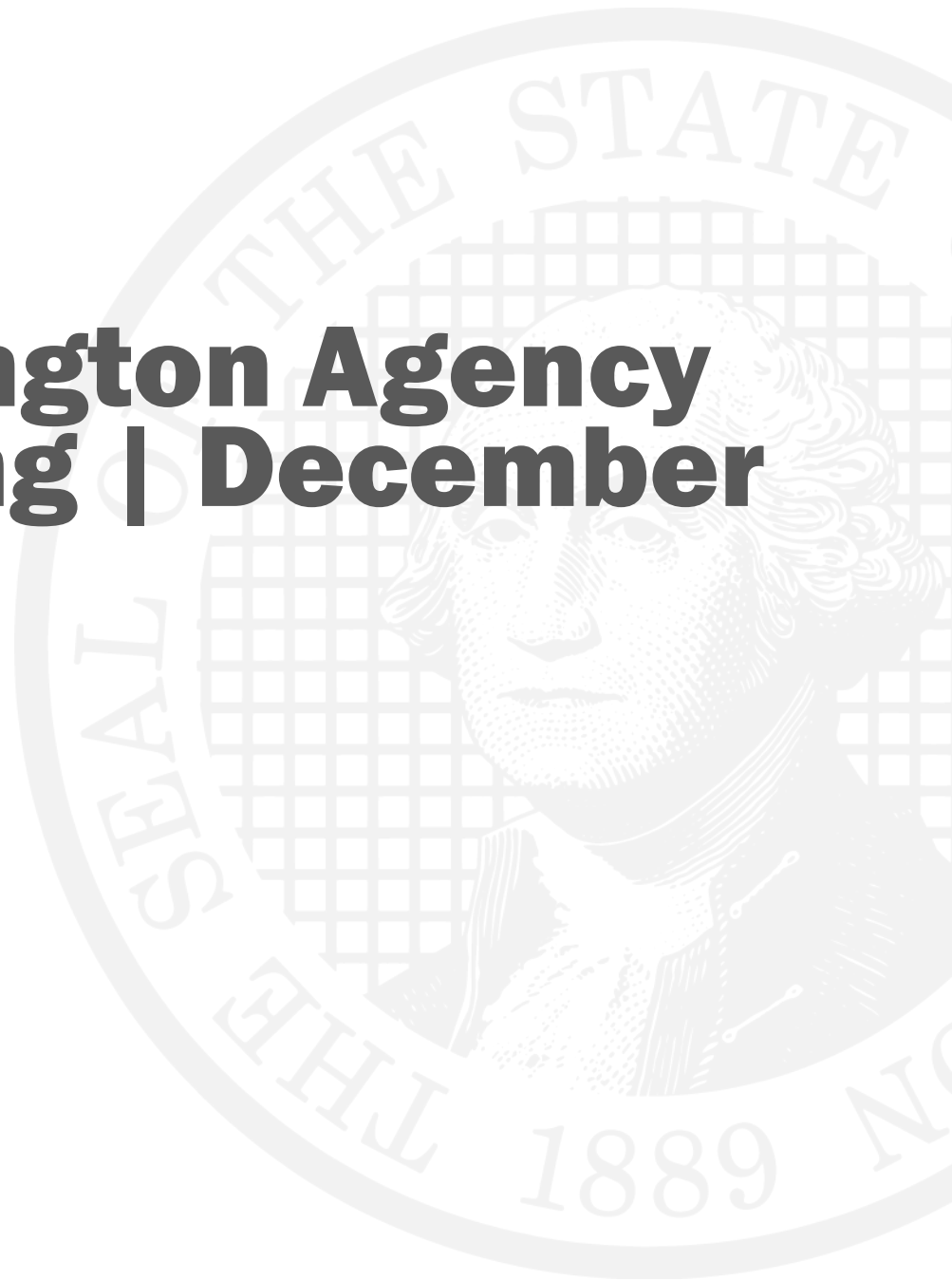December 15, 2020

One Washington Agency POC Meeting | December 2020

Outline

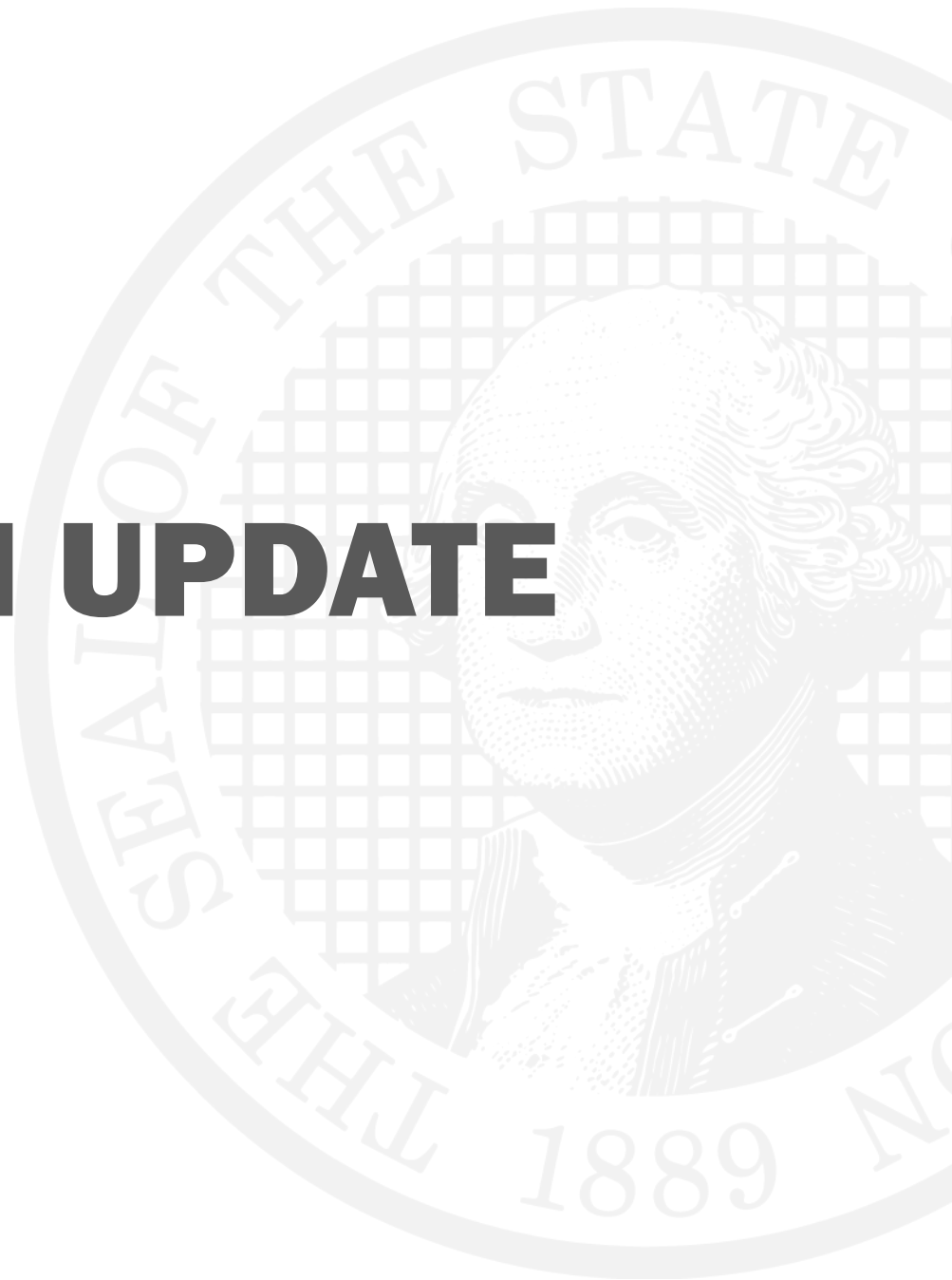| Topic	Description
Introduction / Agenda	• Welcoming Remarks and Agenda
Thank You POCs!	• Thank you message
Program Update	• Where we are today (implementation roadmap)
OCM Update	• AST Town Hall Recap • OCM Capability Development & Nano Learning • Upcoming OCM Activities

Finance Update	• Finance Reporting Survey Highlights:
	    • Future State
	    • Pain Points
	• COA & Index Cleanup Completion Numbers
	• Upcoming Finance Activities

"Tech Talk" Technology Update	- Workshop this week – outcomes- OCIO updates- - 30/60/90 - Other updates - Upcoming Technology Activities
Closing Remarks	• Thank you • Q & A

You are Awesome!

