

Meeting Notes

Program Advisory Committee Meeting

Date: 1/13/10

Time: 10:30 A.M. – 12:00 P.M.

Location: EBS Conference Room



Discussion Topics

- Communications- The discussion centered on the content and timing of communications along with who is the owner of the communication (For Ex: EBS, BHR, Central Payroll, Etc.) We need to agree on who will send out the communication and to send them in a timely matter. It was also discussed to let people know about issues even when we do not have a solution right away.
- New Year Payroll Changes – Communications were sent on the New Year payroll changes (such as elimination of advanced earned income credit, changes in Social Security and Oregon withholdings).

Reports/Updates: Effective Use of SAP Sub-group

The group met to review the EBS Operating Principles and charge to the PAC to make effective use of SAP. The consensus was to adopt a problem solving approach. This approach would include Bureau self nominates, taking one Bureau/issues at a time, executive level sponsorship, Bureaus making a commitment to change, Multi-disciplinary resource team to make recommendations and follow ups, and a commitment to standardize business processes. The next steps for the group would be to review the SAP roadmap, review the ESC input on the roadmap, and then make a recommendation to the PAC.

Roadmap

Five surveys were submitted to SAP for benchmarking with other entities (ex: financial, procurement). A draft of the road map material from SAP is expected in mid January.

Work Plan Update

Six new change requests were submitted in Dec/January, all rated as high by the PAC sub committee. No change requests were completed in Dec. Held Desk tickets grew in December. Factors impacting work include the focus on patching, year end processing, and Holiday vacations for staff.

There are currently 48 changes for Labor agreements of which 3 are completed, 6 planned to be implemented this week, and the rest scheduled for completion by March 31st. It was noted there may be some work arounds. There are resources concerns: additional consultant brought on board to help with configuration, will create constraints on BHR and Central Payroll staff, will impact closure rate of Help Desk tickets in the time area.

See the Power Point Presentation for additional details, charts, Etc.

[PAC Presentation 1/13/11](#)

New Functionality

Development of initial reports for BOBJ is complete and some are being used by Super Users. The PHB loans GL interface is progressing towards an early Feb completion. Scoping for the Risk and FPD&R claims processing is complete. We are waiting on information from SAP to finish our evaluation. Lien Accounting will be a custom application with and SAP interface. PPM information was received from SAP and BTS will be returning to the ESC in Feb. with their findings.

MSS

Epiuse Consulting provided a quote and schedule to implement MSS. It would be approximately 15 weeks. With a cost of around \$185K. The next step would be to take the planning from a high level to low level details to determine a time line to initiate the project.

Year End

System patching was successfully completed. HR updates (taxes, etc.) were implemented and the only work left to be done is 1099's and w-2s.

Other Topics

Recruitments for 5 positions for EBS are completed and interviews scheduled for 3 positions. Hiring is expected to be completed by the end of Feb. Recruitment for Principal Analyst for Time was reopened.

NEOGOV

A hand out on NEOGOV was presented and explained by BHR. See hand out attached to notes.

Action item

Bruce, Rich, Jane K., Anna K. will meet to decide on who owns what communication.

NEOGOV™

Insight Enterprise Overview

for EBS PAC

1/13/2011

NEOGOV Overview

NEOGOV™

Mission: To improve the services delivered to society

Enterprise Workforce Management System

Insight Enterprise

- Online application, applicant tracking, recruiting, selection/testing and reporting system

Onboarding

- Pre and Post hire paperwork, org chart, pre-hire videos, mentors, and more

Performance Evaluation System

- Align individual performance with strategic agency objections

- 100% Public Sector Focused and Web Based
- 600+ Government Agencies
- Market and Technology Leader (10x more market share than any competitor)
- Purchased Sigma Data Systems in 2008
- Recognized by Gartner as "The Leader in On-Demand HR Applications for the Public Sector"

