

NCJIS Modernization Program 2020–2025

Building a Partnership

Session 2: Change Management



Nevada Department of
Public Safety
Records, Communications and Compliance
Dedication, Pride, Service

WELCOME!

Session 2: Change Management	Time	Who
Welcome and Agenda Review	5 min.	Elizabeth Parsons-Lenz, Change Manager Business Process Analysts, NCJIS Modernization Team
Big Picture Overview: Ambassador Training Sessions	5 min.	
Change Management Approach	5 min.	
Change Management Process	15 min.	
Smartsheets Communication	10 min.	
SWOT Survey and Analysis	10 min.	
Questions	10 min.	

60 min. maximum

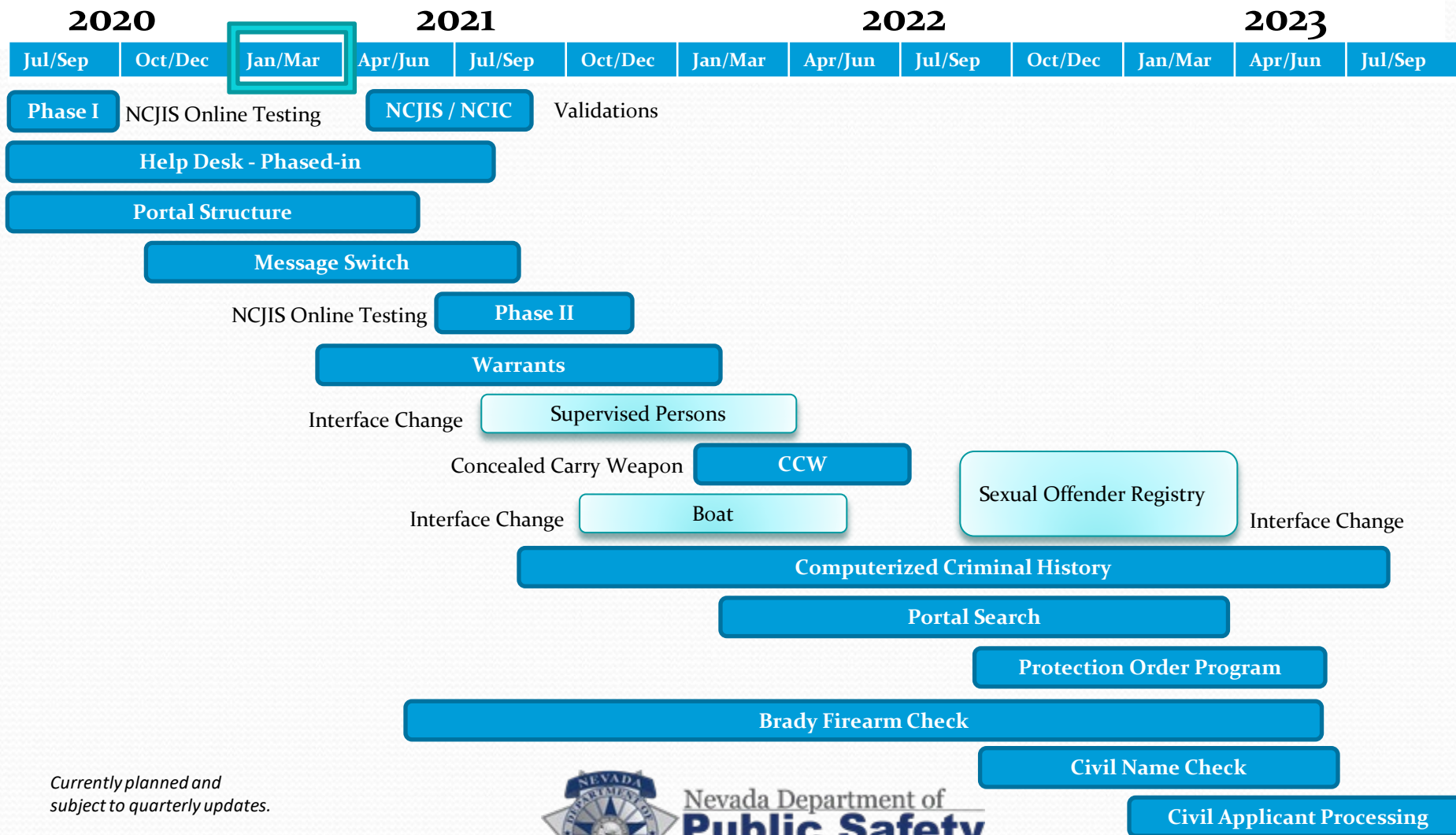


Big Picture: Change Ambassador

Session	Content	Duration	Tools/Documents/Tasks
Session 1 Kickoff Session	<ul style="list-style-type: none"> • Big picture overview. • NCJIS Modernization web page. • NCJIS change management contact. • Scheduling preferences. 	40-minute, a.m./p.m. sessions.	<ul style="list-style-type: none"> • Web address – TBD. • Contact information.