The One Washington Team extends a heartfelt **thank you** for your pre-implementation work. We would not be where we are without you!
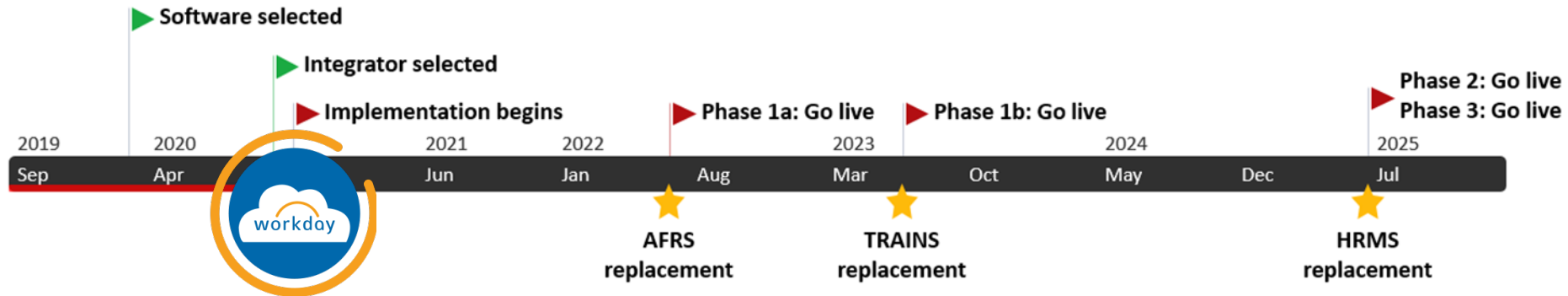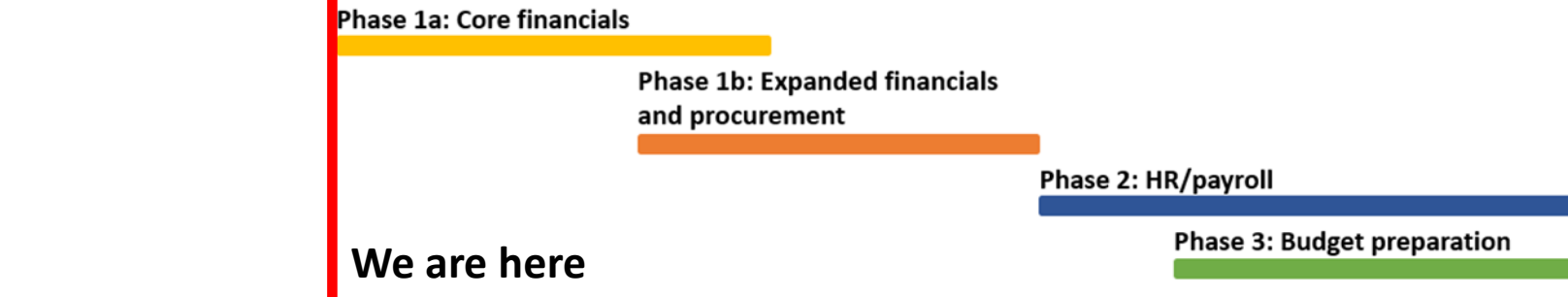
PROGRAM UPDATE

Where We Are Today

Agency readiness efforts (includes baseline assessment)

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

Phase 1a: Core financials

Phase 1b: Expanded financials and procurement

Phase 2: HR/payroll

Phase 3: Budget preparation

We are here

Software selected

Integrator selected

Implementation begins

Phase 1a: Go live

Phase 1b: Go live

Phase 2: Go live
Phase 3: Go live

| 2019 | 2020 | | 2021 | 2022 | | 2023 | | 2024 | | 2025 |
| Sep | Apr | | Jun | Jan | Aug | Mar | Oct | May | Dec | Jul |

AFRS replacement

TRAINS replacement

HRMS replacement

workday

5

OCM UPDATE

Transitioning to the AST Network

As the program moves into implementation, the POC Network will transition into the Agency Support Team (AST) Network.

