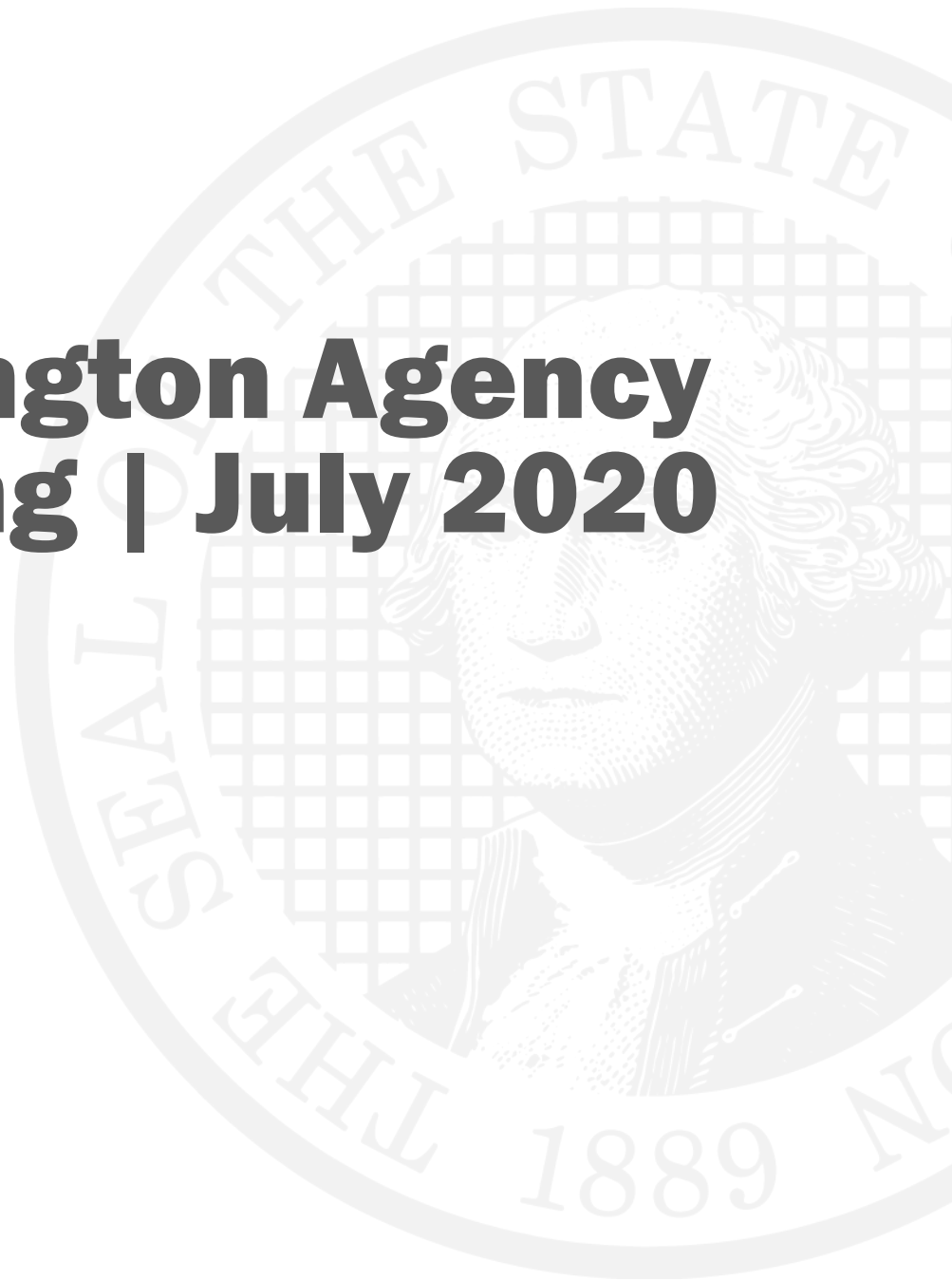


July 30, 2020

One Washington Agency POC Meeting | July 2020



Agenda

Topic	Description
Introduction / Agenda	Welcoming Remarks and Agenda
Program Update	<ul style="list-style-type: none">• Brief update on what has happened since last POC Meeting including software selection and SI RFP release• What the program is doing to prepare for implementation• Budget instructions/submission process
Work Thread Updates – Technology Update	<ul style="list-style-type: none">• Integrations• Agency Reports• Thanks for continued participation and support
Work Thread Updates – People/OCM	<ul style="list-style-type: none">• AST Network – introduce AST structure options, roles and responsibilities, high-level timeline• Actions/requests of POCs• Thanks for POC Survey and how we’re using the data
Work Thread Updates – Finance Process	<ul style="list-style-type: none">• COA Strawman Review• COA Code cleanup
Closing Remarks	<ul style="list-style-type: none">• Q & A• Next Steps<ul style="list-style-type: none">• Next meeting in Aug• Reminder about budget requests due 8/15• Suggest future topics to OneWa inbox

PROGRAM UPDATES



One Washington
A Business Transformation Program

Benefits of Cloud ERP Software

A new, cloud based ERP software solution will provide State leaders and finance professionals with many advantages over the current AFRS system.



