SDCOE Items for CAB Update

February 11, 2022

Budget: PBCS Wave 2 Enhancements & Updates

Accomplishments

- 8 new districts have been configured in PBCS production environment
- End User training completed
- Office Hours began (2/8 – 6/30)

In Progress

- 13 enhancement requests
  - 5 are complete and in production
  - 5 are in internal review and should be in production within the next two weeks
  - 3 are in testing and should be in production within the next three weeks

Next Steps

- Annual PBCS Kickoff Mtg (2/16)
- Completed enhancement requests will be discussed during KickOff Mtg
- Discussion around future new district implementation readiness and end user training

HCM: Jobvite- Recruiting Career Sites

Demo

Ivan Costantino

HCM
Recruiting Project Updates & Deployment Schedule

In Progress

- 1:1 Meetings with each district to review and finalize design of: Preboarding, Onboarding and Workflow and configuring and testing of onboarding/offboarding templates and I9 functionality
- Training planning, Draft Recruiting Solutions Training Guide – 30% Completed
- Organizational Change Management and Communications planning, District Readiness Checklist
- Custom Security permission lists and configuration and testing of recruitment templates such as resume/job opening/job posting
- JobVite integration - working on the colors, logos, URL's and any other object we must provide.

Accomplishments

- Functional Specs – 90% Completed

Next Steps

- Refresh of PT the weekend of March 25th, 2022
- Conduct regression testing March 29th through April 21st, 2022
- Communication and Training to user about the changes coming
- Go Live target: May 2nd, 2022

Reesa Fickett

HCM
Recruiting Project Overview

Preboarding Checklist

- Information gathered by the Recruiter from the applicant during the offer process ex: offer, credentials, screening (drug test, TB test)
- Standard vs. Unique vs. Online (ESS)

Onboarding Checklist

- Information gathered by the Recruiter from the employee once hired and employee has an EmpID ex: badge ID, CALPRS, CALSTRS, Benefits, Direct Deposit, Emergency Contact
- Standard vs. Unique vs. Online (ESS)

Demo

Lynne Ehrlich

Tools Upgrade and Navigation Project Updates and Deployment Schedule

In Progress

- Finish security updates and retrofitting
- Unit and System Testing
- Communication Planning
- Training Planning

Accomplishments

- Focus Groups conducted January 12th and 14th, 2022
- Final Design Doc completed February 3rd, 2022

Next Steps

- Refresh of PT the weekend of March 25th, 2022
- Conduct regression testing March 29th through April 21st, 2022
- Communication and Training to user about the changes coming
- Go Live target: May 2nd, 2022

Reesa Fickett

Tools: Final HCM & FS Landing/Home Pages Demo

Demo

Anthony

PS Portal Log In, Manager Self Service and My HCM Homepage

Rico

Employee Self Service

My FSCM Homepage

Anthony/ Ricco

In Progress

- Responses to project survey
- Working sessions as requested with the pilot district resources

Accomplishments

- Completed the three- month pilot and MOU signoff for pilot districts to officially take over correct history updates for their districts
- Held the Lessons Learned meeting for feedback on what went well, challenges and how we can improve

Next Steps

- Review and report on the survey results
- Celebrate with the project team

Sally Morton

Finance: South Bay Implementation Project Update

In Progress

- Module demo preparation
- FIN Module Demo sessions

Accomplishments

- Kick off meeting
- Meeting schedule established
- Baseline business process review
- High level requirements review

Next Steps

- Finalize FIT-GAP analysis
- Create configuration document

Rico Edillor

HCM/Finance: W-2 and 1099 Project Updates

In Progress

- Review Oracle fix for multiple page W2 online view (14 employees)
  - W2 files and printed forms fine

Accomplishments

- W2 & 1099: Files submitted & forms printed

Next Steps

- **Install Oracle W2 fix**

Bruce / Chris

COVID-19 Booster Vaccination- Phase 3 Updates

In Progress

- Project Completed

Accomplishments

- Added COVID-19 Booster Selection Option
- Updated COVID-19 Queries to Include Booster
- New COVID-19 Booster Employee Guide
- Updated Previous COVID-19 Guides and Training Documents

Next Steps

- Project Completed

Anthony Rodgers