Key Changes include:
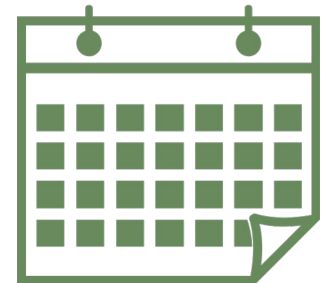
Increased **sponsorship**

Addition of OCM, finance, and technical **SMEs**

More **structure** and **support** for agency readiness

On **December 10**, the OneWa team hosted a **Town Hall** to assist agencies with the selection of AST Leads and answer questions about how to structure their ASTs.

Agency Support Team (AST) Timeline

AST planning and stand-up is progressing, with upcoming activities and milestones
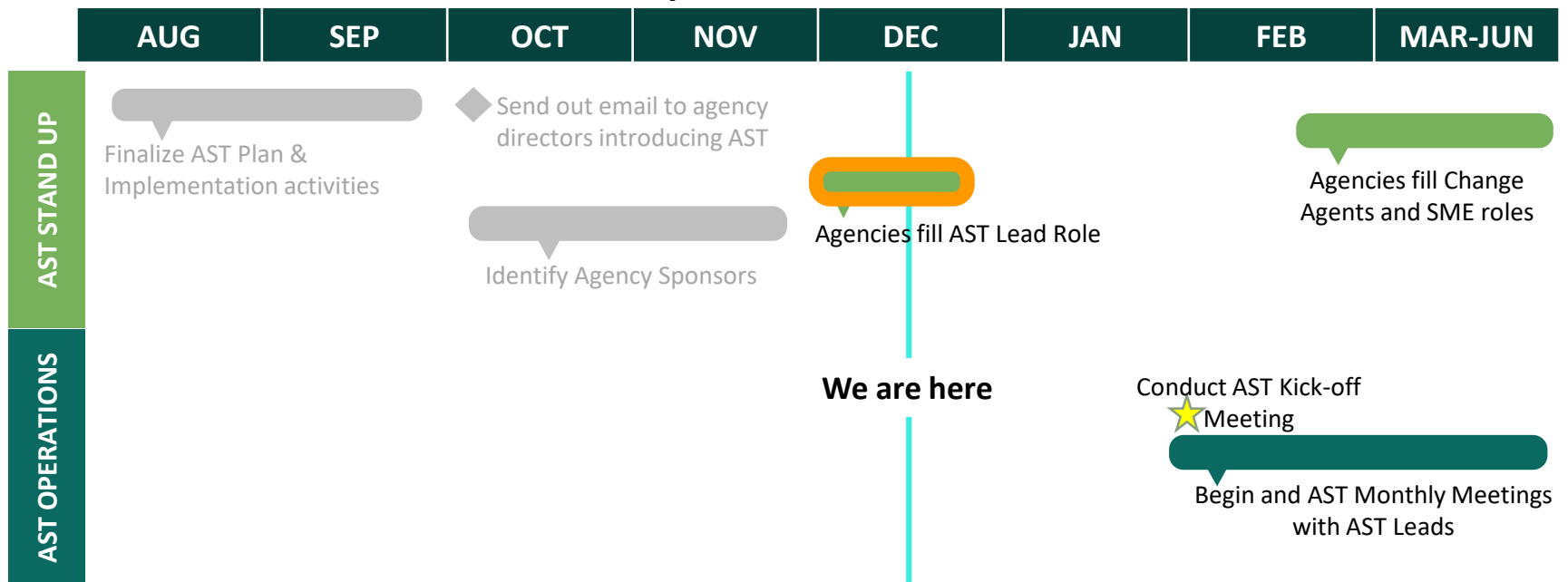
Agencies fill AST Lead Role by December 18

