



March 2, 2020

AGENCY POINT OF CONTACT BRIEF

Ann Bruner, Chief Technology Officer
John Wright, Communications Director



One Washington
A Business Transformation Program



AGENDA

- Program and timeline overview
- Understanding enterprise systems inventories and interfaces
- Current agency requests
- Roles and responsibilities
- Key takeaways
- Stay informed
- Questions



PROGRAM TIMELINE & OVERVIEW



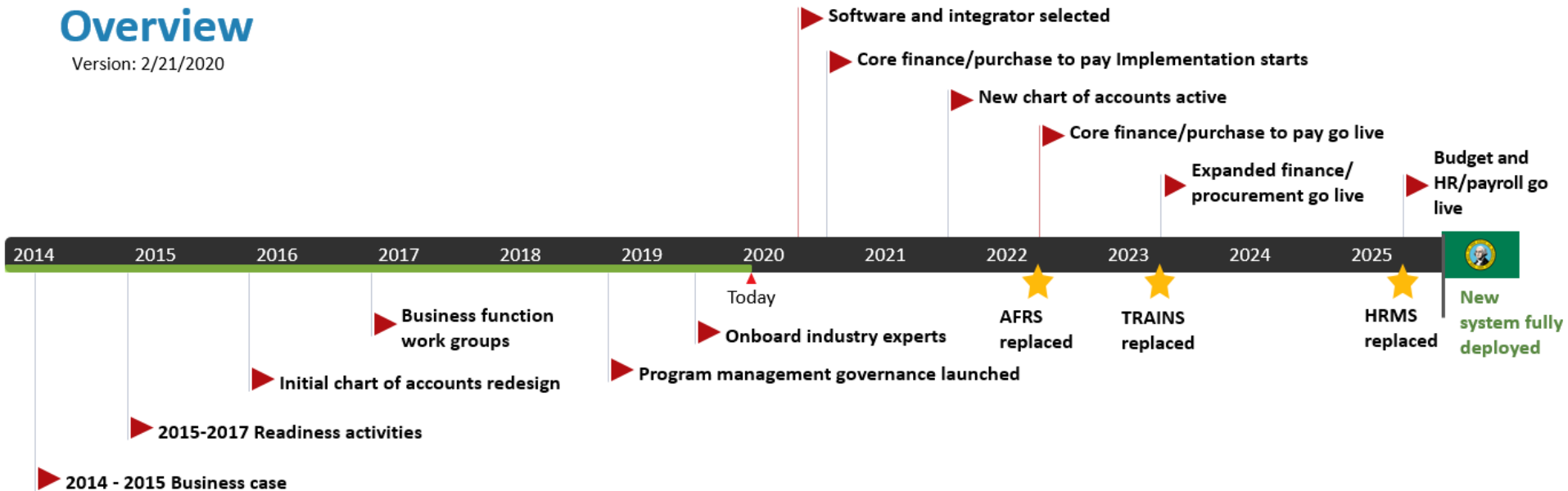
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Operations Overview