MODERNIZED AND CONSOLIDATED SYSTEMS

Up-to-date systems reduce enterprise risk.



HIGHLY CONFIGURABLE

The modern approach is to rely on configuration – not customization.



EMERGING TECHNOLOGIES

New technologies afford automation and fraud detection.



TRANSPARENCY AND TRACEABILITY

Achieve goals by using an integrated system to support executive decision-making.



MOBILE WORKFORCE

Create mobility through innovative technology.



AGGREGATED SPEND DATA

Aggregated spend data to leverage spend management and volume buying.



OPTIMIZE USE OF FINANCIAL RESOURCES

Maximize state discounts and purchase card rebates.



STANDARDIZED DATA AND PROCESSES

Consistent processes and data elements between agencies.



FORECASTING AND REPORTING

Improved forecasting tools and reporting by centralizing data.



INTEGRATED INFORMATION

Real-time, quality data at the enterprise level.

Modernization Roadmap

Agency readiness efforts (includes baseline assessment)

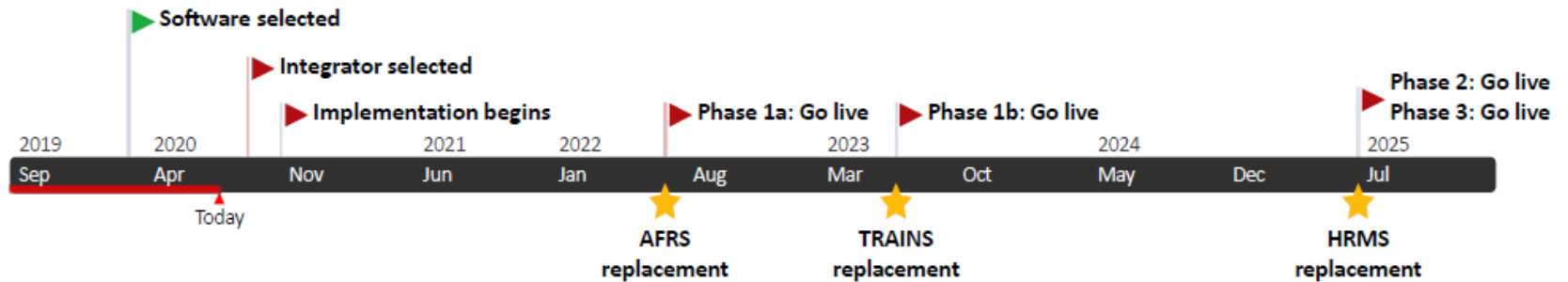
Phase 0: ERP readiness (acquisition of software and system integrator)

Phase 1a: Core financials

Phase 1b: Expanded financials and procurement

Phase 2: HR/payroll

Phase 3: Budget preparation



(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.

