RCS.
 - ❑ Created new items and processes to meet both the JIS Service Bus and GEARS Order-to-Cash requirements.
 - ❑ Briefed the RCS community on the RCS-GEARS Transition Changes.
- Deployed RCS to Carroll County and Howard County Circuit Courts.
- Worked with Circuit Court and District Court focus group users and GEARS OTC programming staff to develop the OTC and District Court Stand-alone User Workshops.

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➤ **RCS Support effort to the GEARS Project**

- GEARS OTC Workshop support for Back Office users for the Circuit Court, District Court – RCS Courts, and the Traffic Processing Center – Money Room. District Court Stand-alone users (pending early 2014).
 - ❑ Hosted workshops to walk users through OTC processes using live data in a test environment.
- Developed step-by-step, user-friendly, OTC documentation for:
 - ❑ Circuit Court
 - Revenue Deposit Process
 - ❑ District Court
 - Revenue Deposit and Escrow Process
 - Return of Escrow Process
 - Deferred Payment Tracking (working)
 - Bond Forfeiture Processing
 - Transcript Tracking (working)
 - ❑ Both Circuit and District Courts
 - Local Revenue End of Month Process
 - Bad Check Process
 - Adjustments Process
 - Revenue Refund Process

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➤ **RCS Moving Forward**

- The RCS team will provide support as it pertains to RCS Go-Live for RCS, the JIS Service Bus and GEARS OTC in the following areas:
 - ❑ Provide GL Allocation strategies to GEARS prior to the RCS deployment.
 - ❑ Advise the users on which queries to use in GEARS to help troubleshoot potential Account Code / Charge ID problems.
 - ❑ Create JIS BUS accounts for Back office users.
 - ❑ Review current business processes to determine if they can be streamlined to be more productive in the RCS and GEARS applications.
 - ❑ Provide support and guidance to the user when troubleshooting problems to determine if the problem occurred in RCS, JIS Service BUS or GEARS.
- Finish Step-by-step user documentation for the District Courts.
 - ❑ Deferred Payment Processing
 - ❑ Transcript Processing
- Participate in the District Court Stand-alone Journal Entry Workshops.
- Resume RCS Deployment.

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➤ **RCS Rollout Approach**

➤ **RCS Rollout Dependencies and Strategy**

❑ Dependencies:

- RCS is following the Windows 7 / Active Directory and MDEC deployment schedules.
- Windows 7 and Active Directory must be in place prior to RCS.

❑ Strategy:

- Simultaneous Training and Deployment of Multiple site locations.
- Multiple sites will be deployed on the same Go- Live date.

(Have successfully deployed 5 Circuit court locations on the same Go-Live day.)

❑ Court Selection:

- Deployment by Court. (Ex: Deployment to all Circuit Courts then all District Courts in the region.)
- Regional Deployment. (Ex: Both CC and DC per County in a region.)

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➤ **RCS Project Rollout Approach - continued**

➤ **RCS Deployment Schedule**

- ❑ Circuit Court – Eastern Shore (to be completed by January 31, 2014)
 - Circuits 1 and 2

- ❑ District Court – Eastern Shore (Training and Deployment begins March 2014)
 - Districts 2 and 3

- ❑ Southern Maryland – (TBD)
 - Circuit 7
 - District 4

- ❑ Central Maryland – (TBD)
 - Circuits 3 and 6
 - Districts 5, 6, 8, 9

- ❑ Western Maryland – (TBD)
 - Circuit 4 and 6
 - District 11 and 12

- ❑ Baltimore City – (TBD)

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➤ **Project Time Line**

➤ **Calendar Year 2014 -2015**

- Complete the remaining locations of the Eastern Shore Regional Deployment for Circuit Courts and District Courts.

- Continue with RCS Regional Deployments.

- Support MDEC Pilot – Determine RCS District Court Cashiering Transition Strategy.

- Complete RCS Deployment in 2015.

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Questions and Comments ?