Create AST Plan ✓	Identify agency sponsors ✓	**Fill AST Lead Role by Dec 18**

AST Implementation Activities

AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR-JUN

AST STAND UP

Finalize AST Plan & Implementation activities

Send out email to agency directors introducing AST

Identify Agency Sponsors

Agencies fill AST Lead Role

Agencies fill Change Agents and SME roles

AST OPERATIONS

We are here

Conduct AST Kick-off Meeting

Begin and AST Monthly Meetings with AST Leads

8

POCs

AST Leads

- Some POCs will transition into the AST Lead Role
- AST Sponsors are currently making assignments
- Stay tuned for information about the AST Kickoff in early 2021
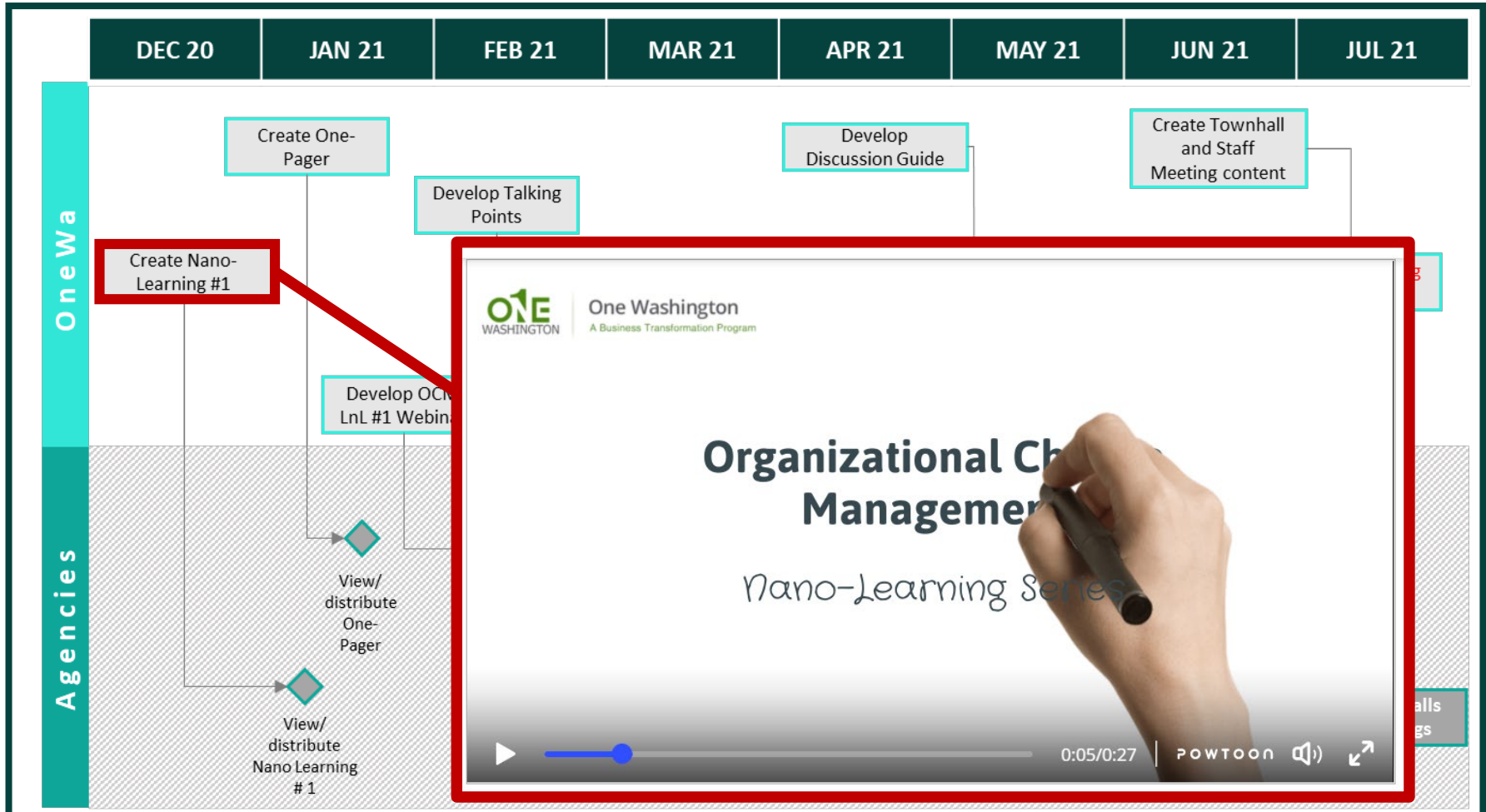
OneWa Advocates