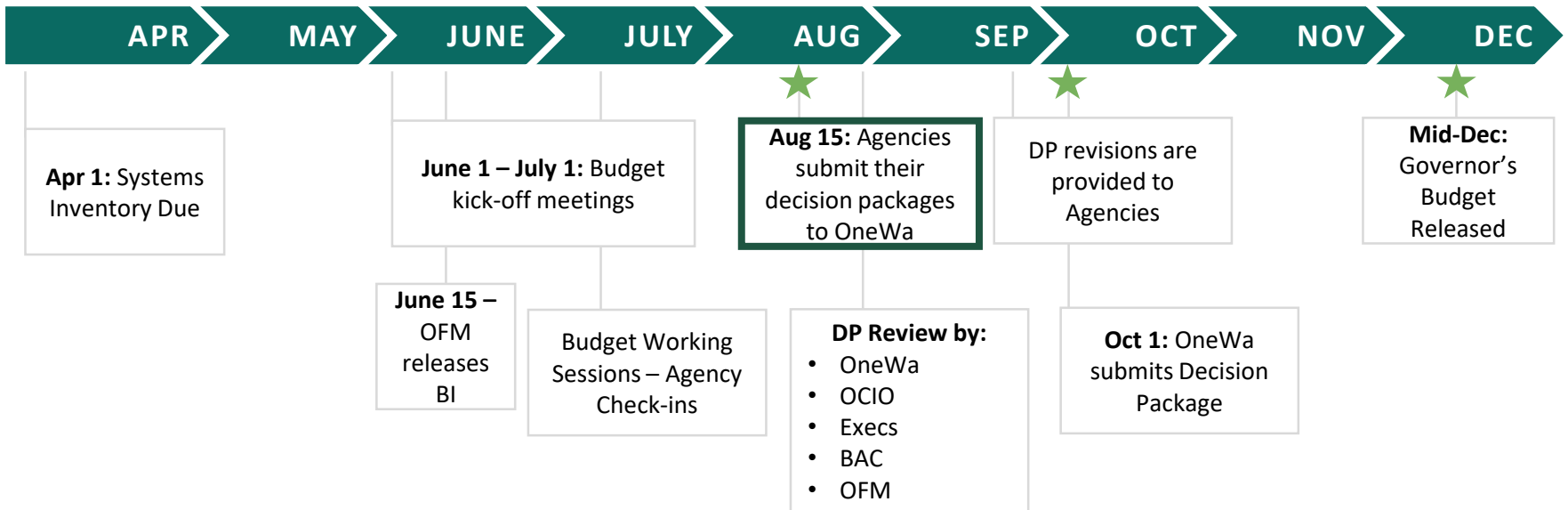
6/22/2020

Page 1

Budget Preparation and Decision Package Timeline

The timeline below illustrates key upcoming activities related to biennial budget preparation.

2020



- The decision packages submitted by agencies to OneWa may be used to request IT resources to support agency's implementation of the Workday solution to replace AFRS and eventually TRAINS.
- Additionally, OneWa is developing an **OCM Funding Pool** as part of the Decision Package which, if funded, would provide OCM resources to some agencies.

Preparing for the Implementation

The OneWa program is working on or has completed the following set of activities on preparation for Phase 1a implementation.

Program Preparation

- ✓ Learning from partners like UW – process design
- ✓ Budget instructions to agencies complete
- ✓ Budget advisory committee in progress
- ✓ Analysis of agency systems data elements and relationships
- ✓ Supplemental funding allocation plan
- ✓ New PMO status report to ESC and OCIO

Getting Ahead

- ❑ Chart of accounts design
- ❑ Outlined agency readiness activities for the next 3 months
- ❑ Concluded pilot to move agencies to standard interfaces

The OneWa program continues to support agency readiness through agency readiness and engagement meetings, deep dive meetings with agency staff and agency technical meetings.

