fpOnline NEWSLETTER

December 2024

ACCOMPLISHMENTS

Software Configuration

VisualVault completed Sprints 4-5. See below for more updates from VisualVault.

Town Hall

The fpOnline team successfully conducted a town hall on November 19. Click here to see the recording, which includes demonstrations of parts of the fpOnline tool.

New Tester

fpOnline's new tester, Waseem Khan, is on board. Welcome Waseem!

UPDATES FROM VISUAL VAULT

November accomplishments

- Demonstrated an initial version of the Forest Practice Application/Notification (FPA/N) form during the November Town Hall
- Continued configuration through the completion of Sprint 5 (primary focus is the FPA/N)
- Developed fpOnline GIS Activity map solution design and prototype
- Developed initial version of the Train-the-Trainer model based on interviews
- Participated in November Advisory and Change Champion Forum meetings

December planned activities

- Sprint cycles 6-7 (includes build out of other FPARS forms, Signature)
- Begin GIS configuration
- Develop fpOnline EBill & Collect solution design for ACH/Debit/Credit requirements
- Analyze existing DNR Oracle databases to support data migration efforts
- Prepare for demo in January 2025
- Prepare for Business Confidence Testing mid-to-late January 2025

PROJECT MILESTONES & PHASES

- The Planning phase involves preparation for RFP, team selection and high-level requirements. This phase started in May 2023 and ended in October 2023.
- The PROCUREMENT phase involves request for proposals, technology budget, vendor selection, and contract negotiations. This phase started in November 2023 and ended in July 2024.
- The DISCOVERY phase involves determining detailed requirements and ensuring common understanding. This phase started in July 2024 and ended in September 2024.
- The CONFIGURATION phase involves configuring software to meet requirements. This phase started in July 2024 and ends in February 2025.
- The TESTING & TRAINING phase involves testing configuration and comparing it to requirements and training users using multiple formats. This phase starts in February 2024 and ends in April 2025.
- The software will Go Live in May 2025.

LOOKAHEAD

Q4 2024 survey is coming out soon.

VisualVault will begin Sprints 6-8 and will focus on GIS and online payment components.

Calendar events:

December 3, 2024 - Reviewers Advisory Committee, 2:30 – 4:00 p.m.

December 4, 2024 - Landowner Advisory Committee 8:00 – 9:30 a.m.

December 4, 2024 - *FP Program Coordinator Call, 9:00 – 10:30 a.m.

December 5, 2024 - *FP District Manager Meeting, 8:15 – 10:00 a.m.

December 17, 2024 - *FP Assistants Monthly Meeting, 1:00 – 2:00 p.m.

December 18, 2024 - *FP Program Meeting , 10:00 – 11:00 a.m.

January 2, 2024 - *FP District Manager Meeting, 8:15 – 10:00 a.m.

January 7, 2024 - DNR FP Staff Advisory Committee 9:00 – 10:30 a.m.

January 7, 2024 - Reviewers Advisory Committee, 2:30 – 4:00 p.m.

January 8, 2024 - Landowner Advisory Committee 8:00 – 9:30 a.m.

January 8, 2024 - *FP Program Coordinator Call, 9:00 – 10:30 a.m.

January 15, 2024 - *FP Program Meeting , 10:00 – 11:00 a.m.

January 21, 2024 - *FP Assistants Monthly Meeting, 1:00 – 2:00 p.m.

January 23, 2024 - *fpOnline Steering Committee 3:00 – 4:30 p.m.

*DNR Internal Forest Practices program meetings

QUESTIONS OF THE MONTH

How will user testing work for fpOnline?

fpOnline testing is accomplished in multiple iterations:

1. Unit Testing - VisualVault developers perform unit testing to ensure the configuration and code meets project requirements.
2. Integration Testing - Integration testing ensures that interfaces and integration with other software works as defined in the requirements
3. Independent QA Testing - Independent quality assurance (QA) is a Visual Vault technical team separate from the development and fpOnline project teams. They test each configuration, associated logic, and end-to-end ease of use.
4. User Acceptance Testing - DNR's professional testing team completes user acceptance testing. They test the requirements against the delivered software to ensure expected business functionality.
5. Partner Testing - Partner testing is when internal and external partners will be asked to test fpOnline forms using predefined test scripts to become familiar with the platform and to help confirm requirements have been met.
6. Regression Testing - Regression testing occurs to ensure that the expected business workflow is met after an identified defect has been fixed through editing the configuration or code.

