Information Technology Capital Investment Program
Project Status Report

To: Information Technology Strategy and Investment Committee
John Vittner, Office of Policy and Management

From: Mark Raymond

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Agency: Department of Administrative Services
Project: DAS - Timekeeping, Scheduling and Leave Management Solution

Project Manager: Diane Benedetto

Reporting Period: Project Inception through 06/30/2019

Total Funds Requested: $25,421,571

Total Funds Allotted to Agency: $20,530,864

Accumulative Total Capital Fund Expenditures to Date: $11,421,417

Brief Project Description/Summary:
The Department of Administrative Services is modernizing the processes related to timekeeping, scheduling, management of leave requests and state/federal family medical leave. All state agencies have a set of diverse and uncoordinated business processes and systems to manage daily workforce tasks creating inefficiencies across the enterprise. A new technology investment and statewide process design will improve the efficiency of day to day tasks for front line supervisors, managers, human resources, and payroll.

The Enterprise Workforce Management Program will be implemented in multiple phases. The technology to support the new and/or updated business processes include the following Kronos solutions - Workforce Scheduler and TeleStaff, Timkeeper, Absence Manager, and Analytics.

Statewide implementation has been removed from scope as of 7/2019. Reduced scope project is now: DOC, DDS, DVA, DCF, DESPP, DMHAS

Summary of Progress Achieved to Date:
Assessments with the following Phase I Agencies - DCF, DMHAS, DESPP, DVA to gather the business and scheduling requirements

Distribution, configuration, connectivity testing of time clocks for Phase I agencies and some installs have occurred.

Organizatonal Change Management workshops conducted to assess training and communication requirements

Integration design sessions conducted with Accenture, Kronos, Core-CT taem, and the Central team to develop the integration between the PeopleSoft HR/Payroll and Kronos applications.

Development and launch of project website

Completion of Agency ROI analysis

Compleation of new integration direction

Currently renegotiation Contract with software provider

Issues and Risks:
1. Revised timline not yet comitted by all parties

2. Final contract concessions still under discussion and require all parties to finalize

3. Resources not yet identified for the centralized Production Support team

4. Restart timeline, including sourcing an integration provider not yet completed.

Next Steps & Project Milestones:
1. Gain approval to contiue with the reduced scope project

2. Assemble implementation and support resources.