

Meeting Notes

ESC/PAC Meeting

Date: 21 November 2013

Time: 10:30 A.M. – 12:00 P.M.

Location: EBS Conference Room



Meeting Presentation

Discussion Topics

- EBS Updates: Satish Nath, SAP Support Manager, reviewed the status of EBS projects. One topic of interest was the status of contracts with the City's bargaining units. One contract has been configured into SAP; five more are pending. There is no timeline for the outstanding contracts to be completed.
- HCM Audit: Janice Richards, of the Office of the City Auditor, discussed the recent HCM audit. She addressed what prompted the audit, how the audit process works, and what they found. Janice noted that the audit had no recommendations, which she characterized as a "positive audit."
- Citywide Technology Assessment: Ben Berry, Chief Technology Officer, discussed the status of the technology audit. He introduced "Communities of Interest" and described how these may allow efficiencies horizontally across a collection of bureaus with similar needs. There was discussion about whether the performance measures were all input based or if there was an opportunity for outcome-based measures. Ben noted that Sierra is looking at technology performance measures, and the need to connect KPIs to the BTS strategic plan.
- Time Management Tool Survey Results: Tracey Letmate, EBS Training & Development Manager, presented the results of surveys sent to timekeepers, ESS users, and MSS users. The majority of the feedback from all three groups was positive. The EBS team is looking at the areas where there is opportunity for improvement to determine how to address issues and pain points. It was noted that the length of time it takes a manager to approve her or his employees may depend more on the number of employees than on the difficulty of using the new tools.
- SAP Benefits Update: Sue Campbell, EBS functional lead, described the path forward to implement SAP Benefits by July 2015. The deferred compensation portion is being blueprinted for incorporation into ESS.
- Time Capture Project Update: Sue Campbell, EBS functional lead, described the process her team will use to gather information about how non-ESS users are capturing their time. She assured ESC/PAC that she would bring bureau-specific information with her when meeting with bureaus.

- Patch Results: Cindy DeLozier, EBS functional lead, noted that the annual patch was successfully completed last weekend. EBS is monitoring SAP closely and resolving some minor issues.
- PBOT Labor Costing: Cindy DeLozier, EBS functional lead, PBOT is planning to move from work orders to cost objects, with a target completion date of June 30th. Water is interested in making the same move. There was some discussion about how activity allocation works and why cost objects will provide bureaus with more accurate, more current information.
- December meeting: The December meeting is scheduled for the 19th. Satish asked if anyone with suggestions for agenda items to contact him or Jen Clodius.

[See presentation](#)