Operations Overview

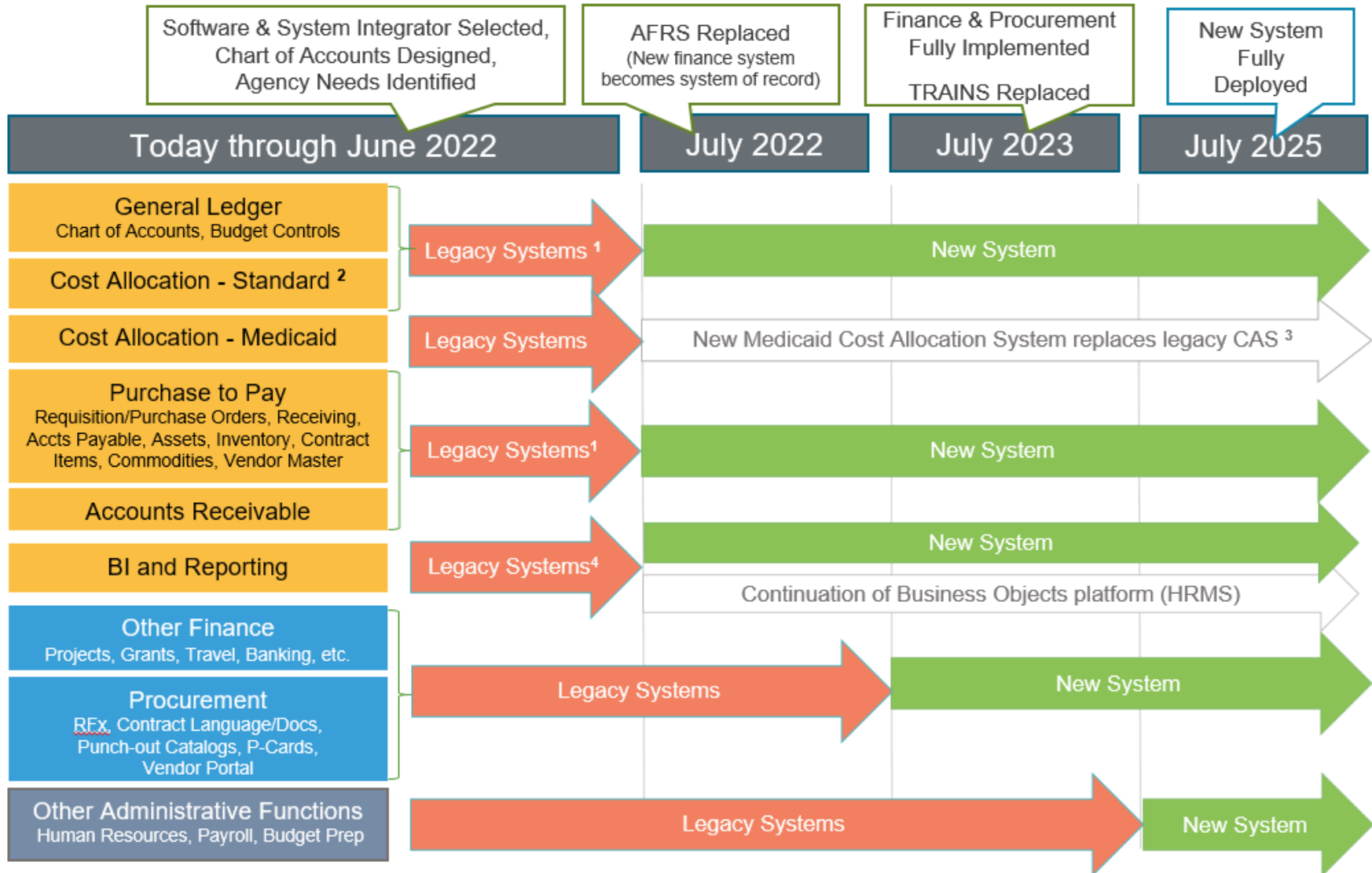
Version: 2/21/2020



Planning in partnership with enterprise function owners: OFM Statewide Accounting, Department of Enterprise Services, OFM State HR and OFM Budget Division.

The plan is subject to 1) funding approval and 2) anticipated adjustments after the system integrator is onboarded early fiscal year 2021.

Systems Replacement Timeline



¹ WSDOT TRAINS in use until July 2023

² Use of new system for complex situations (e.g. timesheets) may not occur until July 2023

³ Assumes the new system is unable to meet Medicaid cost allocation needs

⁴ Scope to be determined; dependent upon software platform selection

Modernization Roadmap



Phase 0: ERP readiness
(Acquisition of software and system integrator)

Agency readiness assessment

Phase 1a: Core financials and purchase to pay

Continuing agency readiness efforts

Phase 1b: Expanded financials and procurement

Phase 2: HR/payroll

Phase 3: Budget preparation

Support and maintenance



(calendar year view)

Planning in partnership with enterprise function owners: OFM Statewide Accounting, Department of Enterprise Services, OFM State HR and OFM Budget Division.

The plan is subject to 1) funding approval and 2) anticipated adjustments after the system integrator is onboarded early fiscal year 2021.