Session 2 Change Management	<ul style="list-style-type: none"> • Change management. • Change ambassador role. • Demo: Question/input form. • Demo: SWOT. 	60-minute, a.m./p.m. sessions.	<ul style="list-style-type: none"> • Presentation. • Form links. • SWOT assignment.
Session 3 Change Ambassador Network	<ul style="list-style-type: none"> • Project update. • Change management recap. • Change readiness assessment. 	60-minute, a.m./p.m. sessions.	<ul style="list-style-type: none"> • Assessment review. • Change Readiness Survey link.



General Solution Rollout Schedule



Currently planned and subject to quarterly updates.



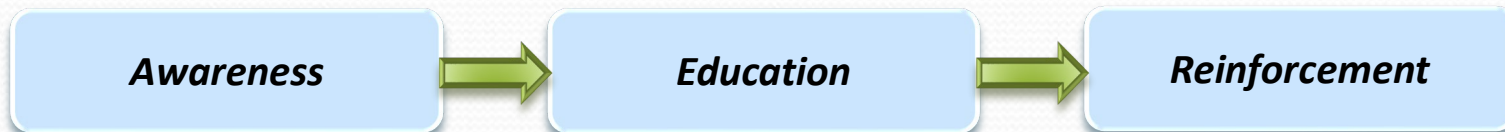
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Change Management Approach

The change manager is engaging stakeholders to inform, prepare, equip, and support the change process so that system users can operate effectively in the newly modernized NCJIS environment.

