Agency IT Overview:

Department of Administrative Services

Bret West,
Chief Administrative Officer

Gina Salang,
Chief Information Officer

Madilyn Zike,
Chief Human Resources Officer

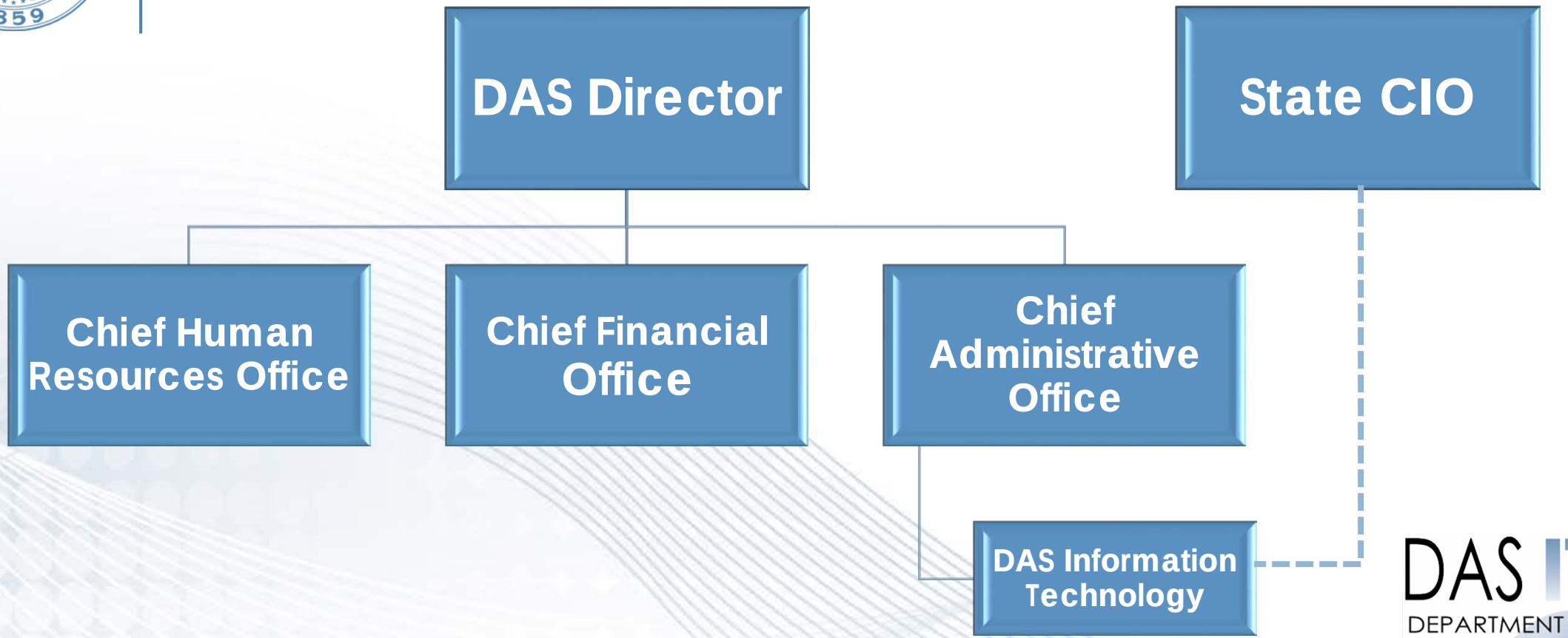
Joint Legislative Committee on Information Management and Technology

