



CALIFORNIA STATE PAYROLL SYSTEM (CSPS) NEWSLETTER

Issue #5



CSPS PROJECT ACHIEVES MILESTONE

The CSPS Project Achieves Alternatives Analysis and Recommended Solution Milestone

The CSPS Project is well underway and has just completed an important milestone in the State's Project Approval Lifecycle (PAL) Process by receiving approval on the Alternative Solutions and Recommended Solution deliverables. The purpose of these deliverables was to analyze several technical solution types and recommend the option that is believed to provide the state with the best opportunity to meet its business objectives.

The CSPS Project Team spent more than 12 months conducting market research with vendors, other governments, industry experts, and state stakeholders including CDT and ISD. Based on the results of

that research, a COTS/MOTS solution type was chosen. A COTS/MOTS solution involves the procurement of a Commercial Off The Shelf (COTS) or Modified Off The Shelf (MOTS) software package and related integration services to support all functionality within CSPS scope.

The rationale for this recommendation emerges from the clear advantages provided by a commercial solution. Along with giving the state the best opportunity to meet its objectives, other advantages include a simplified technical architecture, faster time to benefit, ability to leverage the expertise of vendors and other states, more timely access to technology advances, and user acceptance.

While the decision to move forward with procuring a COTS/MOTS solution has been made, a vendor has not yet been selected. The CSPS Project Team will follow the state's procurement process to determine which product will most effectively meet the business needs of the state and its employees.

CHRIS' CORNER

A message from the CSPS Project Director

As we closeout the 19/20 fiscal year, the CSPS Project Team and our partners have continued to show discipline and commitment by continuing to complete key project deliverables while still adjusting to a new style of working. The completion of the Alternative Analysis and Recommended Solution deliverables represents a major step forward for the CSPS Project and positions us to be on track to submit the Stage 2 Alternatives Analysis to the Department of Technology in mid-August.

I would like to thank all of the departments for their continued engagement in helping our team work through the development of requirements and business rules. In particular, a special thank you to the SCO Information Services Division (ISD) for their continued partnership as we worked toward the completion of the Alternative Analysis and Recommended Solution deliverables. I would also like to thank our partners from CalHR, DOF, CDT, and GovOps for their continued participation on the Executive Steering Committee and willingness to partner on this complex but important project. As I have mentioned before, this is a statewide project that requires collective decision making from business owners of the services that are in scope. This level of collaboration will continue to ensure the correct individuals are included in the decision-making process and committed to the future direction.



CSPS SPOTLIGHT

Meet CSPS Project Manager Jennifer Burkett

Jennifer Burkett is the Project Manager for the SCO California State Payroll System (CSPS) Project. Her management of the project began in January 2018 after having served as the Assistant Project Manager from September 2016 to December 2017. With 17 years of personnel and payroll experience in California State government, her range of expertise includes project management and human resource management. Previously, she served as the Project Manager of the Justice HR Project at the California Department of Justice from 2014 to 2016, Functional Manager for the MyCalPAYS Project with the SCO from 2011 to 2014 and as a MyCalPAYS functional team member from 2006 to 2011. Jennifer received her Bachelor of Arts degree from the California State University, Sacramento in Human Resources Management, and received her Project Management Certification in 2014.



NEW TO THE CSPS PROJECT?

The Basics of the California State Payroll System Project

The California State Payroll System (CSPS) Project will modernize the human resource management and payroll system used by 285,000+ state government employees to provide accurate and timely personnel and payroll services with quality customer service. SCO has developed and modified the current systems over time as the business requirements became more complex. As a result, SCO must exert an enormous amount of effort to maintain and modify the current systems to meet the ever-changing needs of California.

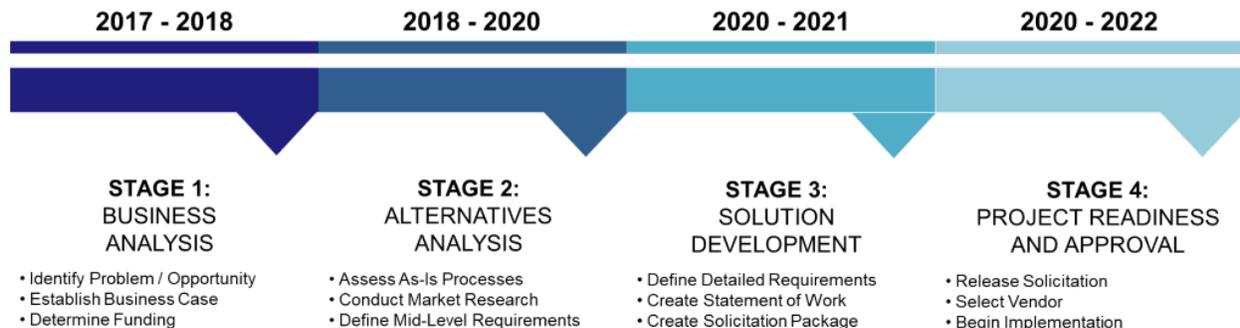
The objectives of the project are focused on providing user-friendly information that is validated timely to reduce rework. This includes enabling greater employee and manager self-service functionality for ease of use, such as online view capabilities for payroll, employment history, and tax information to name a

few. Additionally, it will provide a user-friendly interface for all human resource and payroll transaction specialists who input and interact with the system daily.

The project focuses on five primary capabilities, (1) Personnel Administration which includes management of employee records and status changes, (2) Benefits Administration, (3) Time and Attendance Administration which includes entering and approving time and attendance, (4) Payroll including calculating and processing payroll, and (5) Position Control Administration. Each of these capability areas impacts roughly 45 different state processes that will span many business rules and requirements.

The CSPS Project is a highly complex and large undertaking for the state. It requires a partnership between most of the control agencies and will require support from all departments. Due to the complexity and size, the CSPS Project is using the CDT's Procurement Approval Lifecycle (PAL) process. The goal of the PAL process is to improve the planning, quality, value, and likelihood of IT project success by providing a guided approach for projects to follow. The Project Timeline graphic below illustrates the high-level steps and timing for the CSPS Project.

PROJECT TIMELINE



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