

Statewide Financial System (SFS) Program

Key Stakeholder Meeting

Tuesday, March 16th, 2010

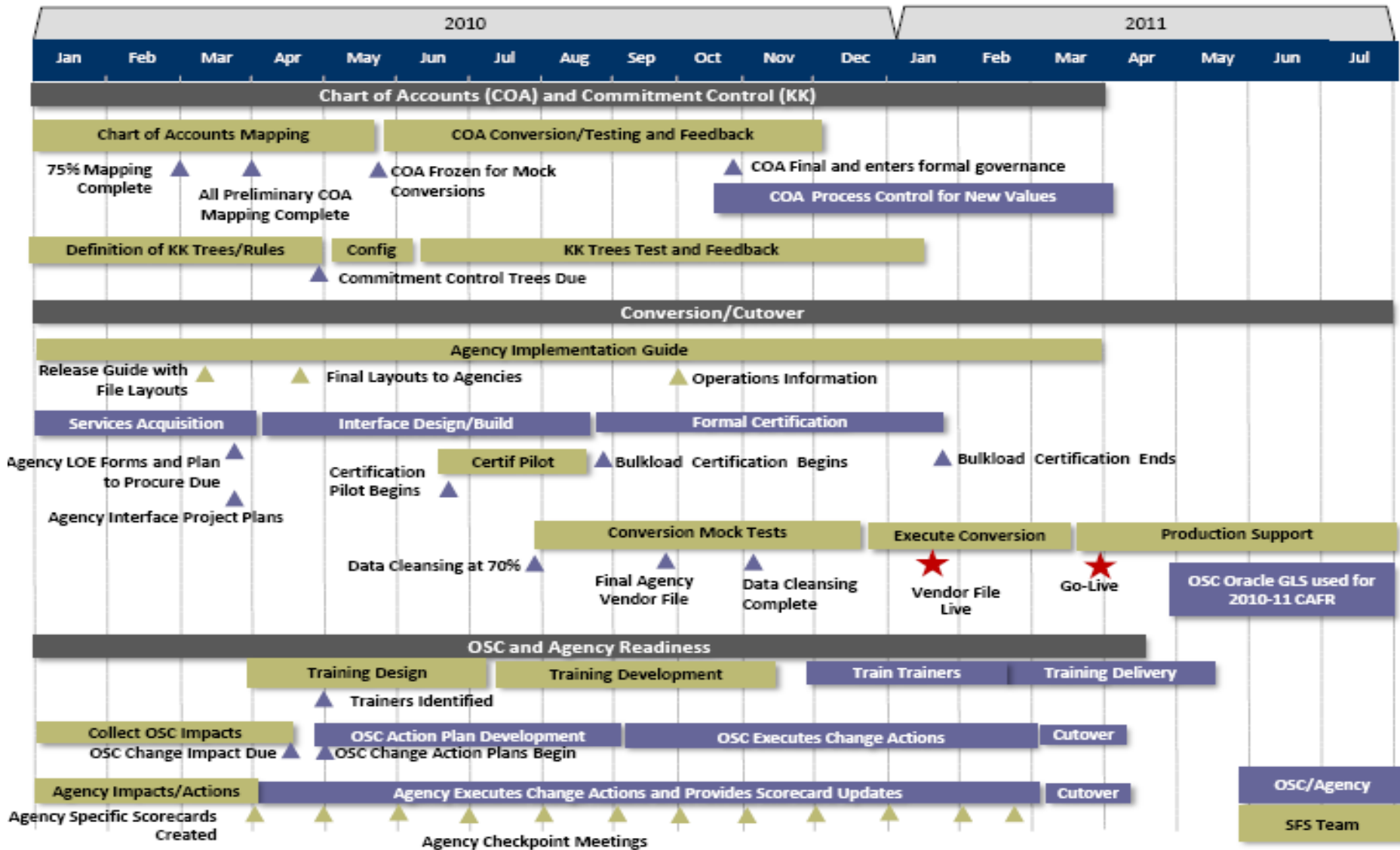
Agenda

- SFS Roadmap Update
- SFS Steering Committee Update
- Agency Implementation
- SFS Next Steps
- Q and A

SFS Roadmap Update

Mahesh Nattanmai (SFS Business Operations Manager)
Roseanne Kryjak (SFS Integration Manager)

Stakeholder Delivery Map



SFS Program Progress

➤ Agencies

- Chart of Accounts (COA) Mapping
- Commitment Control (KK) Trees
- Level of Effort (LOE) Assessment Forms & Workshops
- Reporting Workshops