NEOGOV Pacific Northwest Agencies

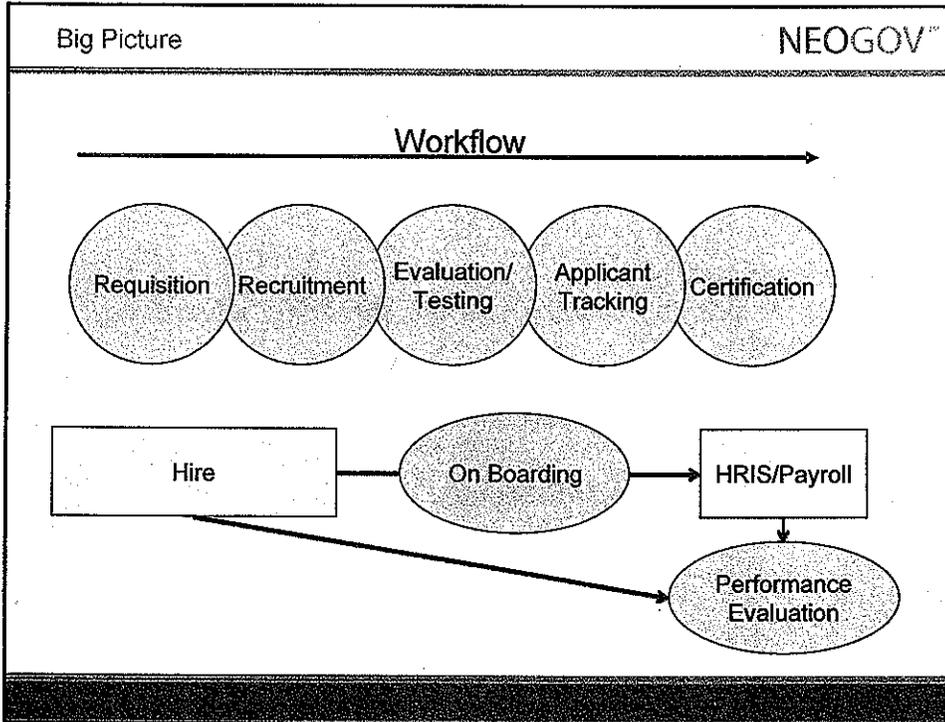
NEOGOV™

- Albany, City (OR)
- Auburn City (WA)
- Community Transit District (WA)
- Kennewick City (WA)
- King County (WA)
- King County Housing Authority (WA)
- Eugene City (OR)
- Eugene Water & Electric Board (OR)
- Gresham City (OR)
- Lakewood city (WA)
- Lake WA Technical College (WA)
- Lincoln County (OR)
- Longview (WA)
- Marysville City (WA)
- Multnomah County (OR)
- Oregon State
- Oregon City (OR)
- Portland METRO (OR)
- PDC (OR)
- Port of Portland (OR)
- Renton City (WA)
- SeaTac City (WA)
- Seattle/King County Public Health (WA)
- Seattle Housing Authority (WA)
- Tacoma City (WA)
- Seattle Public Schools (WA)
- Seattle City (WA)
- Shoreline City (WA)
- Sound Transit (WA)
- Tri-Met (OR)
- Vancouver City (WA)
- Washington County (OR)
- Washington State

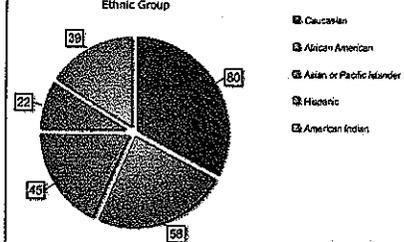
NEOGOV Insight Enterprise Differentiators

NEOGOV™

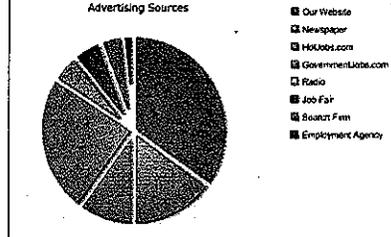
- Designed for all public sector verticals (State, Local, Fed, Education)
- Currently servicing Civil Service, non-Civil Service, Merit, non-Merit, Centralized, De-Centralized, & Partially De-Centralized
- 90+ Standard reports (EEO, adverse impact, time-to-hire, test statistics, etc.)
- Fully integrated with www.governmentjobs.com (separate product)
- ADA Compliant Website



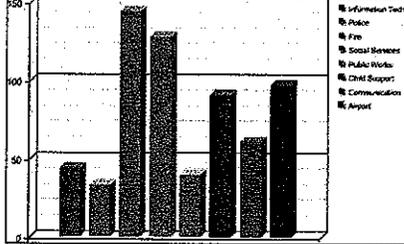
Applicant Diversity



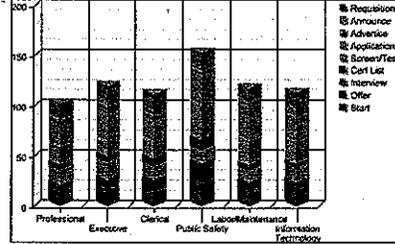
Advertising Sources



Time to Hire by Department



Time to Hire by Occupational Group by Step



- **Time Savings**
33% reduction in time to hire
2 days of recruitment time back per week!
- **Money Savings**
Paper, printing, copying, storage, shredding, advertising, postage
- **Improved Customer Service**
- **Improved Performance Metrics**

Quick and Seamless Implementation

Average 6 Week Implementation
< 2 Hours IT Effort to Implement
< 12 Hours Hands-on Effort to Learn System
Over 90% Customer Satisfaction Rating

Highly Professional and Knowledgeable Staff

26 Years of HR and Support Experience
50+ Years of Software Development and Design Experience
Subject Matter Experts on Superior Court Installations

Proven Results

Customer Success

Strong Network to Leverage
Online Tutorials & Customer Documentation
Shared Supplemental Question and Notice Templates
Documented "Best Practice" Processes
Bi-Weekly Customer Conference Call Minutes

Highly Configurable

Highly Configurable Screens and Workflow
Proven Success Leads to "Lower Risk" for new Agencies