

Oregon eCourt Program Decision Matrices

In order to clarify the operation of the governance committees and the executive program management positions, the following matrices have been created to describe the general responsibilities of each entity in terms of both strategic and tactical decision making.

Strategic Level Decision Matrix

	<i>Executive Sponsors</i>	<i>OESC</i>	<i>ETSD Director</i>	<i>OR eCourt Program Director</i>	<i>Project Management Office</i>	<i>OETO Director</i>	<i>Budget Management</i>	<i>Quality Assurance</i>
Strategic Level								
<i>Program Scope</i>	<ul style="list-style-type: none"> • Approval • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Recommend • Review • Responsible 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Implement 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Review 	<ul style="list-style-type: none"> • Review
<i>Program Schedule</i>	<ul style="list-style-type: none"> • Approval • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Recommend • Review 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Implement 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult 	<ul style="list-style-type: none"> • Review
<i>Program Budget</i>	<ul style="list-style-type: none"> • Approval • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Recommend • Review • Responsible 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Implement 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Implement • Responsible 	<ul style="list-style-type: none"> • Review
<i>Program Risk & Issues</i>	<ul style="list-style-type: none"> • Approval • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Review • Recommend • Responsible 	<ul style="list-style-type: none"> • Consult • Review 	<ul style="list-style-type: none"> • Consult • Decision • Implement • Responsible 	<ul style="list-style-type: none"> • Consult • Implement • Responsible 	<ul style="list-style-type: none"> • Consult • Review 	<ul style="list-style-type: none"> • Consult 	<ul style="list-style-type: none"> • Review
<i>Policy Development</i>	<ul style="list-style-type: none"> • Approval • Responsible • Review 	<ul style="list-style-type: none"> • Approve • Recommend • Consult • Responsible 	<ul style="list-style-type: none"> • Consult • Implement • Decision • Review 	<ul style="list-style-type: none"> • Consult • Decision • Implement • Review 	<ul style="list-style-type: none"> • Consult • Review 	<ul style="list-style-type: none"> • Consult • Decision • Implement • Review 	<ul style="list-style-type: none"> • Consult • Review 	<ul style="list-style-type: none"> • Review
<i>OR eCourt Implementation</i>	<ul style="list-style-type: none"> • Approval • Responsible • Review 	<ul style="list-style-type: none"> • Approval • Consult • Review • Responsible 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Implement 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Consult • Decision • Responsible • Review 	<ul style="list-style-type: none"> • Review

Approval – Executive review and confirmation
Decision – Conclusive action subject to approval
Consult – Provides input and guidance
Implement – Task related activity

Recommend – Specific
Responsible – Accountable for related activity
Review – Examination and consideration

Tactical Level Decision Matrix

	<i>Executive Sponsors</i>	<i>OESC</i>	<i>ETSD Director</i>	<i>OR eCourt Program Director</i>	<i>Project Management Office</i>	<i>OETO Director</i>	<i>Budget Management</i>	<i>Quality Assurance</i>
Tactical Level								
<i>Fiscal Management</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Review 	<ul style="list-style-type: none"> Consult Responsible 	<ul style="list-style-type: none"> Consult Implement 	<ul style="list-style-type: none"> Consult Review 	<ul style="list-style-type: none"> Implement Responsible Consult 	<ul style="list-style-type: none"> Review
<i>Procurement</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Review Decision 	<ul style="list-style-type: none"> Approval Consult Implement Responsible 	<ul style="list-style-type: none"> Consult Implement 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Approval Consult 	<ul style="list-style-type: none"> Review
<i>Project Scope</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Review 	<ul style="list-style-type: none"> Consult Decision Responsible Review 	<ul style="list-style-type: none"> Consult Implement 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult Review 	<ul style="list-style-type: none"> Review
<i>Project Schedule</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Review Decision 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult Implement 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult 	<ul style="list-style-type: none"> Review
<i>Project Deliverables</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Review Decision 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Implement 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult 	<ul style="list-style-type: none"> Review
<i>Project Resources</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Review Decision 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Implement 	<ul style="list-style-type: none"> Consult Review Implement 	<ul style="list-style-type: none"> Consult 	<ul style="list-style-type: none"> Review
<i>Project Risk & Issues</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Review Decision 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult Implement Responsible 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult 	<ul style="list-style-type: none"> Review
<i>Change Management</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Review 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult 	<ul style="list-style-type: none"> Review
<i>Education</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Review 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult 	<ul style="list-style-type: none"> Review
<i>Training</i>	<ul style="list-style-type: none"> Approval Responsible Review 	<ul style="list-style-type: none"> Consult Recommend Review 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Decision Responsible 	<ul style="list-style-type: none"> Consult Review 	<ul style="list-style-type: none"> Consult Decision Implement Responsible 	<ul style="list-style-type: none"> Consult 	<ul style="list-style-type: none"> Review

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