➤ OSC

- Blueprint Sessions

➤ Key Upcoming Activities

- SFS Conversion Strategy
- Reporting Requirements Complete
- Workforce Transition Strategy
- Conversion Environment Available
- Integration System Testing (IST) Plan Complete
- Order Production Environment Infrastructure
- Finalize KK Definition

Chart of Accounts (COA) and Commitment Control (KK)

Accomplishments	<ul style="list-style-type: none">➤ Cost Center Mappings were due February 12th<ul style="list-style-type: none">▪ 72% of total cost centers are mapped and submitted to the SFS Team▪ 95% of agencies submitted cost center mappings➤ Agency KK Exercises were due March 5th<ul style="list-style-type: none">▪ 66% of agencies submitted Agency KK Exercises▪ 24% of agencies contacted the SFS Team requesting extensions to submit▪ 10% of agencies did not submit an exercise OR contact the SFS Team and will be defaulted to “Statewide Only”➤ Non-Phase 1 agency workgroup to define budget requirements ongoing
Key Risks	<ul style="list-style-type: none">➤ Cost Center Mapping data needed to move forward with planned configuration work➤ Statewide KK definitions for budgetary control will be assumed for agencies that have not submitted a KK Exercise or contacted SFS by March 12th➤ Delayed Cost Center Mapping may change Agency KK Design
Upcoming Activities	<ul style="list-style-type: none">➤ Cost Center Mapping – continuation of review process with agencies➤ Agency KK continuation of Non-Phase 1 Agency Budget Requirements workgroup

Conversion/Cutover

Accomplishments	<ul style="list-style-type: none">➤ Agency Implementation Guide<ul style="list-style-type: none">▪ Updated guide released March 8th➤ Interface Design Build<ul style="list-style-type: none">▪ Agencies requiring interface development support are securing procurement▪ Level of Effort (LOE) Workshops with agencies are ongoing<ul style="list-style-type: none">○ Phase 1 agencies assessing LOE impact for any feeder systems that will interface with SFS
Key Risks	<ul style="list-style-type: none">➤ Delays on interface planning development will impact Bulkload Certification
Upcoming Activities	<ul style="list-style-type: none">➤ Agency Implementation Guide<ul style="list-style-type: none">▪ Final bulkload file layouts targeted for release in April➤ Services Acquisition<ul style="list-style-type: none">▪ Plan-to-Procure (PTP) statement to CIO/OFT, LOE form to SFS Help Desk and Project Plan to SFS PMO are due March 26th➤ Formal Certification<ul style="list-style-type: none">▪ Agency Bulkload Certification Pilot begins late June▪ Formal Bulkload Certification begins in late August

OSC and Agency Readiness

Accomplishments	<ul style="list-style-type: none">➤ Training<ul style="list-style-type: none">▪ Approx. 95% of the Train-the-Trainer Taskforce (TTT) has been identified▪ Agency training curriculum review sessions ongoing▪ OSC training curriculum under development▪ Scheduling of sites for TTT and end-user training underway▪ Preparing for validation of OSC Trainers and SMEs➤ OSC Impacts (Blueprint)<ul style="list-style-type: none">▪ 70% of planned process model sessions complete
Key Risks	<ul style="list-style-type: none">➤ Training<ul style="list-style-type: none">▪ Delays in OSC training curriculum/trainer engagement planning▪ Availability of adequate training facilities
Upcoming Activities	<ul style="list-style-type: none">➤ Training Design<ul style="list-style-type: none">▪ Identifying Change Agents and Supers Users▪ Learning Management System (LMS) deployment➤ Collect OSC Impacts (Blueprint)<ul style="list-style-type: none">▪ OSC Change Impacts due mid-April➤ Agency Impacts/Actions<ul style="list-style-type: none">▪ Agency specific scorecard development throughout spring

Agency Design Phase

Accomplishments	<ul style="list-style-type: none">➤ Extended Team (ET)<ul style="list-style-type: none">▪ Pilot 2 Fit-Gap analysis complete▪ Reporting Requirements Review Sessions complete➤ Interface development focused on definition of requirements
Key Risks	<ul style="list-style-type: none">➤ Lack of ET member participation at respective meetings➤ Late ET participation may result in User Acceptance Testing issues➤ ET members covering multiple SFS agency roles
Upcoming Activities	<ul style="list-style-type: none">➤ ET Assessment of Agency's AR/Billing/Revenue Systems Agency Meetings (Non-Phase 1 agencies)<ul style="list-style-type: none">▪ Targeted for late March - early April➤ ET Pilot 3 (Conference Room Pilot) Workshops –<ul style="list-style-type: none">▪ Targeted for April 12th – May 7th➤ User Acceptance Testing<ul style="list-style-type: none">▪ Summer – Fall 2010