When will fpOnline be available for partner testing?

The plan is for internal and external users to begin testing in March 2025.

Why is it taking so long for internal and external users to see and work within the fpOnline forms?

The forms are still being configured. The Forest Practices Application form is being built first and then VisualVault will begin configuring the Water Type Modification Form and Appendices. Many questions in these forms are complex and take a long time to configure. In addition, before internal and external testers participate, the DNR test team must prepare documentation to assist testers with interacting with the forms. It will take a few months to complete this manual work effort before fpOnline is ready for end user testing.

NERD CORNER

What is a "grooming session" and how does it work?

A grooming session is a key activity in the Scrum framework where the fpOnline development team collaborates to ensure that the project backlog is well-defined, prioritized, and ready for future sprints. These sessions typically occur once a week and can last up to four hours, depending on the number of items in the backlog.

Key Objectives

Review and refine user stories. The goal is to clarify any ambiguities, identify missing details, and ensure that each story is well-understood by the team.

Estimate effort. The team discusses the effort involved in completing each story, using story points to measure complexity and work.

Prioritize the backlog. The product owner (Donelle Mahan) is responsible for ensuring that the backlog is prioritized in line with business value and goals. The team helps clarify items, but does not set the priority.

Process

A week before the grooming session, the product owner, and/or the people she assigns to help her, reviews user stories that were developed during the discovery process to confirm these stories are ready to be discussed and any edits have been made.

Collaborative review. During the grooming session, developers, product owners, and relevant stakeholders review each user story. Developers ask clarifying questions to ensure they fully understand the user story and its acceptance criteria.

Refinement. Based on feedback, user stories may be refined, combined, split, or removed as needed to ensure they are clear and actionable.

Prioritization. The product owner ensures that the most important and high-value stories are moved to the top of the backlog, ready for inclusion in the next sprint.

Output

Groomed user stories. After the session, the stories are refined and ready for sprint planning.

Effort estimates. Each story receives an estimate of effort, in Fibonacci-scale story points, to help guide the team in determining how much can be accomplished in the upcoming sprint.

On average, the team has been grooming approximately 30 issues per session, with an average of 54 points processed. The number of issues being processed has been increasing, particularly in the more recent sessions, which highlights the growing maturity and scope of the backlog as the project moves forward.

fpOnline TEAM MEMBER SPOTLIGHT

Heidi Brownell and Allyson Williams, fpOnline's Independent Quality Assurance Team

Heidi and Allyson have been doing independent (project management) Quality Assurance (QA) since December 2021. They met while Allyson was at the Employment Security Department managing a project under state oversight, and Heidi was her QA provider. They have 36 years of combined experience managing projects. They are both certified in organizational change management and are certified project management professionals.

Heidi and Allyson both live in the Olympia area and love their pets. Between them, they have two dogs and four cats. They love traveling, listening to live music, eating delicious food, and spending time with their families.

HOW TO GET INVOLVED

- Attend a VisualVault playback session, showing a feature of fpOnline as it is being developed. These will be recorded.
- Attend our next Town Hall event
- Attend Timber, Fish, and Wildlife (TFW) or Upper Columbia Basin (UCB) meetings
- Attend professional meetings, such as:
  - Washington Forest Protection Association (WFPA)
  - Northwest Indian Fish Commission (NWIFC)
  - Washington Farm Forestry Association (WFFA)

KEEPING UP WITH fpONLINE

- Sign up for the [GovDelivery email list](#)
- [Visit the web page fpOnline](#) | WA – DNR
- Email [dnrrefponline@dnr.wa.gov](#)
- Visit the [Washington State IT Project Dashboard](#)
- Read [previous newsletters](#)

FUTURE USER QUOTES

[fpOnline leadership] are doing a great job or they wouldn't be this close to getting this on the ground.

—Tribal Reviewer

Personally, I'm very excited—it is going to be huge, wonderful for the Forest Practices team.

—DNR Expert

Make fpOnline efficient for a user who is continually putting in permits and applications, like conveniently auto filling things for you.

—Forestry Consultant