# Core-CT

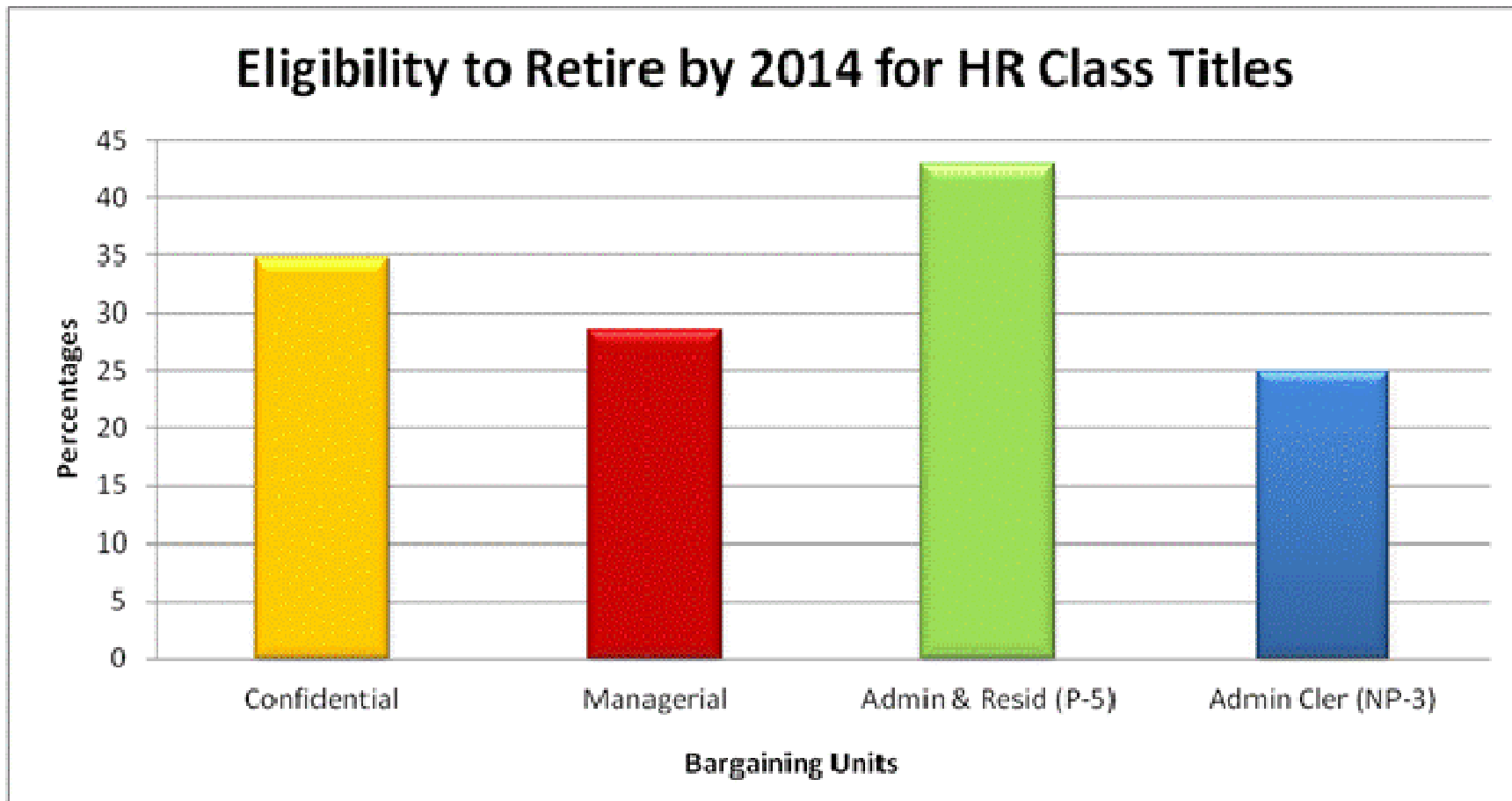# Organizational Kickoff - HCM

*2/28/2012*

# Opening Comments

**Martha Carlson, Deputy Comptroller, OSC**

**Martin Anderson, Deputy Commissioner, DAS**

Eligibility to Retire by 2014 for HR Class Titles

**Agenda**

| Topic | Presenter |
|---|---|
| ➢ Welcome and Agenda | Angelo Romano |
| ➢ Introduction of Project Team | Angelo Romano |
