

**From:** Metcalf, Jessie <jessmet@amazon.com>  
**Sent:** Thursday, November 08, 2018 4:21 PM EST  
**To:** Chris Green <cgreen@arlingtonva.us>  
**CC:** Michael-dharma Irwin <mirwin@arlingtonva.us>; McLean, Alistair <mclean@amazon.com>; Burns, Casey <cjburns@amazon.com>; Mandeville, Julisa <julisaem@amazon.com>; Dubois, Kelley <duboiskd@amazon.com>; Hanafi, Faisal <fhanafi@amazon.com>  
**Subject:** Arlington County AWS Proof of Concept

Chris,

Let's use next Thursday's session to define a minimum lovable product (MLP) and scope for a proof of concept (POC) that accomplishes these goals: 1) who is DHS serving, 2) with which programs, 3) to what end result.

The POC should help quickly demonstrate the art of the possible, something that can reasonably be completed in approximately 6 weeks. If we focus on connecting a few homelessness datasets you already own and show the insights it brings, you will have the use case to expand across DHS datasets to show the total care view.

Proposed agenda below for the flow of the session.

Please let me know if you have any edits or suggestions.

- Identify datasets, sources, and structure needed to support the POC
  - e.g. HMIS, + 1 or 2 other sources
  - consider the datasets over which DHS has control
  - focus on highest-value or most critical programs
- Identify user stories (who will make use of the data to ask which questions, make which decisions, run which reports)
- Finalize scope of POC, next steps, and timelines for execution

Attending in person from Amazon will be:

- Kelley Dubois – Account Executive
- Alistair McLean – Senior Solution Architect
- Faisal Hanafi – National Leader, Strategy for State and Local Government
- Jessie Metcalf – Program Leader, Homelessness Initiatives
- Julisa Mandeville – Program Manager, Health and Human Services team

Thanks,

See you Thursday 9:00, room 360, and please don't hesitate to call me at 512.423.2535 if you have any questions or if you want to share anything ahead of time.

Jessie

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**From:** "Metcalf, Jessie" <jessmet@amazon.com>  
**Date:** Monday, October 29, 2018 at 4:45 PM  
**To:** Chris Green <cgreen@arlingtonva.us>, "McLean, Alistair" <mclean@amazon.com>  
**Cc:** Michael-dharma Irwin <mirwin@arlingtonva.us>  
**Subject:** Re: Arlington County and the total care view

Chris,

Thanks, that works. We'll block our time and Alistair will join you there for a whiteboarding session.

As for the agenda, we're meeting this Wednesday internally to prepare some thoughts/questions in advance and will share those with you, gather your thoughts and ideas, and that should put us on a good trajectory going into the meeting on the 15<sup>th</sup>.

If you already have some thoughts/ideas about where to dive in, a list of data sources, certainly feel free to share those.

Thanks,

I'll come back to you on Friday this week with an update,  
Jessie

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**From:** Chris Green <cgreen@arlingtonva.us>  
**Date:** Monday, October 29, 2018 at 10:46 AM  
**To:** "Metcalf, Jessie" <jessmet@amazon.com>, "McLean, Alistair" <mclean@amazon.com>  
**Cc:** Michael-dharma Irwin <mirwin@arlingtonva.us>  
**Subject:** FW: Arlington County and the total care view

Alistair, Jessie,

Tentatively reserved 9:00-12:00 on Thursday, November 15; please let me know what time works best for you. Reserved a conference room on the third floor (with PC/TV/Internet if needed), conference room 360. Come to the third floor and ask for me, or call me (x1658 or 703-795-6704).

Do you want to refine the agenda in advance, or dive in on the 15<sup>th</sup>?

I am planning on including my business analysis team that is currently wrestling with the same challenges (one manager, two analysts). They have many data sets already in hand, however not full data sets (not all data from source systems, and certainly not all source systems).

Chris Green  
703-228-1658

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**From:** Chris Green  
**Sent:** Monday, October 29, 2018 11:31 AM  
**To:** 'Metcalf, Jessie' <jessmet@amazon.com>; Jack Belcher <jbelcher@arlingtonva.us>; Anita Friedman <Afriedman@arlingtonva.us>; Deborah Warren <dwarren@arlingtonva.us>; Holly Hartell <Hhartell@arlingtonva.us>; Kelly Mauller <Kmauller@arlingtonva.us>; Victor Hoskins <Vhoskins@arlingtonva.us>; Michelle Cowan <Mcowan@arlingtonva.us>; Michael-dharma Irwin <mirwin@arlingtonva.us>  
**Cc:** Hanafi, Faisal <fhanafi@amazon.com>; Dubois, Kelley <duboiskd@amazon.com>; McLean, Alistair <mclean@amazon.com>; Burns, Casey <cjburns@amazon.com>; Ellington-Tyson, Laurie <lauriee@amazon.com>  
**Subject:** RE: Arlington County and the total care view

Jessie,

Why don't we plan a working session with Alistair on November 15 in the morning. I will send you and Alistair a quick follow-up and we can start coordinating logistics and agenda.

Chris Green  
Information Systems Bureau Chief  
Department of Human Services  
Arlington County Government  
703-228-1658  
[cgreen@arlingtonva.us](mailto:cgreen@arlingtonva.us)

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**From:** Metcalf, Jessie [<mailto:jessmet@amazon.com>]  
**Sent:** Friday, October 26, 2018 5:52 PM  
**To:** Jack Belcher <jbelcher@arlingtonva.us>; Anita Friedman <Afriedman@arlingtonva.us>; Deborah Warren <dwarren@arlingtonva.us>; Holly Hartell <Hhartell@arlingtonva.us>; Kelly Mauller <Kmauller@arlingtonva.us>; Victor Hoskins <Vhoskins@arlingtonva.us>; Michelle Cowan <Mcowan@arlingtonva.us>; Chris Green <Cgreen@arlingtonva.us>; Michael-dharma Irwin <mirwin@arlingtonva.us>  
**Cc:** Hanafi, Faisal <fhanafi@amazon.com>; Dubois, Kelley <duboiskd@amazon.com>; McLean, Alistair <mclean@amazon.com>; Burns, Casey <cjburns@amazon.com>; Ellington-Tyson, Laurie <lauriee@amazon.com>  
**Subject:** Arlington County and the total care view

Jack, Anita, Deborah, and team,

Thank you again for investing the time with us Tuesday. It was a pleasure to sit down and hear from each team about the important work they do, and we're excited to keep this going. Please share this with the rest of the team we met this week.

As a next step, let's schedule another in-person session. This time we can dive deeper into the data sources, complexities, and begin teasing out the elements of what you would consider a minimum lovable product (MLP) and scope for a proof of concept (POC) that accomplishes the goals 1) who is DHS serving, 2) with which programs, 3) to what end result.

Alistair Mclean, the Senior Solution Architect who joined us virtually this week, can come to Arlington either 11/13 or 11/15. Would either of those work for a session with Chris and Michael-dharma, and others you want to involve?

Thank you again,  
Have a great weekend,  
Jessie Metcalf