

PERSONNEL, AUDITS, AND ANIMAL WELFARE COMMITTEE REPORT relative to the status of the Human Resources and Payroll (HRP) Project.

Recommendation for Council action:

RECEIVE and FILE the January 12, 2022 Information Technology Agenda (ITA) report, inasmuch as this report is for information only and no Council action is required.

Fiscal Impact Statement: Not applicable.

Community Impact Statement: None submitted.

Summary:

On January 19, 2022, your Committee considered a January 12, 2022 ITA report relative to the status of the HRP Project. According to the ITA, as the HRP Project prepares to deploy functionality in the first of two phases, elements critical for go live are being tracked. In its report, the ITA has provided a detailed list of tasks for the Phase 1 Go Live with tasks being listed along with metrics for each department, a final due date, and any additional notes.

At this point the areas of concern include the Personnel Department review of training materials while maintaining testing progress and the testing of integrations, which is led by ITA and Workday and involves some departments beyond the HRP project. The Personnel Department advised that their existing resources are strained to accommodate these reviews alongside ongoing testing efforts and ongoing engagements with the HRP team and City Department staff pertaining to data validation, information gathering from departments, system configuration, and the PaySR integration. The delay in Personnel's review of training materials may affect the training schedule, which could ultimately affect the April go-live date. The HRP Training Team has prioritized the review of required instructor-led training and deprioritized on demand, self-service learning to help mitigate the strain in Personnel resources. Each integration has a plan for testing and issues have been escalated to ITA management where needed. After consideration and having provided an opportunity for public comment, the Committee moved to receive and file the ITA report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Animal Welfare Committee

COUNCILMEMBER VOTE

KORETZ: YES

HARRIS-DAWSON: ABSENT

BONIN: YES

ARL

1/19/22

-NOT OFFICIAL UNTIL COUNCIL ACTS-