| ➢ Project Business Case | Angelo Romano |
| ➢ Project Enhancements | Sue Martin |
| ➢ Project Methodology/ Timeline | Rob Koziol |
| ➢ Agency Liaison Expectations | Debbie Miggins |
| ➢ Agency Readiness Coordinators | Debbie Miggins |
| ➢ PeopleTools Upgrade Readiness Tasks | Debbie Miggins |
| ➢ Next Steps/ Q&A Session | Debbie Miggins |
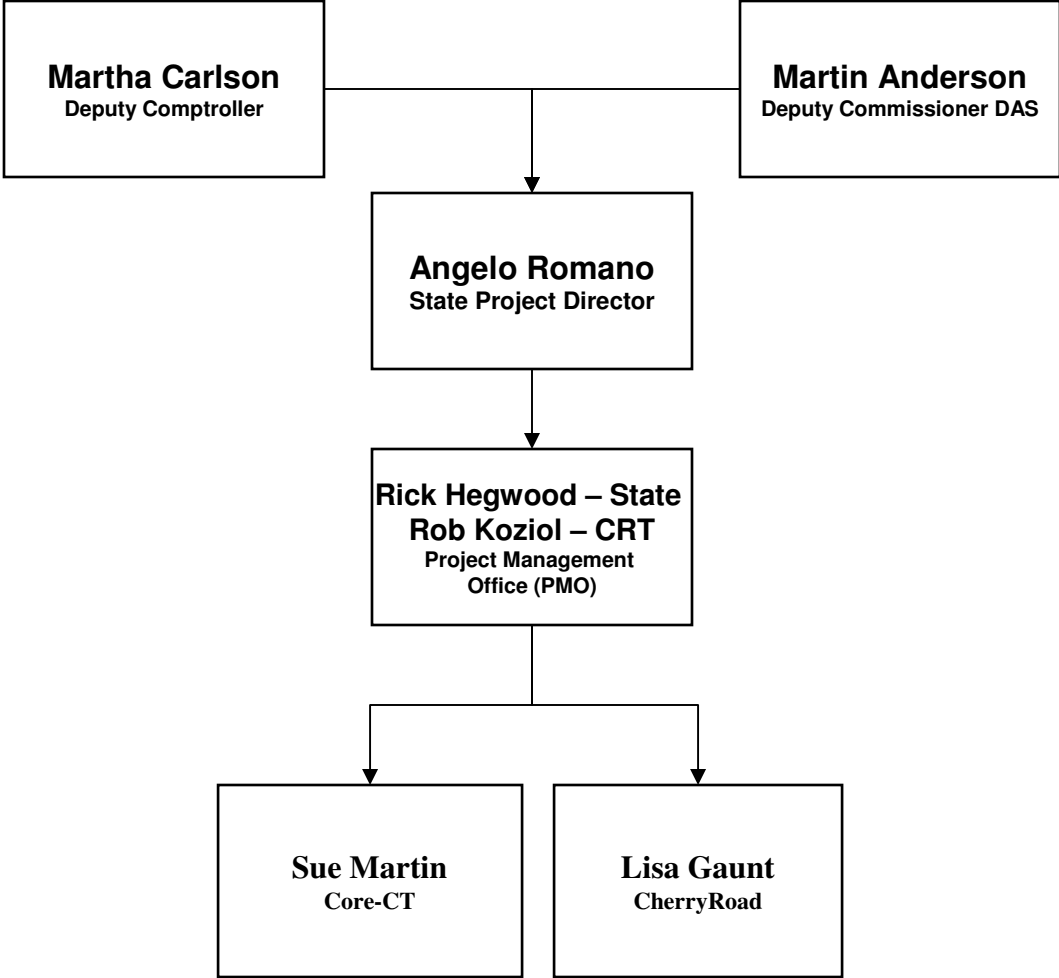
## ❑ CherryRoad Technologies

