


DAIR Log



	Description	Item Type	Status	Date Identified	Date Due (if applicable)	Date Closed	D3 Phase	BU's impacted	Originator	Owned By	Impact (1 Low; 3 High)	Trending (1 Low; 3 High)
1	Store 2 years of incident data	Decision	Closed	10/09/19	10/09/19	10/09/19	1	SHDR	John-Mariotti	Nitin-Bhatnagar	1	1
2	Exclude for SHDR D3: Genetec, Easy Lobby, TRIRIGA, Office 365	Decision	Closed	10/09/19	10/19/19	10/19/19	1	SHDR	John-Mariotti	Nitin-Bhatnagar	3	2
3	Include SHDR project tasks in timeline	Action Item	Closed	10/23/19	10/25/19	11/12/19	1	All	Catherine-Kirkland	Nitin-Bhatnagar	2	1
4	Schedule meeting with Mary Boyd for EDH	Action Item	Closed	11/07/19	11/08/19	11/08/19	1		Anthony-Leung	Nitin-Bhatnagar	1	1
5	Prepare D3 UI mockups to present intended look-and-feel and some basic navigation for the target state system	Action Item	Closed	10/21/19	11/11/19	11/11/19	1	All	Liz-Robert, Rebecca Mamos	Catherine-Kirkland	1	2
6	Schedule meeting with Harold Cubillos, John Clarke, Elton Palmer, Shiraz Moti for EDH (Tech)	Action Item	Closed	11/07/19	11/11/19	11/11/19	1		Anthony-Leung	Nitin-Bhatnagar	1	1
7	Meet Tom Blanchard	Action Item	Open	11/07/19	11/11/19		1	All	Anthony Leung	Anthony Leung	1	1
8	Schedule meetings for Soft Kick Off - series	Action Item	Closed	10/24/19	11/12/19	11/12/19	1	All	Nitin-Bhatnagar	Anthony-Leung	2	1
9	Schedule meeting for Formal Kick Off	Action Item	Closed	10/24/19	11/12/19	11/12/19	1	All	Nitin-Bhatnagar	Anthony-Leung	2	1
10	Schedule meetings for Business Requirement Gathering - series	Action Item	Closed	10/24/19	11/12/19	11/12/19	1	All	Nitin-Bhatnagar	Anthony-Leung	2	1
11	Schedule meeting with Sandeep Sharma for Rostr	Action Item	Closed	11/07/19	11/12/19	11/12/19	1		Anthony-Leung	Nitin-Bhatnagar	1	1
12	 Discuss and finalize D3 connectivity using Mutual SSL and WebVan	Action Item	Open	11/13/19	11/13/19		1	All	John Clarke, Michael Burch	John Clarke	1	1
13	Update D3 connectivity Arch diagram	Action Item	Open	11/13/19	11/15/19		1	All	John Clarke, Michael Burch	John Clarke	1	1
14	Check on ISA requirement	Action Item	Open	11/13/19	11/15/19		1	All	John Clarke, Michael Burch	Nitin Bhatnagar	1	1
15	Schedule meeting for Technical Kick Off	Action Item	Closed	10/24/19	11/14/19	11/14/19	1	All	Nitin-Bhatnagar	Nitin-Bhatnagar	2	1
16	Add Dee Seymour and Sandeep Sharma from Rostr to D3 Teams group	Action Item	Closed	11/14/19	11/14/19	11/14/19	1	All	Anthony-Leung	Nitin-Bhatnagar	1	1
17	Add an updated Architecture Visio diagram to the D3 Microsoft Teams group and share the link with Dee, Sandeep and the project team	Action Item	Closed	11/14/19	11/14/19	11/14/19	1	All	John-Clarke	John-Clarke	1	1
18	Work with Edward Reese and Will / Colin to find out the recipient of each Event-type notification for each Group in RIMS	Action Item	Open	11/07/19	11/15/19		1	GSCC WCOPs	Catherine Kirkland	Shelagh Sayers	2	1
19	Define Fox D3 data to migrate (fields and records)	Action Item	Open	11/11/19	11/15/19		1	Fox GSI	Anthony Leung	Shelagh Sayers	3	1
20	Set up meeting with John Spiker to find out about EDH-TRIRIGA connectivity	Action Item	Closed	11/13/19	11/15/19	11/16/19	1	All	John-Clarke, Nitin Bhatnagar	Nitin-Bhatnagar	1	1
21	Submit Rostr intake form - mention we require access to personal pronouns (with employee images) for HRIS approval	Action Item	Closed	11/12/19	11/18/19	11/18/19	1	All	Mary-Boyd	Shiraz-Moti	2	1
22	Delay in contract signing will delay the project	Risk	Open	10/24/19	11/19/19		1	All	Anthony Leung	Anthony Leung	2	1
23	Submit EDH engagement form for D3 integration	Action Item	Open	11/18/19	11/20/19		1	All	Anthony Leung	Shiraz Moti	2	1
24	Submit EDH engagement form for TRIRIGA integration	Action Item	Open	11/18/19	11/20/19		1	All	Anthony Leung	Shiraz Moti	2	1