Important next steps between now and July 1, 2022

Now: Define data requirements and elements

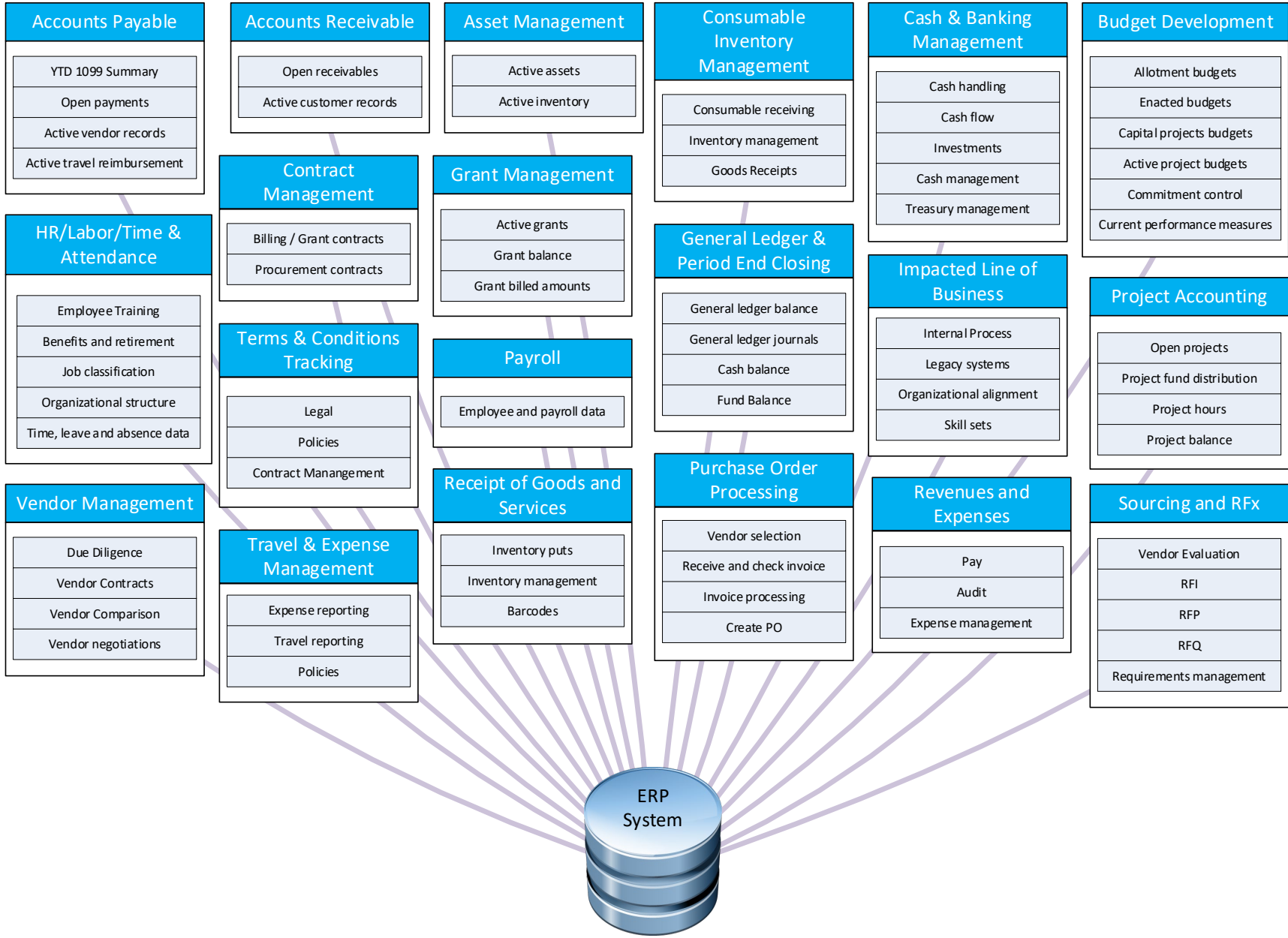
Next: Move the interface connection points to the integration layer



Followed by:

1. Work with your agency on business transformation
2. Align the data flows to the new business transformation
3. Define data conversion for:
 - a. The new ERP solution
 - b. The current data warehouse (WEBI)
 - c. Agency internal data conversion locations
4. Test to ensure business continuity of operations

Eco System of Business Processes



Agency Impacts



Technology changes:

- ✓ Systems
- ✓ Interfaces
- ✓ Integration connections
- ✓ Data flows
- ✓ Data conversion

Staff resources:

- ✓ Provide in-kind resources
- ✓ Policy and process changes
- ✓ Transition agency business flows
- ✓ Training

Costs:

- ✓ Agency initiatives may be put on back burner
- ✓ Time spent on DPs

Contractor partnerships:

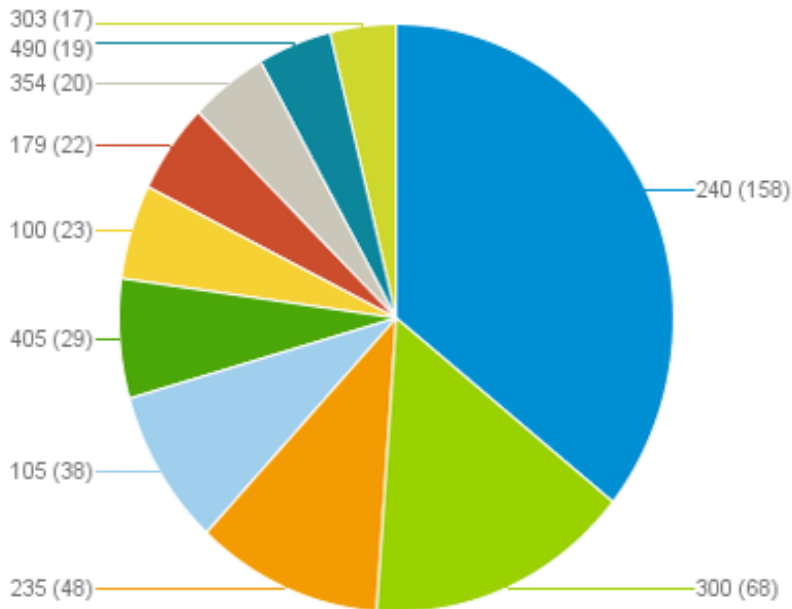
- ✓ Changes in agency agreements
- ✓ Changes in revenue streams

ENTERPRISE SYSTEMS INVENTORIES AND INTERFACES



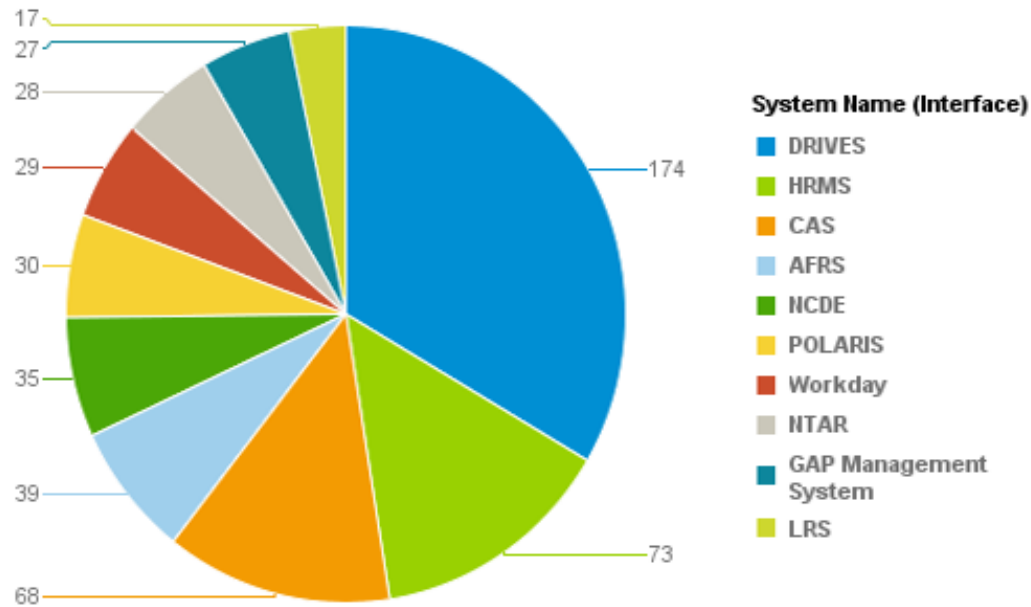
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Top 10 Agencies with most Systems



Agency Code	Agency Name	System Count
240	Department of Licensing (DOL)	158
300	Department of Social and Health Services (DSHS)	68
235	Department of Labor and Industries (L&I)	48
105	Office of Financial Management (OFM)	38
405	Department of Transportation (DOT)	29
100	Office of the Attorney General (ATG)	23
179	Department of Enterprise Services (DES)	22
354	Workforce Training and Education Coordinating Board (WFTECB)	20
490	Department of Natural Resources (DNR)	19
303	Department of Health (DOH)	17
Total:		442

