County of El Dorado

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April 18, 2017

TO: Members, Honorable Board of Supervisors

FROM: FENIX Executive Sponsors and Project Manager

SUBJECT: April 18, 2017 BOARD OF SUPERVISORS UPDATE

This is to provide you with an update on the implementation efforts of FENIX through April 6, 2017.

<u>UPDATES</u>

March was a milestone month for the FENIX project. On March 15, the FENIX test environment was successfully upgraded to 2017.1(11.3). The upgrade included the delivery of modifications to begin testing. From March 21st – 29th, our team, alongside Tyler Technologies, tested modifications delivered for Accounts Payable, General Ledger, and Budget. The testing identified some outstanding issues with some of the modifications and Tyler Technologies is in the process of addressing those issues with the project team. Weekly meetings with Tyler's Quality Assurance and application product owners have been scheduled to resolve the issues as quickly as possible.

Additional Notes:

- The production server will be configured April 11-13 with 2017.1(11.3).
- During the month of March, our team conducted department workflow workshops. Feedback from departments has been positive and encouraged by the amount of work that has been put into the product.
- The third pass of the Chart of Accounts, Project Ledger and Vendor conversion files were submitted to Tyler.
- The 2017 Adopted Budget and 2017 Beginning Balances (Balance Sheet Accounts) conversions are loaded. Proofing of the conversions will begin in April.

Analysis sessions with Kronos have been ramping up during the month of March and into April. The Human Resources/Payroll (HRPR) core team has completed the Business process review. The HRPR Team is now starting to configure the LIVE system. The goal is to have setup complete for the onsite Training in May. Draft Guideline development for the Human Resources/Payroll module is scheduled to begin in May.

Kronos is configuring the Test environment for the County. The IT staff completed the Employee Import for 40 employees and the Labor Level Imports for testing. Kronos will be onsite the first week of April to review the test environment with the HRPR Team.

CRITICAL ISSUES

Payroll System

As mentioned in the August 30, 2016 update, significant challenges continue to be the inconsistency across Labor MOUs and the Personnel Rules. Based on discussions with the County's Labor Negotiator, these issues must be appropriate addressed through the 'Meet and Confer' and/or bargaining process. Due the complexity of the issues, and considering the County is in the middle of completing the class/comp study as well as negotiating new labor contracts, it is possible these issues will not be resolved in time to meet the January 2018 implementation date.

We will continue to keep the Board apprised as things progress in this regard.

PROJECT TIMELINE

Module	Scheduled Go-Live Date	Target Go-Live Date
Finance	October 2017	October 2017
HR/Payroll	January 2018	To Be Determined

The next FENIX update is scheduled to be provided in May 2017.

If you have any questions or need additional information, please contact Don Ashton or David Russell for assistance.

cc: Jim Mitrisin, Clerk of the Board