Attention Level (1 Low; 3 High)	Strategy (if applicable)	Impact On Project	Action Taken	Modified	Modified By
4	None	No impact		11/18/	nitin.x.
6	Revisit at requirements gathering	Less scope of work		11/18/	nitin.x.
2				11/18/	nitin.x.
4				11/13/	nitin.x.
2				11/13/	nitin.x.
4				11/13/	nitin.x.
1				11/08/	nitin.x.
2	Invitee list:			11/18/	nitin.x.
2	Invitee list:			11/18/	nitin.x.
2	Invitee list:			11/18/	nitin.x.
4				11/13/	nitin.x.
1		Tech requirements timeline		11/13/19	nitin.x. bhatna
1		Tech requirements timeline		11/13/	john.cl
1		Tech requirements timeline		11/13/	nitin.x.
2	Invitee list:			11/18/	nitin.x.
4		Tech requirements timeline		11/14/	nitin.x.
4		Tech requirements timeline		11/14/19	nitin.x. bhatna
2		Requirements completion impacted	11/12: Shelagh planning to meet with GSCC and	11/13/19	nitin.x. bhatna
3				11/13/	nitin.x.
4		Tech requirements timeline		11/18/	nitin.x.
2		Tech team engagement		11/18/19	nitin.x. bhatna
2	Mitigate - Drive legal teams from Disney and D3 to work on a mutually acceptable MSA document. Involve Business stakeholders to help with decision-making	Delay in project start		11/18/19	nitin.x. bhatna
2		Tech team engagement		11/18/	nitin.x.
2		Tech team engagement		11/18/	nitin.x.