- If you are not transitioning into the AST Lead Role, we encourage you to stay connected with your AST Lead
- As an advocate, please continue to read about OneWa updates, spread awareness, and provide feedback.

IMPORTANT! One Washington communications will continue to go to current POCs until the AST Kickoff Meeting in January.

Looking Ahead: Building OCM Capability

In the coming months, the OneWa program team will provide nano-learnings, toolkits, webinars, and town hall meeting content to build agency OCM capability.

Upcoming OCM Readiness Activities

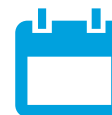| Task/Activity	Timeframe
Identify AST Sponsors	Complete
Identify AST Leads	In Progress
Identify AST Structures	December – April
Participate in POC/AST Network Meetings	Monthly
Begin using Agency Readiness Checklist	January
Read and distribute OneWa communications products	Monthly
Complete Readiness Assessment #2	January - February
Based on future state design and enterprise-wide impact assessment, agencies to assess the impact on their staff and operations.	June - August
Participate in activities to increase OCM capability (nano-learnings, webinars, managing change toolkit)	Monthly

FINANCE UPDATE

> **THANK YOU** for your feedback. The pain points you identified will help the One Washington team define future state reporting requirements.

Pain Points

- Need for **training**

- Understanding **capabilities** of the **tools**

- **Stability**

- Not able to **add report**

- Reports dropping off on a **set schedule**

- **Cross Biennium** Reporting
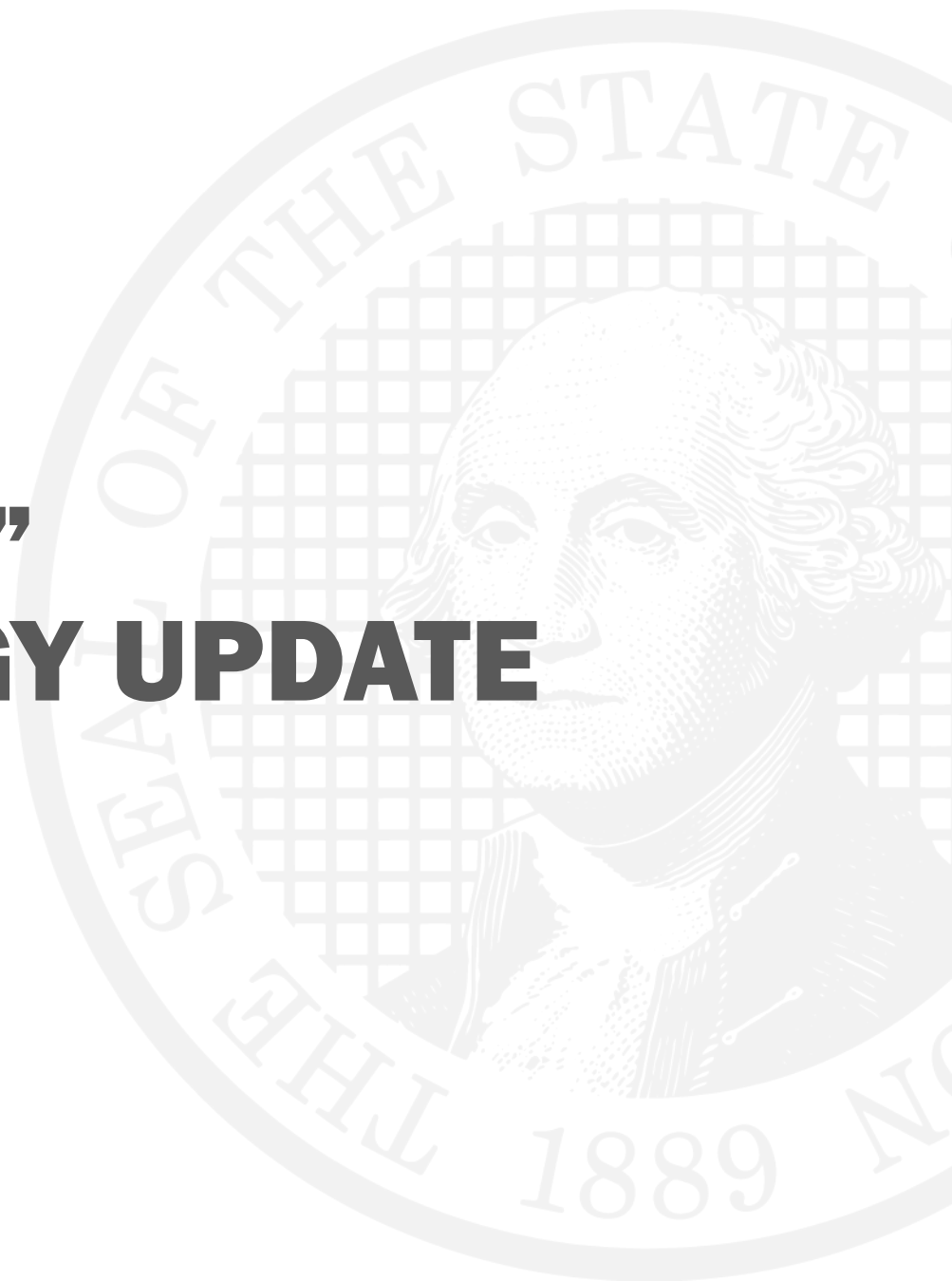
- Cleaner **exports**