System & System Integrator Acquisition

System Due Diligence Process

- ✓ Confirmed BAFO
- ✓ Announced Workday as ASV on June 29, now entering into formal negotiations
- ✓ Ordering document expected to be complete in July

System Integrator Request for Proposals

- ✓ Notified select qualified vendors of system announcement
- ✓ Published June 30, 2020
- ✓ Upcoming mid-July: Prepare for SI Review:
 - Evaluator training, interview guides and agendas
- ✓ Proposals due by August 10, 2020

UPCOMING EVENTS

- Summer 2020** – Conclude system contract negotiations
- Summer 2020** – Select system integrator
- Fall 2020** – Conclude system integrator contract negotiations

What agencies should be preparing to do for implementation



- Participate in POC Network Meetings
- Read and review OneWa program communications
- Complete OneWa budget requests
- Participate in Readiness & Engagement Meetings (select agencies only)
- Participate in agency Deep Dive Meetings (select agencies only)

TECHNOLOGY



One Washington
A Business Transformation Program



Technology Readiness Update



Overall status



Integrations



Security

- Technology readiness activities are on track!
- A big thank you to agencies for helping with the IT systems inventory, data collection, and interface review and validation.
- The technology team will continue to follow-up with select agencies as needed.

ORGANIZATIONAL CHANGE MANAGEMENT

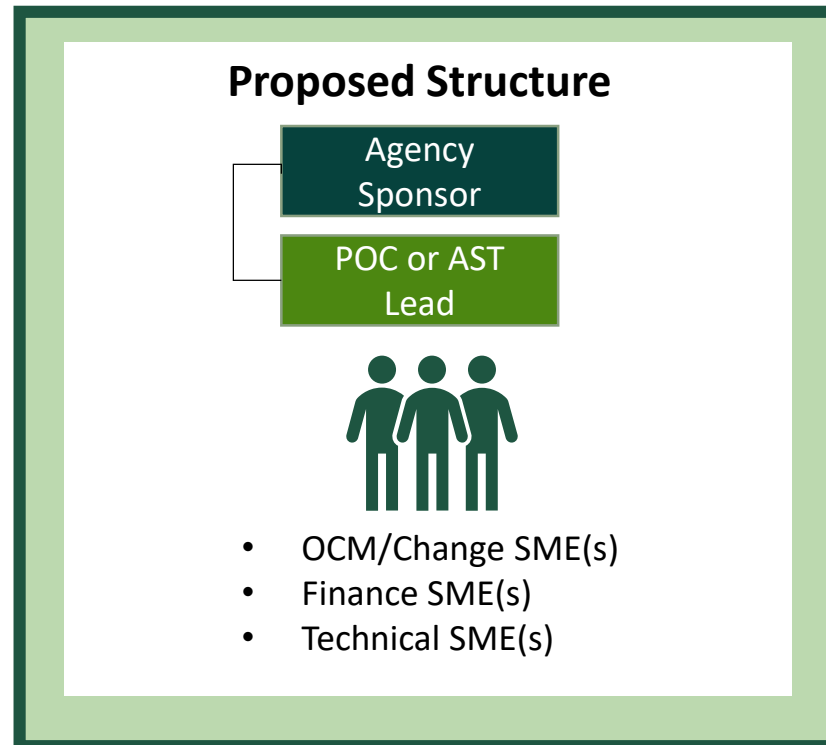


One Washington
A Business Transformation Program

The Agency Support Team (AST) Network



- ▶ **Purpose:** To **strengthen leadership sponsorship** and **engagement** for the program while formalizing **finance** and **technical subject matter expertise**.
- ▶ **Overview:** Streamline communications and planning within agencies, including with agency leaders, by organizing and supporting agency resources to complete agency readiness (people, process, and technology) activities



AST: Today vs. Future

The new Agency Support Team (AST) Network is intended to support all OneWa requirements (people, process, and technology).

TODAY

Agency POC



Single agency POC or steering committee



FUTURE

Sponsor



AST Lead



- Or -

Sponsor



AST Lead



AST Members



NOTE: Hybrid options will also be considered including a “lighter” version, one AST Lead supporting multiple agencies, etc.

OneWa POC Survey Results



Thank you for your participation! We had 64 responses!

86%

OneWa provides timely responses to my questions and requests.