April 6, 2017

Department of Administrative Services (DAS) Mission

DAS IT
DEPARTMENT OF ADMINISTRATIVE SERVICES
Information Technology

Department of Administrative Services
IT Profile



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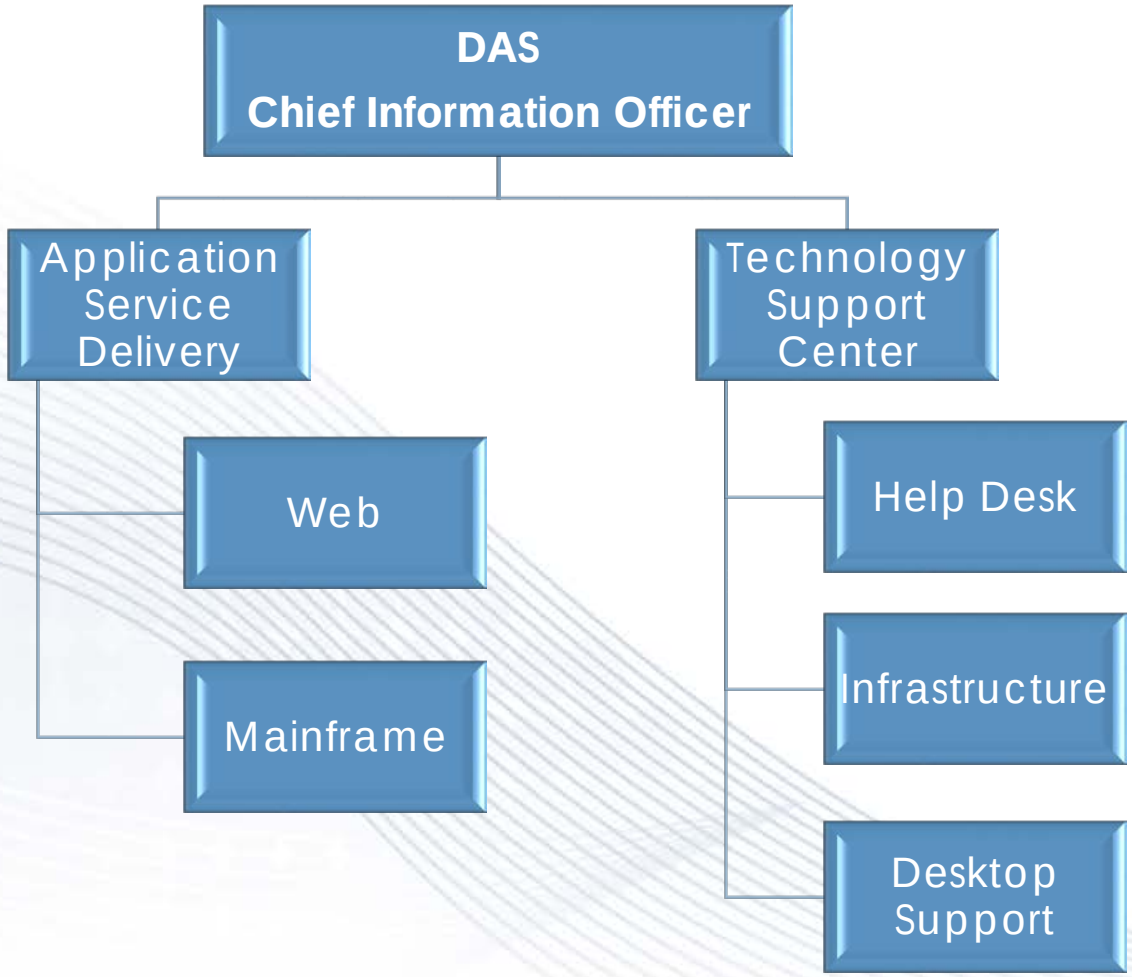
Information Technology

DAS Information Technology



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Technology Strategies

#1 Customer Focus	***Improve access to state services to improve the customer experience***
#2 Sustainability	***Modernize critical state business functions and IT services***
#3 Enterprise Focus	***Increase use of shared and enterprise IT services to eliminate redundancy and achieve business efficiencies***
#4 IT Governance	***Mature IT strategic planning and governance to support critical modernization efforts***
#5 Cyber Security	***Support Governor's Executive Order 16-13 Cyber Security Unification – Ensure compliance with enterprise security standards***

