

PERSONNEL AND ANIMAL WELFARE and INFORMATION TECHNOLOGY AND GENERAL SERVICES COMMITTEES' REPORT relative to the status of the Human Resource and Payroll System (HRP) Project.

Recommendation for Council action:

NOTE and FILE the October 27, 2020 Information Technology Agency report relative to the status of the HRP Project.

Fiscal Impact Statement: Not applicable.

Community Impact Statement: None submitted.

Summary:

On November 4, 2020, the Personnel and Animal Welfare (PAW) Committee considered an October 27, 2020 ITA report relative to the status of the Human Resource and Payroll System (HRP) Project. According to the ITA, on April 9, 2020, it executed a contract with Workday and work commenced on April 13, 2020. With the Safer at Home order taking effect in March, all work on the project has taken place remotely, and to date, working remotely has had no impact on the timeline. There are five stages of the project:

- Plan
- Architect
- Configure and Prototype
- Test
- Deploy.

The HRP project team, composed of staff from ITA, Office of the City Administrative Officer (CAO), Office of the Controller, and the Personnel Department, has completed the Plan Stage and are nearing the completion of the Architect Stage. Overall, the project is progressing well and is on time and on budget. Some risks have been identified, but the team is monitoring and mitigating them to the greatest extent possible. Representatives from ITA provided a detailed overview of the project status and answered questions from the Committee members. After consideration and having provided an opportunity for public comment, the PAW Committee moved to note and file the ITA report. Subsequently, on January 21, 2021, the Information Technology and General Services Committee also considered this matter and after having provided an opportunity for public comment, moved to concur with the PAW Committee. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE

MEMBER VOTE

KORETZ:

LEE:

PRICE:

ARL

11/4/20

INFORMATION, TECHNOLOGY, AND GENERAL SERVICES COMMITTEE

MEMBER VOTE

RAMAN: YES

BLUMENFIELD: ABSENT

PRICE: YES

ME 1/21/21

-NOT OFFICIAL UNTIL COUNCIL ACTS-