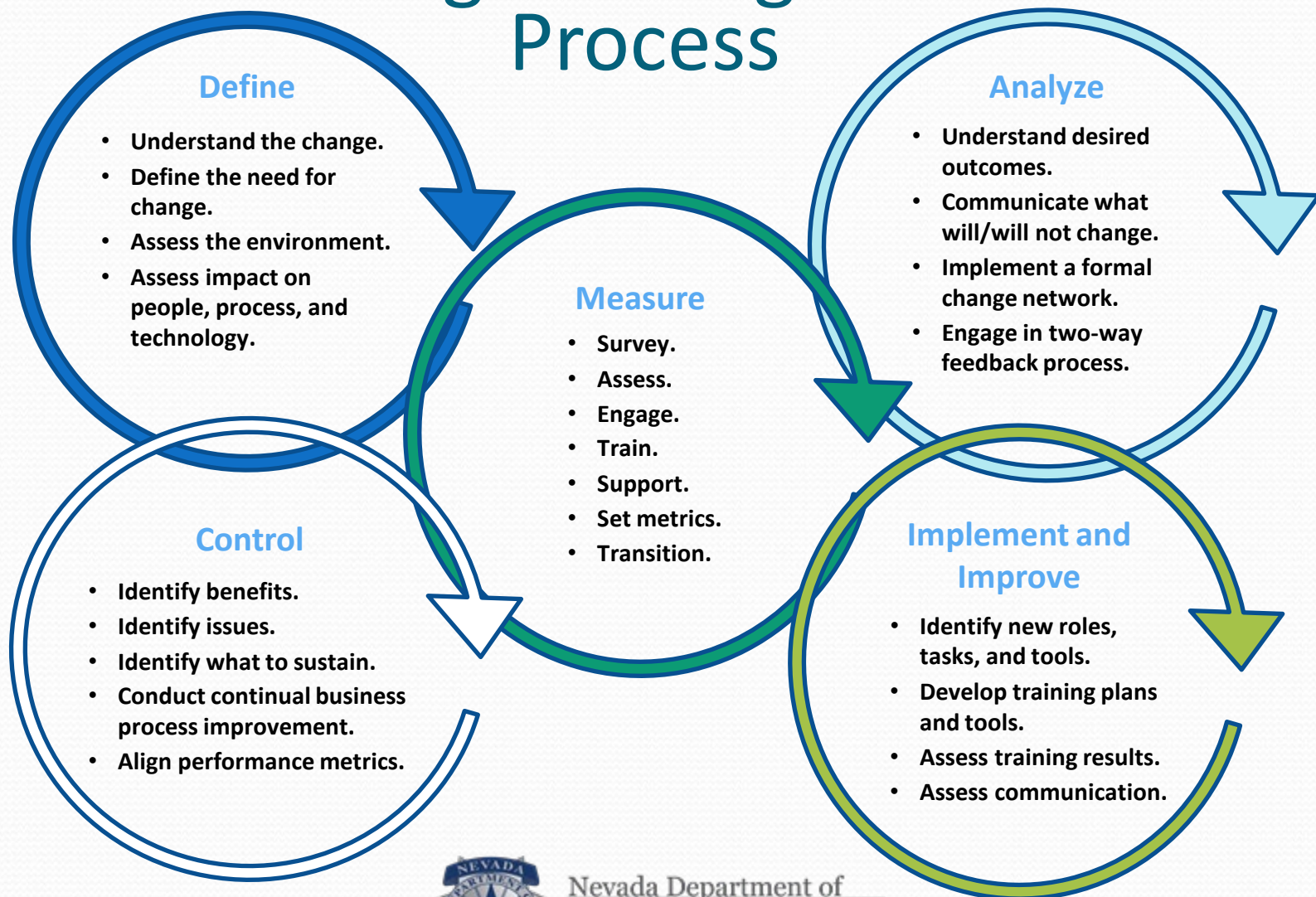
This is accomplished in collaboration with change ambassadors to bring users through a series of planned communications and engagement activities.

Deliver the right message to the right people at the right time.



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Change Management Process



Smartsheets

- NCJIS Modernization Program Contact/Question Form:
 - NCJIS Mod Program-related correspondence.
 - NCJIS Mod contact information.
 - Questions, feedback, requests.

Inform the NCJIS change manager if you need assistance or support in your change ambassador role.



Assignment: Stakeholder Assessment

SWOT

- Strengths
 - Weaknesses
 - Opportunities
 - Threats
- *A survey link will be sent to your e-mail address.*
 - *Complete your survey with as much description as possible.*
 - *Due on February 24, 2021.*

Results will be compiled and reviewed for the next session. Drop-down selections will be developed using your responses. A revised survey will be provided for distribution in each agency.



Next Activities

What to expect in the months ahead.

- Change ambassador meetings.
- Surveys.
- Stakeholder analyses.
- Meetings about interface preferences and options.
- Issue submission tracking.



Contact Information

Questions specific to:

- Change ambassadorship.
- Communication.
- Training.
- Participation.

Change Manager,

Elizabeth (Beth) Parsons-Lenz

eparsons-lenz@dps.state.nv.us

Questions specific to:

- Technical or general concerns.
- Contact information updates.
- Feedback delivery.
- Other requests.

NCJIS Modernization Team

NCJISMod@dps.state.nv.us



Questions?