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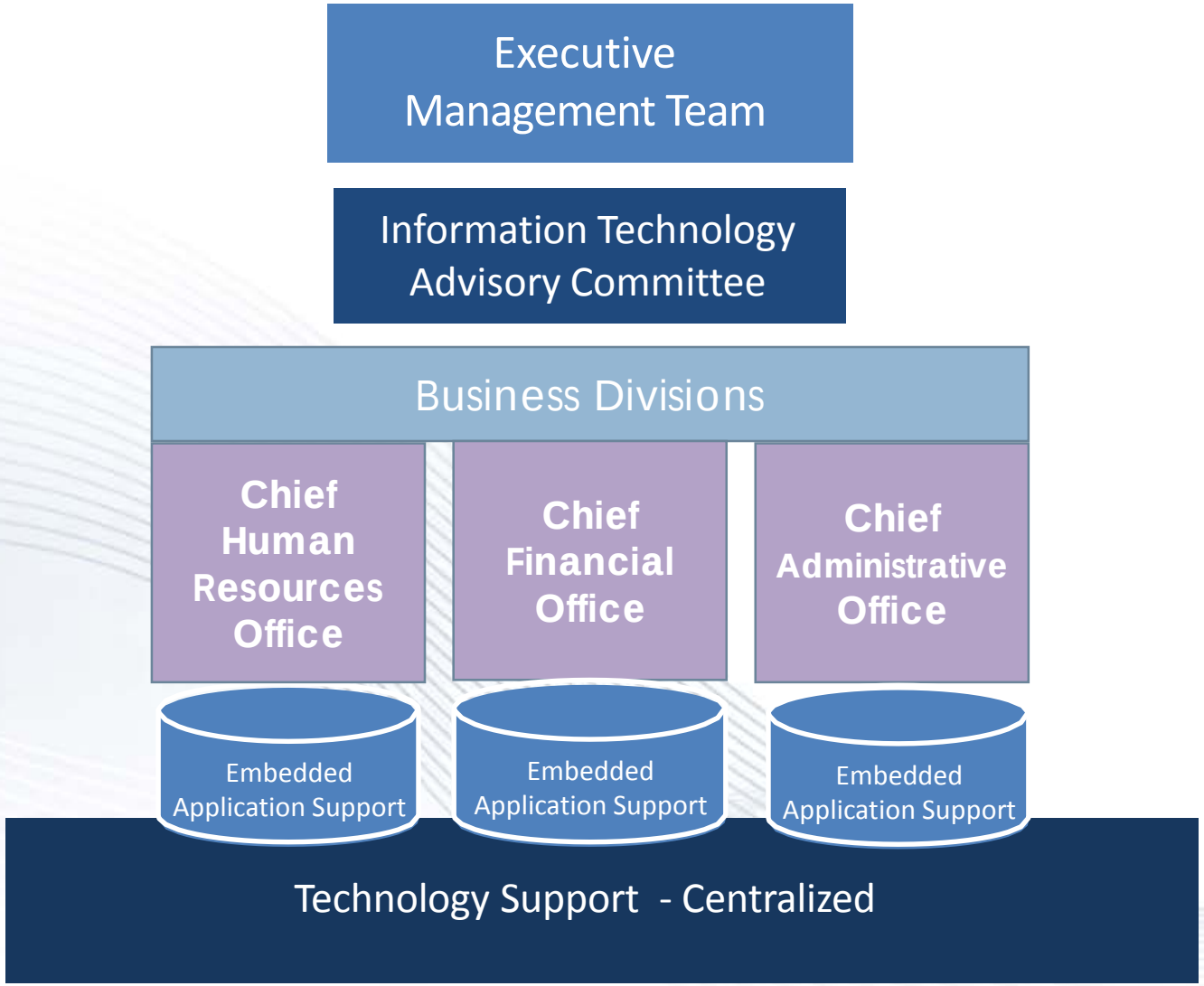
IT Governance