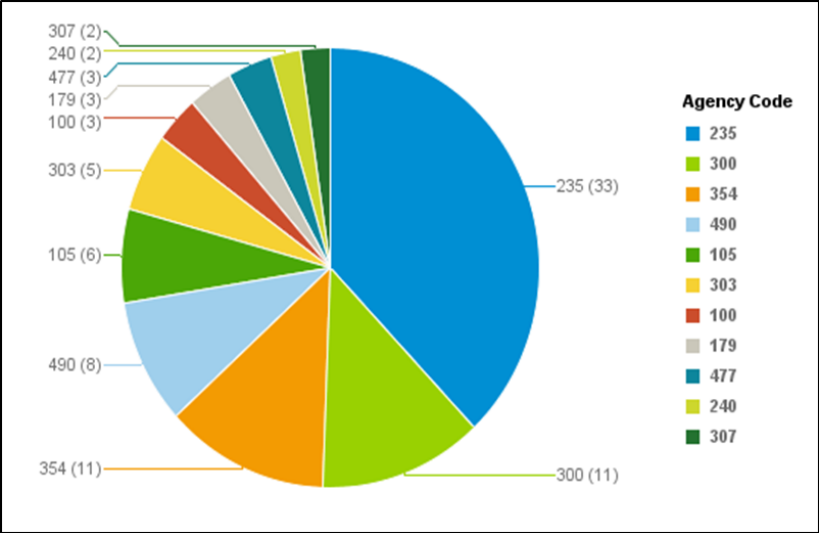
Top 10 Systems with most Interfaces



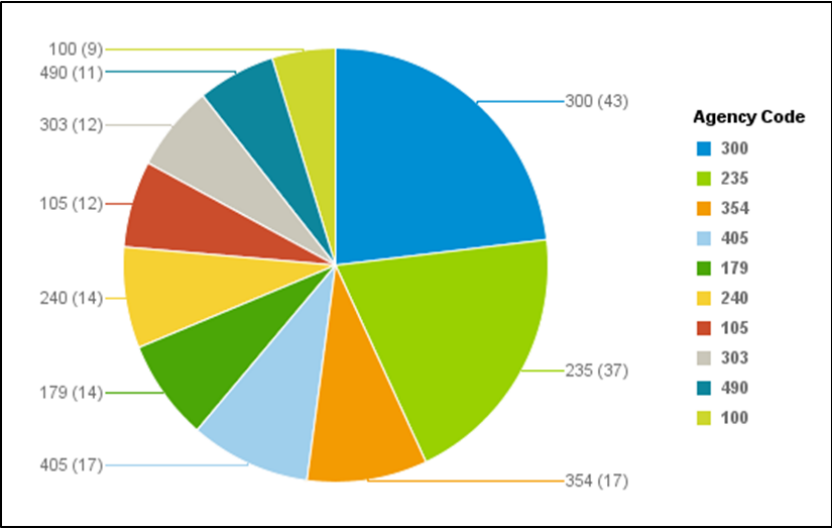
Agency Code	Agency Name	System Name (Interface)	Interface Count
240	Department of Licensing (DOL)	DRIVES	174
105	Office of Financial Management (OFM)	HRMS	72
490	Department of Natural Resources (DNR)	CAS	67
105	Office of Financial Management (OFM)	AFRS	38
490	Department of Natural Resources (DNR)	NCDE	35
240	Department of Licensing (DOL)	POLARIS	30
360	University of Washington (UW)	Workday	29
490	Department of Natural Resources (DNR)	NTAR	28
225	Washington State Patrol (WSP)	GAP Management System	27
490	Department of Natural Resources (DNR)	LRS	17
Total:			517