SFS Steering Committee Update

SFS Steering Committee is comprised of 22 members representing 10 functional groupings across the State

- SFS Steering Committee will:
 - Provide the SFS Governance Board and Program Director with strategic, visionary advice and consultation
 - Ensure alignment among SFS' sponsoring agencies (DOB, OSC and OCIO/OFT), the SFS Team and operating/stakeholder agencies throughout the State
 - Identify agency issues and risks
 - Work toward consensus recommendations with other members to reach mutually-acceptable outcomes

- SFS Steering Committee Kick-Off Meeting is scheduled for March 23rd

SFS Steering Committee Members

Control Agencies	Kevin Belden and Dan Berry (OSC)
	Dominic Colafati, Susan Knapp and Louis Raffaele (DOB)
Education	Donald Juron (SED)
General Government	Aida Brewer (DTF)
	Catherine Durand and Sharon Cates Williams (OFT)
	Rebecca Caudle (GOER)
	Franklin Hecht (OGS)
Health & Social Welfare	Kathleen Elfeldt (DOL)
	Bill Filiaci (OTDA)
	Jane Harding (DOH)
	Tom Tipple (OCFS)
Judiciary	Bonnie Gold (UCS)
Mental Health	Martha Schaefer Hayes (OMH)
Parks and the Environment	Pete Finn (OPRHP)
	Lori Liddane (DEC)
Public Protection	Thomas Herzog (DOCS)
	Kim Szady (DCJS)
Transportation	Nancy Mulholland (DOT)
Economic Devel./Gov. Oversight	TBD (Banking)

Agency Implementation

Mary Acquaviva (SFS Organizational Readiness Lead)

Phase 1- 49 Agencies

Hosted Agency: Department of Correctional Services - KFMS		
Dept. of Agriculture & Markets	Division of Housing & Community Renewal	Insurance Dept.
Dept. of Civil Service	Division of Human Rights	Judicial Nominations Commission
Dept. of Correctional Services	Division of Parole	Judicial Screening Commission
Dept. of Economic Development	Executive Chamber	Lieutenant Governor's Office
Dept. of Law	Franchise Oversight Board	Office of the CIO/Technology
Dept. of Public Service	Governor's Office of Employee Relations	Office of the Medicaid Inspector General
Dept. of State	Greenway Heritage Conservancy For the Hudson River Valley	Office of Real Property Services
Dept. of Tax & Finance	Higher Ed Services Corp.	Welfare Inspector General
Division of Budget	Hudson River Valley Greenway Communities Council	
Hosted Agency: Office of General Services - APPX		
Board of Elections	Division of Veterans' Affairs	Office of Homeland Security
Consumer Protection Board	Governor's Office of Regulatory Reform	
Div. of Alcoholic Beverage Control	Office of General Services	
Direct Entry Agencies		
Adirondack Parks Agency	Div. of Military & Naval Affairs	Office of Parks, Recreation & Historic Preservation
Banking Dept.	Div. of State Police	Public Employee Relations Board
Commission on Judicial Conduct	Div. of the Lottery	Racing & Wagering Board
Commission on Public Integrity	Interest on Lawyer Account Fund	Tug Hill Commission
Commission on Quality of Care	Judiciary	
Crime Victims Board	Office for the Aging	

Agency Implementation Guide - Open Forum

➤ Overview:

- Provides info on the interface development procurement process to support modifying agency systems and bulkload files.

➤ Direct Entry:

- Updated to describe the direct entry solution for future phase agencies.

➤ Vendor File:

- Provides info on the initial seeding and processes that agencies will use to add vendors to the Master Vendor File.

➤ Agency Bulkload Certification:

- Process and timelines have been added.

➤ Agency Implementation:

- Provides info on agency implementation for Phase 1 agencies.

➤ Training for Phase 1

Agencies:

- Updated with info on SFS training delivery approach.

➤ Bulkload Infrastructure:

- Added to describe the bulkload file transfer process and infrastructure.

➤ LOE Assessment Form:

- Reinstated to include the LOE assessment form template.

➤ Procurement Guidelines

SFS Next Steps

Michael McDermott (Training & Communications Lead)

SFS Next Steps

Agency Action Items

- **Submit PTP statement to CIO/OFT:**
March 26th
- **Submit LOE form to SFS Help Desk:**
March 26th
- **Submit Project Plan to SFS PMO:**
March 26th

Upcoming Meetings

- **ET Assessment of Agency's AR / Billing / Revenue Systems Agency Meetings:**
TBD (March-April)
- **Extended Team Pilot 3 Workshops:**
Targeted April 12th – May 7th
- **Train-the-Trainers Identified:**
Late April
- **Next Key Stakeholder Meeting:**
April 20th

Questions