81%

As the Agency POC, OneWa program information and requests are effectively communicated to me.

72%

Would like to have monthly Agency POC Meetings.

75%

Communications about OneWa have improved over the last six months.

Comparisons with Baselines Readiness results

Question	Baseline Readiness	POC Survey	What This Score Means
Based on my interactions with people in my agency, my agency is supportive of replacing AFRS and moving to a standardized set of finance processes.	77%	97%	<ul style="list-style-type: none"> % respondent strongly agreed or agreed that their agency is supportive of replacing AFRS and moving to a standardized set of finance processes. The % increase portrays the support for OneWa has increased over time.
My agency has the capacity to support an effective organizational change management effort for OneWa. (Capacity here is defined as enough time and resources to commit to the effort.)	32%	59%	<ul style="list-style-type: none"> % respondent Strongly disagreed or disagreed that their agency has capacity to support an effective OCM effort for OneWa. The % increase is a reflection of the concerns with current situation with Covid19 and not having enough resources to support OneWa effort.

POC Survey Follow-up and Next Steps



- **THANK YOU FOR YOUR FEEDBACK!** Unfortunately there was a glitch in the survey data and some responses are unidentifiable. We will send out an email next week with further details and instructions.



- **Additional Agency Coordination** – Since the survey results are one input (among several) into the OCM Funding Pool, we have heard that some agencies would like the opportunity to retake the survey.





- **Collecting Input from additional agency sources** – We have also heard from some agencies that they would like to collect feedback from additional sources to provide a more comprehensive response.

If any other agencies would like to revisit their responses based on the reasons above, please contact us at OneWa@ofm.wa.gov by 5:00pm PT on Aug 7th.

DRAFT - Agency Readiness: Aug – October 2020

The schedule below summarizes key readiness activities agencies need to complete over the next three months. The OneWa program team is here to help!

Agency Readiness Activities

AUG		SEP		OCT	
Agency Activities	Benefit to Agencies	Activity	What we expect agencies to do	Activity	What we expect agencies to do
Read and distribute OneWa communications (newsletter, talking points, FAQs)	Keep agencies informed about key program milestones, activities, and next steps				
Attend Aug POC Meeting	Creates awareness for upcoming readiness activities				
Participate in Agency Support Team (AST) Planning activities	Helps agencies build OCM capacity for increased workload	AST Planning	Agencies participate in AST planning activities (meetings, communications, etc.)	AST Planning	Agencies participate in AST planning activities (meetings, communications, etc.)
Submit budget request by 8/15	Helps agencies build additional capacity for OneWa				
Review proposed COA and provide feedback to OneWa	Helps agencies assess potential changes to agency COA				
Review and validate data interfaces and integrations	Helps agencies plan for system impacted by new ERP system				

FINANCE



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A Business Transformation Program



Chart of Accounts Modeling

The following slides give an overview of what the future COA may look like at a high level.



Why COA modeling is important:

- The state will move to a single, standardized COA for all agencies.
- Agencies need to prepare for this change.