Business Functions Impacted

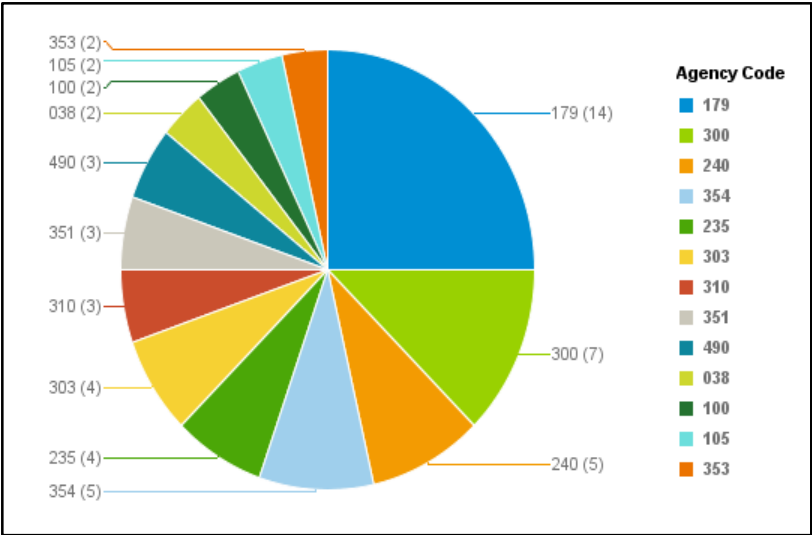
Budget



Finance

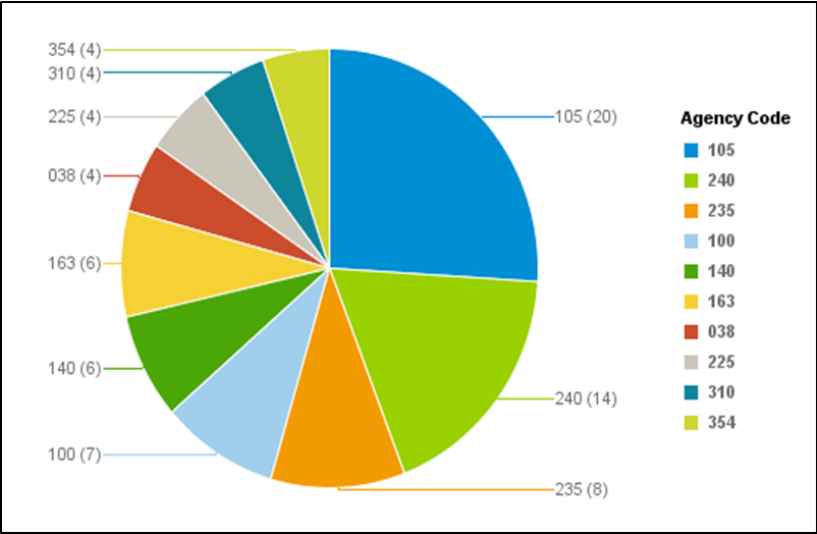


Procurement

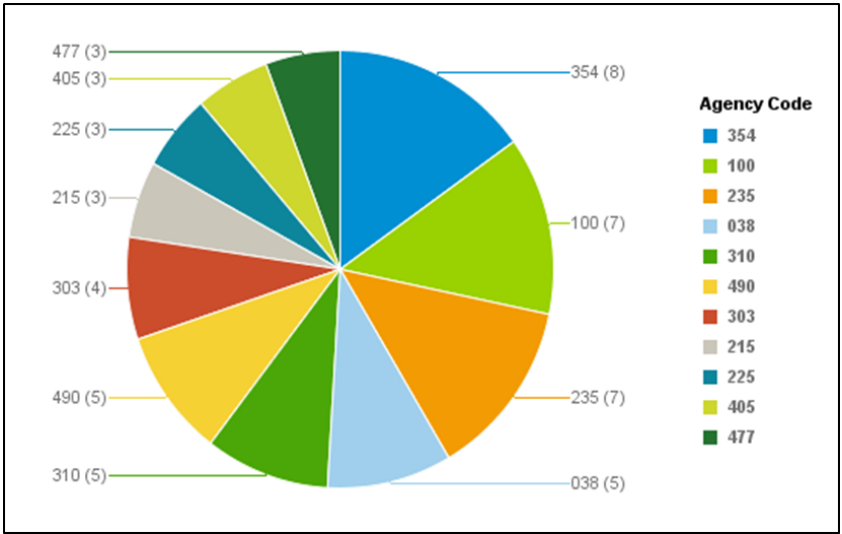


Business Functions Impacted

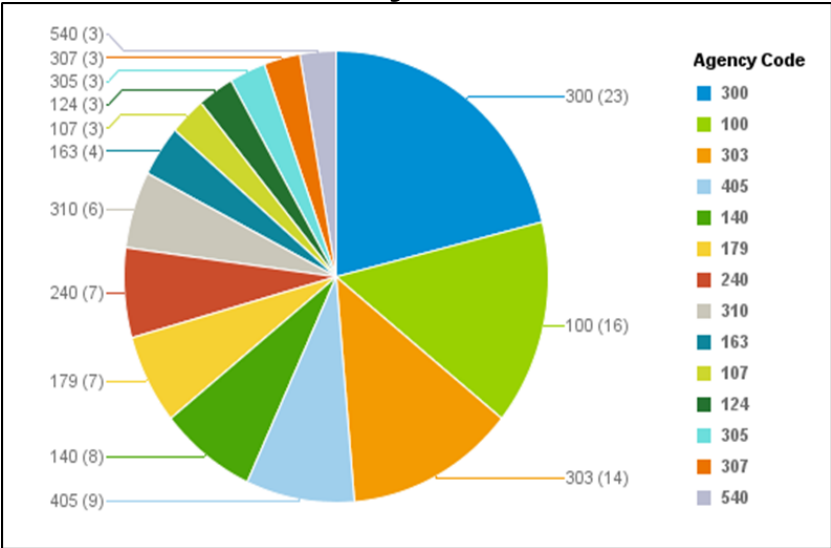
HR



Payroll



Line of Business



Enterprise Results

Agencies identified:

Systems	
Current state	622
Retire	94

Interfaces	
Current state	1039
Retire	329

Note: Numbers include Finance, Procurement, Budget and HR/Payroll functions 2/21/2020

CURRENT AGENCY REQUEST



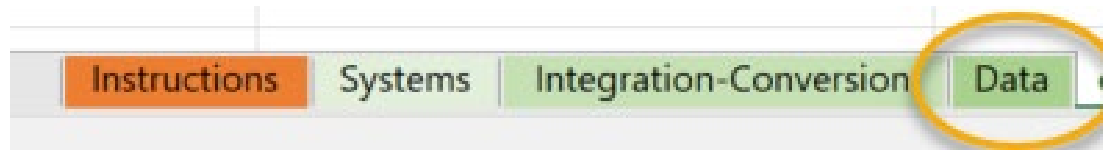
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System Inventory and Interface and Data Request

In October 16, 2019, OneWa requested agency systems and interface information.