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Information Technology

DAS Information Technology - By the Numbers

40
Employees

700
Years of IT Experience

Help Desk & Desktop Support
10
Client Agencies
- Governor's Office
- Boards
- Commissions

$12M
Biennial Budget

DAS IT Budget
1%
Of Agency Budget

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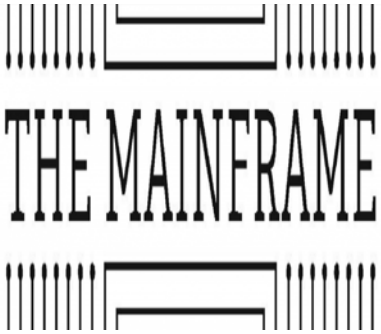
2016 Statewide Systems – By the Numbers



DAS IT Systems processed **$3.4 billion** in payroll

DAS IT Mainframe processed **90 million** transactions

DAS IT Systems processed **$6.2 billion** in state financial payments

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2015-2017 Biennium
IT Projects in Progress

Project	Budget	Estimated Completion
Human Resources Information System (HRIS)	$28.5M	2018
Print Management Information System	$331K	June 2017
Parking Management Facilities System	$255K	November 2017

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Human Resources Information System (HRIS)

HRIS Project Co-Sponsors:

Madilyn Zike, Chief Human Resource Officer

Lisa Sumption, Director, Oregon Parks and Recreation Department

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HRIS Current State

```
PBED                                DEPT OF ADMIN SVCS
CURRENT                             EMPLOYEE PAY DISPLAY
NAME: MOUSE, MICKEY                 EMP: OR0224501  JOBNO: 01  DBL: T  ACT NEEDED:
AGENCY: 09000  AGY DISTR: 09099   AUTHNO: 000580520  POSNO: 0900012   RDC: 000
EMP CLASS-COMP: UA   C0107  AA UNREP      ADMIN SPECIALIST 1   RNG: 17  FZE:
NEW EFF D/T: ...... .... EFF DTE: 100115 END:        RETRO:         PA PRNT: .
NEW PA: CDE ... ... ... ... ... NUM ......    CREATED: 100215       SH DISP: .

CLASS COMP: UA   C0107  A A RNG: 17   WORK: CLASS COMP                  RNG