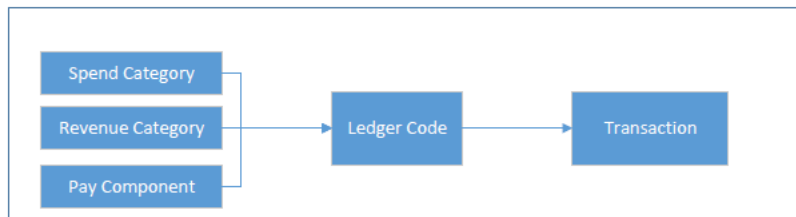
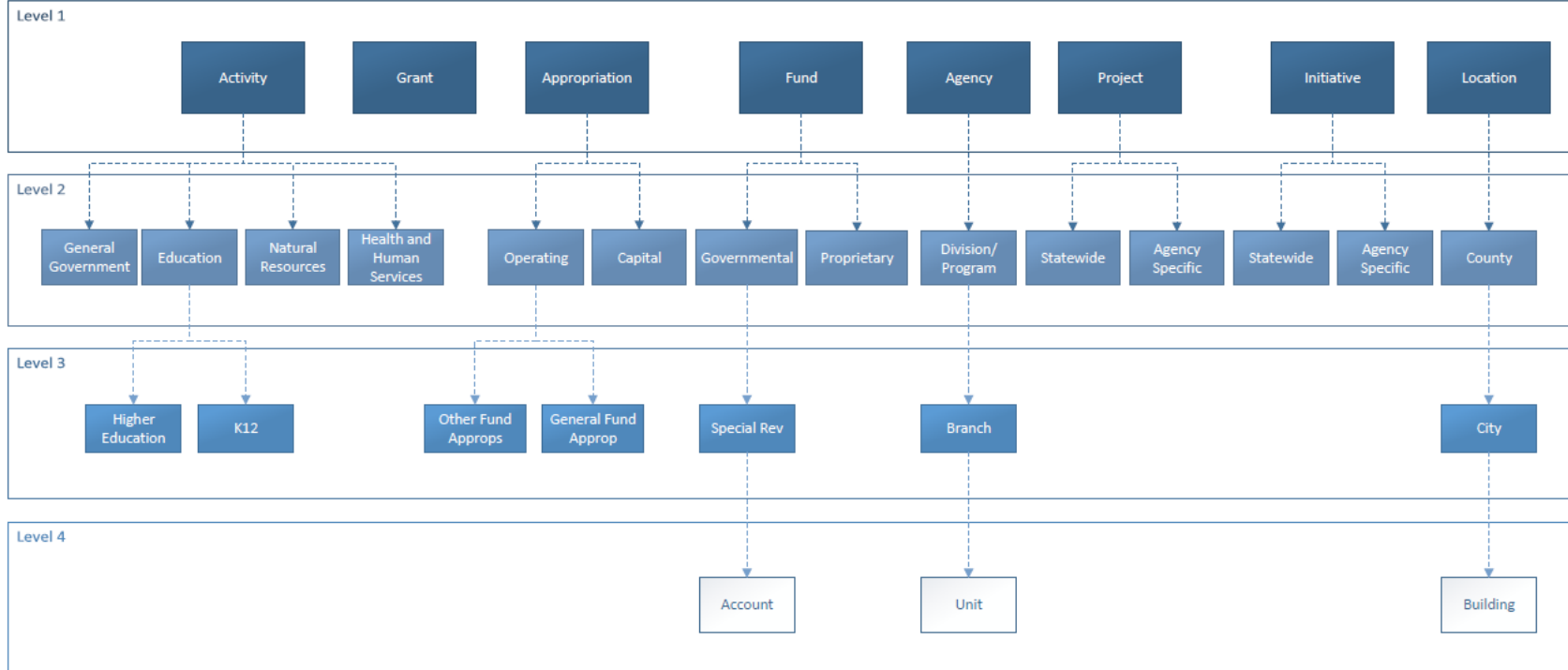
How to use this tool:

- Review the COA Strawman.
- Analyze how it differs from your agency's current COA.
- Identify what changes your agency will need to make to align with the new COA.

If you have any feedback or comments on the COA please send an email to onewa@ofm.wa.gov attn to Brian Tinney.

Chart of Account Modeling

State of Washington Chart of Accounts Model



Current as of: 7/23/20

Indexes

OFM will be working with agencies to fix their index codes in preparation for the ERP. Index codes are input shortcuts and should have unique accounting structure associated to each. In many cases multiple indexes are using the same accounting structure.

- 71 agencies impacted
- 640 Appropriation Indexes
- 5247 Program Indexes
- 7290 Organization Indexes

CLOSING REMARKS



One Washington
A Business Transformation Program

Discussion and Next Steps



Questions / Feedback

- What do you need from OneWa?

Discussion

- August POC meeting – agenda items

Next Steps

- Support agencies through the budget instruction process/DP build
- Coordinate POC to AST Network transition
- Continue OneWa program communications and answer agency questions as needed