

P&F – Weekly Update [February 4, 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

We are in the Realization phase of the project, with forms being developed by Mouri-Tech consultants as well as some City Technical staff. EBS Unit testing of forms is continuing as well as preparation for future System Integration and End User Testing. Training preparation activities are also underway.

- Demo of Create Position and New Hire forms were held for BHR Business Owners

Activities

- Development of four forms has been completed.
- Development of four remaining forms in progress.
- EBS testing of completed forms in progress.
- Key requirements of HP Records Manager storage identified.
- Knowledge transfer continuing, with City technical staff learning development and workflow details.
- Prototype Demonstration to be held Wednesday, February 17th. Stakeholders will be invited to attend one of two sessions at 10:00-11:30AM or 2:00-3:30PM. Invitations will go out next week.
- System Integration Testing with BHR starts 2/29/2016 through 3/25/2016
- User Acceptance Testing with Extended Project Team members and other Bureaus starts 3/21/2016 through 4/22/2016. **Please contact Monica Borden-Ooley or De Ann Kamish if you would like to volunteer to be involved in testing the forms for your Bureau. More information will be sent out in the next few weeks.**

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