- ▪ One of the Twelve original PeopleSoft Partners
- ▪ Have been implementing and upgrading PeopleSoft since 1992
- ▪ Partnered with:
  - State of Delaware
  - State of Georgia
  - State of Vermont
  - State of Oklahoma
  - State of Tennessee
  - State of North Dakota
  - State of Minnesota
  - State of New Mexico
  - State of California
  - State of Montana
  - State of Indiana
  - State of New York
  - State of Ohio

# Why are we upgrading to v9.1?

❑ The primary driver for the upgrade is the continuation of Oracle support

❑ Provides an opportunity to leverage the PeopleSoft system including:

- eApps
- Retirement Payroll
- ePro enhancements
- Punchout
- P-Card
- Business Intelligence (BI) solution

## Terminology:

❑HCM = Human Capital Management  (another name for HRMS)

❑New Module for Core-CT is Recruiting Solutions, otherwise known as Talent Acquisition Manager/Candidate Gateway (TAM/CG)

## Fit/Gap

❑Process by which our current 8.9 environment is compared to the delivered 9.1 software

❑Gaps are either our current customizations or new requirements that are not satisfied by the delivered product

❑Current customizations will be migrated forward if they are still needed

❑New gaps are documented, with potential solutions

❑*Good News* – there are no significant changes to the delivered product for our main processes

## Recruiting Solutions:

❑TAM/CG facilitates electronic job postings

❑It will allow candidates to apply on-line

❑It integrates with the hiring process to pull the applicant information into Person and Job Data

❑Stores both applicant and employee information in a single source system

## eApps:

❑Implementing the Self Service eApps (eProfile, eBenefits, ePay) expands the system as an employee-facing model that can allow employees to review or update personal and/or benefits information as necessary

❑Currently some agencies use Self Service for Timesheet entry and viewing of Paycheck information

❑Some agencies are now paperless for paycheck information

❑Review is underway of the remaining functionality to determine what features meet the State's business needs

**Retirement/Payroll:**

❑In 2011, processing of Health Benefits for Retirees was moved into Core-CT

❑In 2013, the processing of the Retirement Payroll will also be moved into Core-CT

❑This is a separate release of our overall Core-CT upgrade project

| Task Name | Finish |
|---|---|
| **HCM Upgrade** | **Fri 12/21/12** |
| **Project Management & Quality Management** | **Fri 12/21/12** |
| **Organizational Readiness** | **Fri 12/21/12** |
| **Stage I - Initiation** | **Tue 11/29/11** |
| **Stage II - Planning & Analysis** | **Fri 1/27/12** |
| **Stage III - Upgrade & Integration** | **Wed 10/3/12** |
| Initial Pass | Fri 5/25/12 |
| PeopleTools Go Live | Mon 4/2/12 |
| Test Move 1 | Mon 7/2/12 |
| Test Move 2 | Wed 8/29/12 |
| Test Move 3 | Wed 10/3/12 |
| **Stage IV - Testing & Training** | **Fri 10/26/12** |
| Initial Pass Testing | Fri 5/25/12 |
| Test Move 1 Testing | Fri 7/27/12 |
| Test Move 2 Testing | Wed 9/26/12 |
| Training | Fri 10/26/12 |
| **Stage V - Deployment** | **Fri 12/21/12** |
| **Infrastructure & System Administration** | **Fri 12/21/12** |

# HCM Go Live is October 29, 2011

The **Agency Liaisons** have primary responsibility for coordinating all Core-CT project activities within a State Agency including:

❑Liaisons Meeting Participation

- Attend in person or webinar sessions

❑Communications

- Act as the single point of contact between the Core-CT project team and Agency.
- Distribute project information across agency
- Address requests for information from the Core-CT project team.