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25	Schedule meeting for Business Executive Committee - monthly	Action Item	Open	10/24/19	11/22/19		1	All	Liz Robert, Rebecca Mamos	Nitin Bhatnagar	2	1
26	Schedule meeting for Steering Committee - monthly	Action Item	Open	10/24/19	11/22/19		1	All	Nitin Bhatnagar	Nitin Bhatnagar	2	1
27	Schedule meeting for Operating Committee - weekly	Action Item	Open	10/24/19	11/22/19		1	All	Nitin Bhatnagar	Nitin Bhatnagar	2	1
28	Schedule meetings for Technical Requirement - series	Action Item	Open	10/24/19	11/22/19		1	All	Nitin Bhatnagar	Nitin Bhatnagar	2	1
29	Prepare Locations info in spreadsheet format with alias info as suggested by Liz	Action Item	In Progress	11/11/19	11/22/19		1	GSCC GSI SHDR WCOPs	Anthony Leung	Catherine Kirkland	2	1
30	Prepare Kick Off slide deck	Action Item	In Progress	10/18/19	11/25/19		1	All	Anthony Leung	Nitin Bhatnagar	3	2
31	Finalize Kick Off deck and route for review with Rebecca, ...	Action Item	Open	11/07/19	11/25/19		1	All	Anthony Leung	Nitin Bhatnagar	2	1
32	Follow up on GIS Advisory Review with Harold Cubillos	Action Item	Open	11/18/19	11/25/19		1	All	Harold Cubillos	Nitin Bhatnagar	2	1
33	Business requirements and collaboration with Genetec and Easy Lobby teams	Risk	Open	11/01/19	12/02/19		1	All	Anthony Leung	Anthony Leung	3	1
34	Liz to get information on the wireless radio integrated with the CAD system in use by Anaheim PD. Context: DLR and Aulani plan to use Motorola LEX-11 wireless radios for security officers. These radios have GPS, touchscreen, cameras and PTT	Action Item	Open	10/10/19	01/15/20		2	Aulani DLR	Tina Ramirez	Liz Robert	2	1
35	Latency for Dispatch form – creating, editing, assigning officers and saving	Risk	Open	09/10/19			1	All	Anthony Leung	Nitin Bhatnagar	3	1
36	Business Operations Impact – a new dispatch system will impact a key operation of security	Risk	Open	09/10/19			1	All	Anthony Leung	Liz Robert	3	1
37	Hosting in China Azure – new environment for International and SHDR IT teams	Risk	Open	09/10/19			1	SHDR	Anthony Leung		3	1
38	Genetec and Easy Lobby integrations approach is not finalized among business teams	Risk	Open	09/10/19			1	All	Anthony Leung		2	1
39	Genetec Web API does not support vehicle BOLO alert	Risk	Open	09/10/19			1	All	Anthony Leung		2	1
40	EDH TRIRIGA integration – new work will not be starting until March 2020	Risk	Open	09/10/19			1	All	Anthony Leung		2	1
41	VPN Connectivity between Corporate D3 and Burbank data center; SHDR D3 and SHDR data center – does not meet performance requirements	Risk	Open	09/10/19			1	All	Anthony Leung		2	1
42	Project coordination among multiple organizations that are geographically disperse	Risk	Open	09/10/19			1	Aulani SHDR	Anthony Leung		2	1
43	Scope is not well defined - specific operations requirements from a diverse user group community may extend configuration effort	Risk	Open	09/10/19			1	All	Anthony Leung		2	1