BASE:  2539.00       BASIS: S          PAY:  2539.00       OFF STEP: N
SED: 100116          REPR REASON:      FZE:                AT MAX:   STEP: 01
FULL/PART CDE: F     F/P PCT: 1.0000   PERS CDE: WAGE/JOB CLASS: G
BENEFIT: CU          LEAVE ACCR: 1     FLSA: N             OVERTIME: Y
WORK SCHED: 8.000    PAY DISTR:        PR AGENCY: 09000    EEO: F
FIX DIF TYPE, FMLA & AMT: 1)                2)                3)
LABOR COSTS AND PERCENT:  1) 170000000000   1.0000  2)
                          3)                        4)
P5 CLASS-COMP: UA   C0107  AA UNREP      ADMIN SPECIALIST 1   RNG: 17  FZP5:
POS TYPE: PF CO/CITY: 24M MASS TRNST: S HOLIDAY: O TIMESHEET: 2 CONCUR JOB: 1
EFF D/T: 100115 0000 PA:CDE 141                                     NUM
ACTION: ... NXT PA C/N: ................... ...... CONFIRM: . PAGE: 001 OF 001
CANCEL: . NXT ACT: .... AGENCY: ..... EMP: ......... JOBNO: .. POSNO: .......
AUTHNO: .........  EFF DTE: 000000  OTHER: ........................
MSG AREA:        COMPLETE HISTORY LOADED
Te SSL                                                  R 22 C 45  STCPU0GQ
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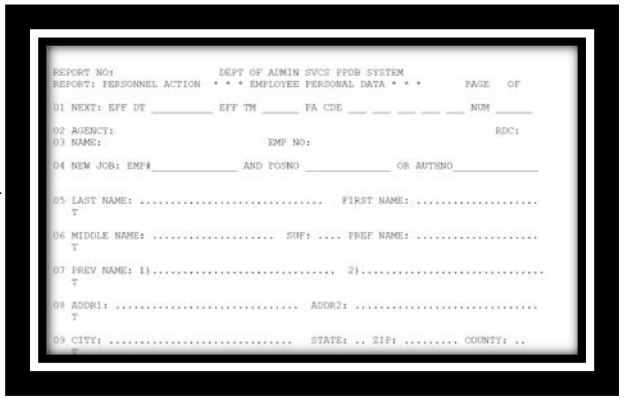
Current New Hire Paperwork Process

Required paperwork completed

Possibly **more** paperwork completed



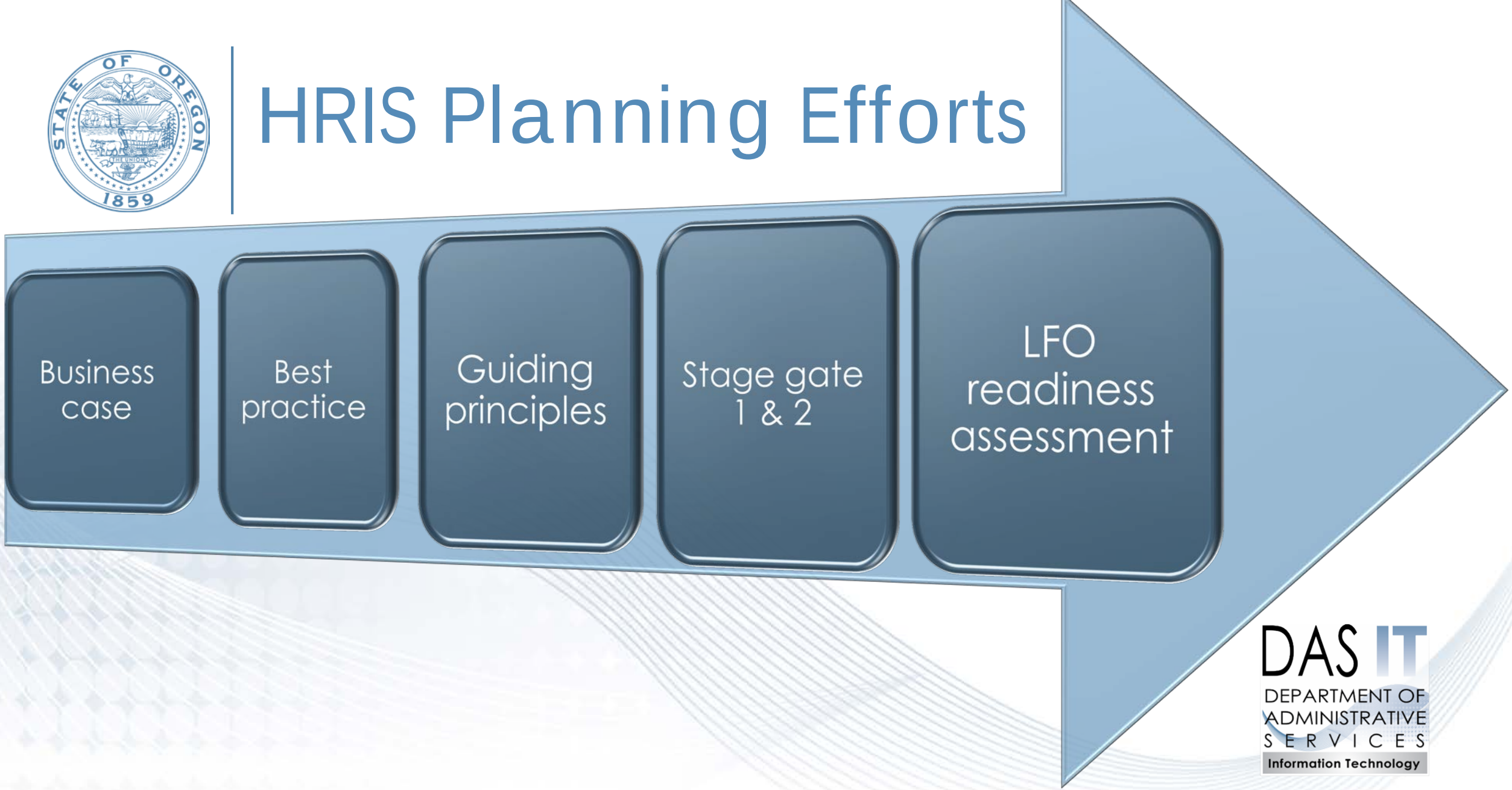
Personnel Action Form competed

Offer letter accepted

Input into HR system
(and possibly other systems)

Maybe **even more** paperwork

HRIS Planning Efforts



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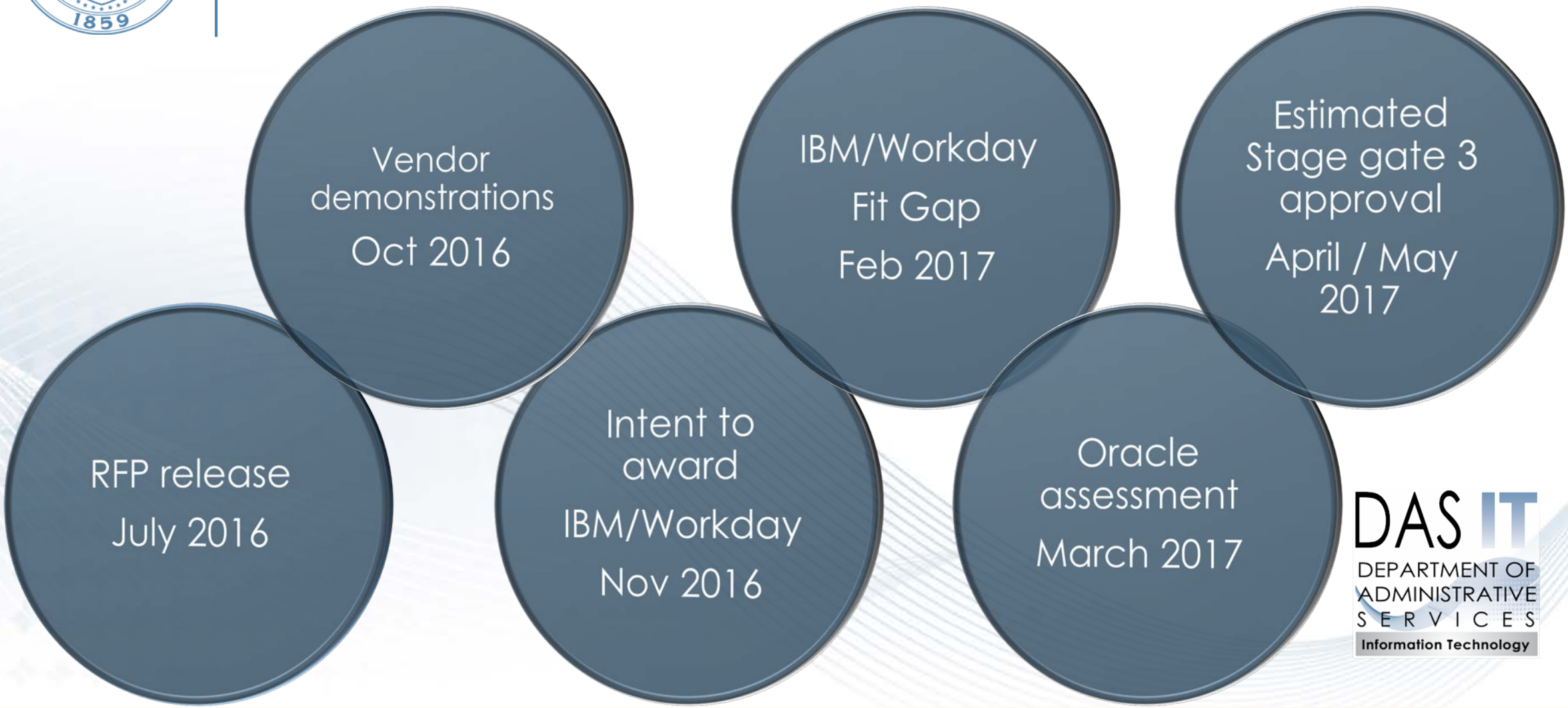
HRIS Solution Selection



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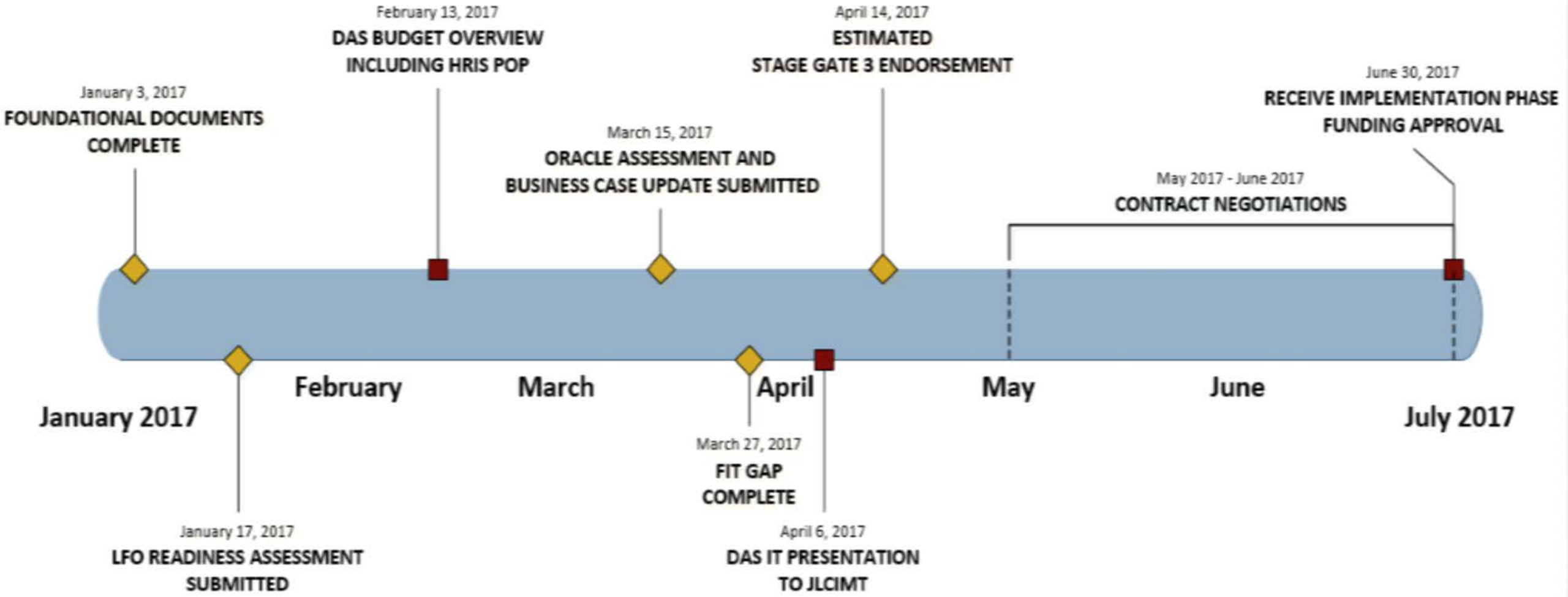
HRIS Project Timeline



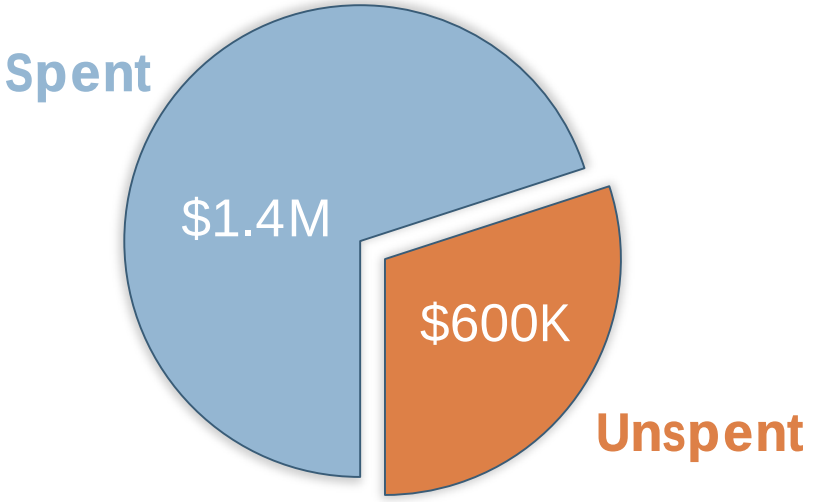
HRIS Project Costs

2017 – 2019 biennium

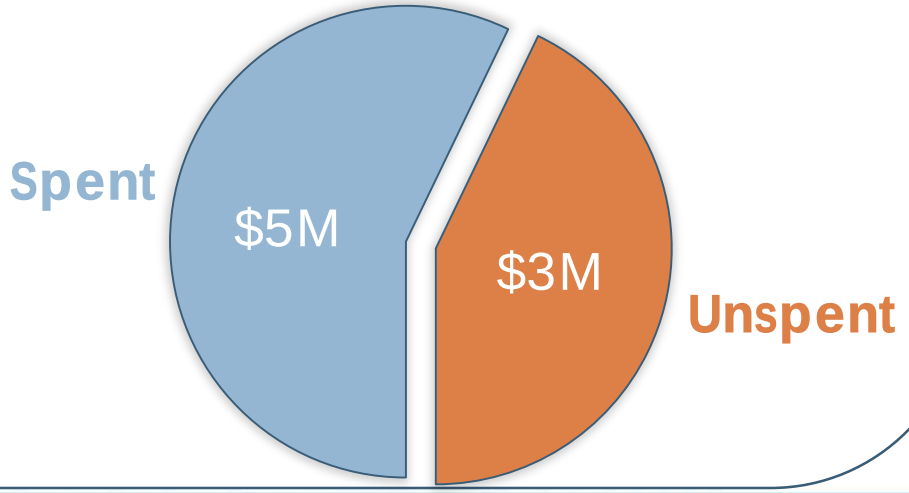
- $18.5M requested for implementation costs and software
- Costs included in agency assessments
- Also planning to carryover $3M unspent
- Implementation expected Fall 2018
- Ongoing costs licensing ~$2.6M per year

Previous biennium

’13-’15 budget



‘15-’17 budget



Impact of Failure to Act

Increased risk

- Institutional knowledge loss
- Additional agency shadow systems
- Data security
- Inconsistent reporting
- Loss of vendor and current pricing
- Stakeholder confidence

By: Gan Khoon Lay of the Noun Project

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HRIS Future State

- Integrated solution
- User friendly
- Workflow approvals
- No Software
- Regular updates
- Secure
- No hardware
- Intuitive
- Mobile ready
- One data set
- Manager / Employee Self-Service

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Thank You

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