Upcoming Finance Readiness Activities

Action Required

Task/Activity	Timeframe
Understand Chart of Accounts elements usage and business requirements	In Progress
Clean up COA index codes	In Progress
Explore manual-processes and transactions that occur in AFRS	January
Review business processes and documentation to gain an understanding of cost allocation, AR/AP, Budget Control, Interagency Billing, Asset Management, Grants/Projects Management, etc.	January
Design & Discovery Sessions	February – June
User Story Development	February – June
Financial Data Model (FDM) Blueprinting Sessions	February – June

"TECH TALK" TECHNOLOGY UPDATE

Technology Update

Tech Talk is information for state agency technical professionals who are supporting the Workday Enterprise Resource Planning (ERP) Solution implementation.

Activities to the right show the technical tasks that One Washington will focus on over the next 30, 60, and 90 days.

Spotlight On| Contacting the Technology Team

Do you have questions or feedback for the One Washington Technology Team? Please send an e-mail to:

OneWa@ofm.wa.gov
Subject line: *Tech Talk*

❖ If applicable, your agency will receive communication from the Tech Team requesting action.

❑ Applies to most agencies, boards, commissions and institutions of higher education.

Timeframe	Activities
30 Days (12/21-1/20)	❖ **Select Agencies:** Complete Data Sharing Agreements
	❖ **Select Agencies:** Continue Conversion Pre-Work
	❖ **Select Agencies:** Move to OFM IT AFRS inbound/ outbound standard interface
60 Days (12/21-2/20)	❑ Develop context diagrams highlighting which systems will remain, which will be replaced, and when.
	❑ **Prepare for systems conversion:** • Clean agency data by removing inconsistencies • Develop data flow diagrams • List and describe business critical data not in current COA • Send that list to OneWa@ofm.wa.gov by 1/31 (Subject: Tech Talk)
	❑ Report scheduled system updates or maintenance to onewa@ofm.wa.gov by 1/15/2021 (Subject: *Tech Talk*).
90 Days (2/21-3/20)	❑ Review the One Washington Technical Project Schedule

CLOSING REMARKS

Closing Remarks

Thank you again for serving as POCs!

- Q & A
- Next Steps
- Please stay tuned for more information about the AST Network Kickoff
- **Happy Holidays!**

If you have any feedback, comments, or questions, please contact us at:

OneWa@ofm.wa.gov