❑Agency Readiness Tasks

- Responsible for monitoring and completion of Readiness Tasks
- Update the list of action items that keeps their agency on track
- Track active questions or issues for resolution

The **Agency Readiness Coordinators** (ARCs) are the primary partners with Agency Liaisons for all Core-CT project activities:

❑Communications

- Act as the primary point of contact between the Core-CT project team and Agency Liaisons
- Distribute project information to Agency Liaison
- Answer Liaison/ Agency upgrade & implementation questions

❑Agency Readiness Tasks

- Partner with Liaison on monitoring & reporting of readiness tasks
- Assess and assist with issue resolution

❑Training

- Assist with coordinating training sessions
- Monitor training attendance and completion

# <u>Elizabeth Daly</u>

- ➢ Auditors of Public Accounts
- ➢ Department of Children & Families
- ➢ Department of Developmental Services
- ➢ Department of Energy and Environmental Protection
- ➢ Office of Governmental Accountability
- ➢ Department of Labor
- ➢ Department of Mental Health and Addiction Services
- ➢ Department of Revenue Services
- ➢ Department of Transportation
- ➢ UCONN Health Center
- ➢ Department of Veterans Affairs

# <u>Thomas Deasy</u>

➢ Office of the State Attorney General
➢ Connecticut Development Authority
➢ Office of the Healthcare Advocate
➢ Connecticut Housing Finance Authority
➢ Connecticut Innovations

➢ Department of Insurance
➢ Connecticut Lottery Corporation
➢ Military Department
➢ Office of Policy & Management
➢ Department of Public Health
➢ Office of the State Treasurer

# <u>Richard Esten</u>

- ➢ Agricultural Experiment Station
- ➢ Connecticut Siting Council
- ➢ Department of Correction
- ➢ Department of Economic and Community Development
- ➢ State Department of Education
- ➢ Connecticut Department of Emergency Services and Public Protection
- ➢ Judicial Department
- ➢ Probate Court Administration
- ➢ Department of Social Services

# <u>Sam Johns</u>

- ➢ Department of Administrative Services
- ➢ Department of Agriculture
- ➢ Office of the Claims Commissioner
- ➢ Department of Consumer Protection
- ➢ Governor's Office
- ➢ Commission on Human Rights and Opportunities
- ➢ State Library
- ➢ Lieutenant Governor's Office
- ➢ Chief Medical Examiner
- ➢ State Properties Review Board
- ➢ Office of Protection and Advocacy for Persons with Disabilities
- ➢ Office of the Chief Public Defender
- ➢ Bureau of Rehabilitation Services

# <u>Carolyn Mercier</u>

- ➢ Department of Banking
- ➢ Board of Regents for Department of Higher Education
- ➢ Office of the State Comptroller
- ➢ Division of Criminal Justice
- ➢ Office of Financial and Academic Affairs for Higher Education
- ➢ Office of Legislative Management
- ➢ Department of Motor Vehicles
- ➢ Secretary of the State
- ➢ Soldiers', Sailors' & Marines' Fund
- ➢ Teachers' Retirement Board
- ➢ UCONN

# Agency Readiness Tasks Calendar

| Status | Item # | Description | Agency Response Type | Purpose | Project Area/Module | Start Date | End Date | Agency Name |
|---|---|---|---|---|---|---|---|---|
| 1 – PeopleTools Upgrade | | | | | | | | |
| In Progress | 1-1 | Desktop Browser & Operating System Requirements | Confirmation email | Agencies will ensure the compatibility of their browsers for Core-CT use. | All | 2/28/12 | 3/22/12 | X |
| In Progress | 1-2 | PeopleTools Upgrade Documentation Distribution | Confirmation email | Agencies will confirm the distribution of the PeopleTools Upgrade documentation to end users as an awareness of the aesthetic changes. | All | 2/28/12 | 3/22/12 | X |

The Agency Readiness Task Calendar will be updated as Project tasks are identified and posted on the Core-CT website.

## Readiness Task 1-1

Agencies will follow directions to ensure the ***compatibility of their browser and operating system*** for Core-CT use. Agency Liaisons will send a confirmation email acknowledging completion of the assignment to their ARC.

## Readiness Task 1-2

Agencies will confirm the ***distribution of the PeopleTools Upgrade documentation*** to end users as an awareness of the aesthetic changes. Agency Liaisons will send a confirmation email acknowledging completion of the assignment to their ARC.

❑ ARCs will be reaching out to Agency Liaisons for initial contact.

❑ Agency Liaisons should share project information with Agency staff.

❑ Agency Liaisons should review and start working on Agency Readiness Tasks 1-1 and 1-2.

❑ The next Agency Liaison Meeting is tentatively scheduled for April.

# Question and Answer Session