Attention Level (1 Low; 3 High)	Strategy (if applicable)	Impact On Project	Action Taken	Modified	Modified By
2	Start with bimonthly initially and then change to monthly. Invitee list: John Raucci, Andrea Cunningham, Will Salazar, Alex Rodriguez, Liz Robert, Rebecca Mamos, Shelagh Sayers, Anthony Leung, Catherine Kirkland			11/18/19 2:06	nitin.x.bhatnagar.-
2	Invitee list: Ron Iden, John Raucci, Liz Robert, Nancy Faginas-Cody, Andrea Cunningham, Rebecca Mamos, Shelagh Sayers, Anthony Leung, Catherine Kirkland			11/18/19	nitin.x.bhatna
2	Invitee list: Rodrigo Amigorena, Liz Robert, Rebecca Mamos, Shelagh Sayers, Anthony Leung, Catherine Kirkland, John Clarke, John Mariotti			11/18/19	nitin.x.bhatna
2	Invitee list:			11/18/	nitin.x.
2				11/13/	nitin.x.
6				11/18/	nitin.x.
2				11/13/	nitin.x.
2		Project Data Architecture		11/18/	nitin.x.
3				11/18/	nitin.x.
2				11/18/19 2:06 PM	nitin.x.bhatnagar.-nd@di
3	Mitigate - Vendor to monitor capacity of SaaS environment and the application, and make adjustment if needed; add legal language to require key performance metrics; add milestone for response time acceptance	Latency will impact critical dispatch operations at the communications center		11/13/19 10:41	anthony.leung@disn
3	Mitigate - Conduct proof of concept sessions to ensure critical business requirements are met; provide robust training for dispatch staff and officers; execute well defined change management plan	A new platform may affect the performance and response time of the dispatch centers initially		11/13/19	anthony.leung
3	Mitigate - Vendor to provide Azure Resource templates and key documentations; regular meetings with D3, Microsoft and EBS and SHDR IT teams to address issues	It will delay the infrastructure set up and configuration as tech teams are working on new tech environments		10/24/19	nitin.x.bhatna
2	Mitigate - Project sponsor to bring issue to business executives to address and provide final decision to align with EBS recommendation	It will delay the integration execution timeline and may increase the cost		11/01/19	nitin.x.bhatna
2	Mitigate - Project sponsor to facilitate technical consultation between EBS and Genetec	It will delay the integration execution timeline and may increase the cost		11/01/	nitin.x.
2	Mitigate - Manually uploading location files from TRIRIGA to D3 initially to establish location hierarchy since locations do not change frequently	It will delay the integrations to TRIRIGA and over integration execution timeline		11/01/19	nitin.x.bhatna
2	Mitigate - Performance testing to determine if VPN response time is acceptable	Increase cost to use dedicated express route connection		11/01/19	nitin.x.bhatna
2	Mitigate - Full time project manager to schedule project meetings to accommodate schedules as needed. Microsoft Teams Project site will allow for real-time collaboration.	May impact project timeline		11/01/19	nitin.x.bhatna
2	Mitigate - Project team will review regularly with executive committees to prioritize configuration requirements to fit within the project time frame	Extends project timeline and increase costs		11/01/19	nitin.x.bhatna

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44	Resource constraint – extensive effort is required to gather large volume of operations specifications	Risk	Open	09/10/19			1	All	Anthony Leung		2	1
45	Overly optimistic project schedule	Risk	Open	09/10/19			1	All	Anthony Leung		2	1
46	No standardized business processes and workflows	Risk	Open	09/10/19			1	All	Anthony Leung		2	1
47	Share the list of Business contacts for business requirements and definition with Nitin	Action Item	Closed	10/24/19			1	All	Nitin Bhatnagar	Shelagh Sayers	2	2
48	Business to work on Incident Types with GSCC operations-level staff	Action Item	In Progress	10/31/19			1	GSCC	Liz Robert	Shelagh Sayers	3	1
49	Define the Perspective data to migrate	Action Item	Open	11/11/19			1		Anthony Leung	Shelagh Sayers	3	1
50	Additional requirements for GlobalSecurity web site for employees to submit request and report (incident types not aligned. It is out of scope.	Risk	Open	11/14/19			1	GSCC GSI WCOPs	Anthony Leung	Liz Robert	3	1

Attention Level (1 Low; 3 High)	Strategy (if applicable)	Impact On Project	Action Taken	Modifi ed	Modifi ed By
2	Mitigate - Business process sub-committees will be formed to define business requirements ahead of time and a dedicated business analyst will be involved in requirements, testing, training and configuration	It will delay the configuration phase and business users may not have all workflows needed for their operations		11/01/19 8:50	nitin.x. bhatnagar.-
2	Mitigate - Active project tracking to assure schedule slips to be detected early; interactive delivery allows for core functionality	Major functionality cannot be delivered per planned schedule requiring additional resources hours to complete		11/01/19	nitin.x. bhatna
2	Accept / Mitigate - Define the foundational process but allow for variations through template configurations for different user groups	Value of consolidated threat analysis and reporting not realized		11/01/	nitin.x.
4				11/07/	nitin.x.
3			11/12: Shelagh continuing to	11/13/	nitin.x.
3				11/11/	nitin.x.
3				11/13/19	anthon y.leung