

# P&F – Weekly Update [January 14, 2016]

Audience: Core and Extended Project Team Members

## Processes & Forms

### What:

#### Weekly Project Update

This weekly update is designed to provide you with links to ongoing project information, and keep everyone informed of our progress.



### Key Activities Completed

We are in the Realization phase of the project, with forms being developed by Mouri-Tech consultants as well as some City Technical staff. The two forms for the demonstration have been completed. They are Create Position and New Hire.

### Key Milestones Met

- Prototype forms for the demonstration - Completed

### Upcoming Activities

- Development of remaining six forms in progress.
- EBS testing of completed forms in progress.
- Knowledge transfer continuing, with City technical staff learning development and workflow details.
- Planning for System Integration Testing, User Acceptance Testing, and Training is underway.
- Prototype Demonstration to be held Wednesday, February 17<sup>th</sup>. Stakeholders will be invited to attend one of two sessions. Invitations to be sent out soon.

### For more information:

#### [Processes & Forms on EBS Site](#)

- [Processes & Forms Implementation Timeline](#)
- [Processes & Forms: Communications](#)
- [Processes & Forms: Project Documents](#)

## Project Team

### Executive Sponsors:

Anna Kanwit, BHR Director  
David Rhys, Asst. BHR Director  
Satish Nath, EBS Manager

### HR Business Process Owner:

Tom Schneider, HR System Manager

### Project Manager:

Monica Borden-Ooley, HCM Business Analyst

### Assistant Project Manager:

De Ann Kamish, HCM Business Analyst

If you have any questions,  
please contact:

[Monica Borden-Ooley](#) or  
[De Ann Kamish](#).

### EBS Project Team Members:

- Kate Schmidt, HCM Team Lead
- Cody Deckard, EBS Functional/Technical
- Charlie Dudley, EBS Training & Comms.
- Pat Green, EBS Technical
- Wes Smith, EBS Technical
- Rick Schulte, EBS Technical

### BHR Project Team Members:

- Elizabeth Haynes, Subject Matter Expert (SME)
- Kellie Le, SME
- Wayne Ferrell, SME
- Emily Craig, SME
- Kenneth Sisneros, SME

### Bureau Project Team Members:

- Nancy Myers, Water Bureau SME
- Debbie Khoja, Transportation SME

### MOURI-Tech Project Team Members:

- Anil Yerramreddy, Technical Consultant
- Sreekanth Edula, Technical Consultant
- Indu Rangineni, Technical Consultant
- Santosh Cherukuri, Technical Consultant