- System and interface inventories (tabs 1 & 2) were due on December 9, 2019.
- The data tab (tab 3), defining the data that supports the interfaces, is due on April 1, 2020.



- ★ The data tab 3 information supports your agency systems' ability to connect to the new ERP.

Data Tab Ask – Why It's Important to your agency

System Inventory Tab 3 (Data) is needed to:

- Establish your agency's data requirements for the new ERP
- Builds awareness and define agencies' impacts on
 - Business processes
 - Technology changes
 - Staff resources
 - Costs
 - Contractor partnerships
- Use this detailed information to estimate application integration changes
- Assess agency readiness for the change



The Escalation Path

- ❑ **By 5:00 PM on Friday, March 6:** Please notify us of your agency's status (estimated % complete) for the systems/interfaces inventory Data tab. Also call out any specific barriers or challenges you are facing so that we can provide appropriate support. Email your status to the onewa@ofm.wa.gov inbox.
- ❑ **March 9:** Email to agency director and CIO with a status report and to ask for support.
- ❑ **March 9 and 16:** Email reminder to agency points of contact.
- ❑ **March 23:** Email to agency director and CIO with a status report and to ask for support.
- ❑ **March 30:** Email reminder to agency points of contact.
- ❑ **April 2:** Email to agency director.



Additional Workshops - available

Date	Time	Location
3/4/2020	9:00am – 11:30am	Raad #512
3/5/2020	9:00am – 12:00pm	Raad #512
3/6/2020	9:30am – 12:00pm	Raad #512
3/9/2020	1:00pm – 3:00pm	Raad #512
3/11/2020	8:00am – 10:00am	Raad #512
3/13/2020	10:00am – 12:00pm	Raad #512
3/16/2020	8:00am – 10:00am	Raad #506 and Raad #501
3/18/2020	8:00am – 10:00am	Raad #512
3/20/2020	10:00am – 12:00pm	Raad #512

Contact OneWA onewa@ofm.wa.gov to sign up for a workshop

What is Your Agency Project Roadmap?

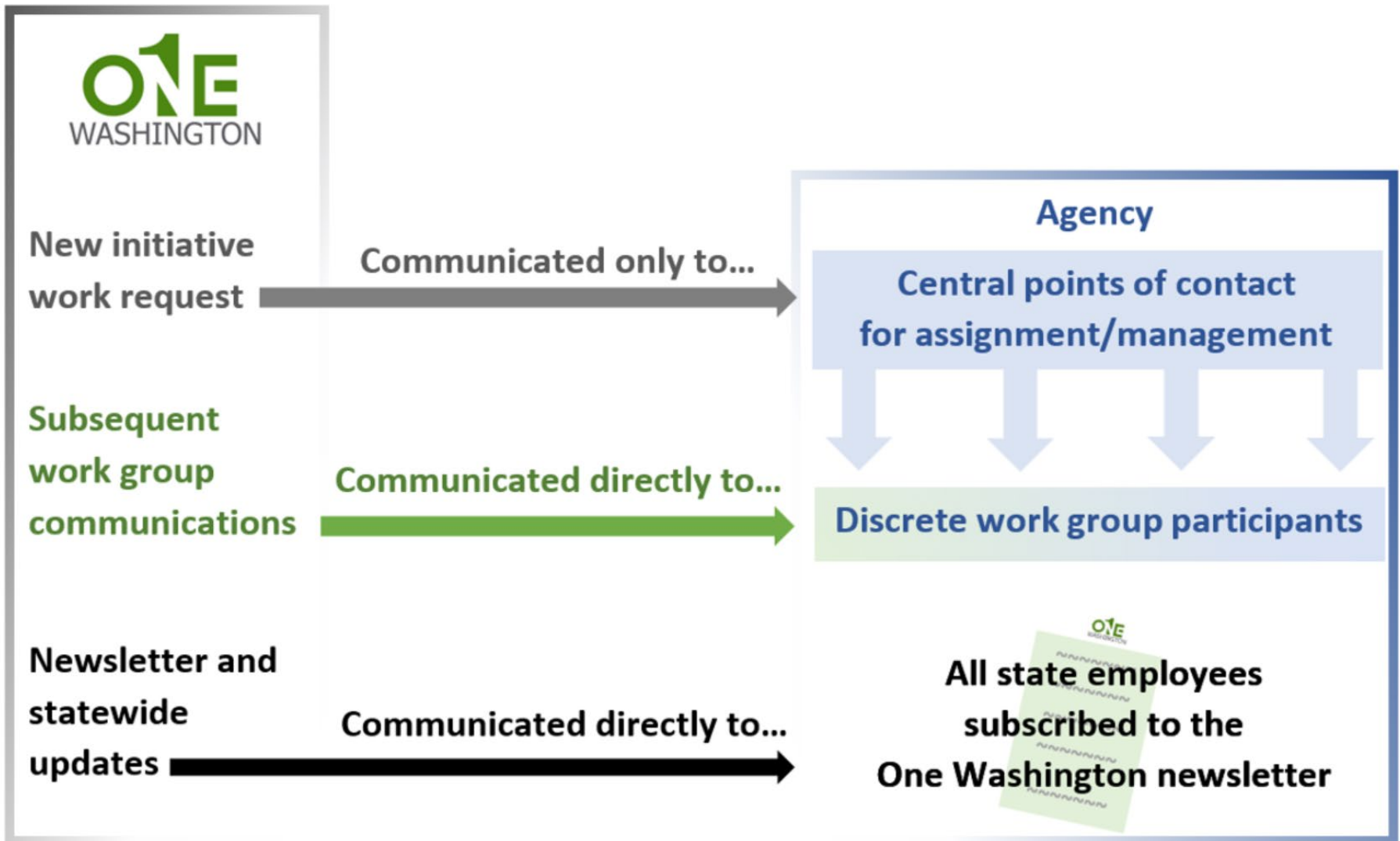
Have you coordinated with your IT and/or Enterprise Project Management Office to discuss how your agency future roadmap may be impacted by OneWa?

Examples:

- DOL – Polaris
- ESD – Paid Family & Medical Leave Insurance Project
- L&I – Prevailing Wage Law
- DFW – Police RMS & CAD Replacement
- DSHS – Eligibility Service ACES Remediation



Agency POC Roles and Responsibilities



Agency POC Roles and Responsibilities

The agency-level steering committee / project team...aka the “point of contact”

- Receives all inbound communications for new initiatives,
- Manages the request within the agency,
- Tracks the agency’s various OneWa work streams and deliverables,
- Coordinates vertical messaging within the agency,
- Maintains a frequent cadence of engagement with One Washington, and
- Keeps the agency director and leadership informed




Key Takeaways

1. Ensure your agencies' data requirements for the new ERP are submitted
 - ✓ *Ensure that your agency data stewards and data champions have support*
 - ✓ *Communicate to leadership and to business partners the importance to ensure their agency business continuity*
2. **By 5:00 PM on Friday, March 6:** Please notify us of your agency's status (estimated % complete) for the systems / interfaces inventory Data tab. Also call out any specific barriers or challenges you are facing so that we can provide appropriate support. Email the onewa@ofm.wa.gov inbox.
3. Ensure cleanup of system and interface inventories by April 1st 2020
4. **By 5:00 PM on Wednesday, Apr 1:** Submit the final full spreadsheet for your agency with the appropriate data on all three tabs



Stay informed

1. Newsletter [subscribe](#)
2. Monthly [newsletters](#)
3. OneWa website including [agency resources](#)
4. Budget buddy
5. Social media
 @OneWa_OFM

John Wright,
Communications Director
(360) 725-3867



Agency Resources

General Resources

- [Summary of current initiatives \(pdf\)](#) / updated as applicable
- [Wall of success \(pdf\)](#) / updated Fridays >> After opening, verify the current time stamp browser hasn't cached an old version: 12/20/2019 1:58 PM
- [Calendar of agency impacting initiatives \(pdf\)](#) / updated as applicable
- [Modernization roadmap \(pdf\)](#)
- [Talking points \(pdf\)](#) / updated monthly
- [Agency points of contact \(pdf\)](#) / updated Fridays
- [Executive Order 19-04 - Agency impacts \(pdf\)](#)
- [About the due diligence process \(pdf\)](#)
- [Contractor roles and deliverables \(pdf\)](#)



FOR MORE INFORMATION:

Website: one.wa.gov

Email: onewa@ofm.wa.gov

TO PROVIDE FEEDBACK:

onewa@ofm.wa.gov



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