MAY 2016

ERP
NEWSLETTER

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ERP PROGRAM UPDATE

Volume 6, MAY 2016

Pilot Agencies Discuss ERP

Did you know?

SAP software has been implemented at more than 140,000 locations in 120 countries[1]

"SAP's got built-in controls, built-in financial controls and that'll make things a lot easier — a lot more efficient, and save the taxpayers money."
— Linda Demore, IDES

To view this video please go to the ERP
Video Library or our electronic magazine online

Debbie Miller
CFO, Department of Veteran's Affairs

Carol Radwine
CFO, Illinois EPA

Marvin Becker
Assistant Comptroller, IOC

Linda Demore
CFO, IDES

Our four pilot agencies took time to sit down with us last week to talk about their views on the ERP program. We call these interviews "A Day in the Life of ERP". We broke down the conversation down into five areas; "A Day in the Life", "System Integration", "Challenges" "Benefits" and "Advice" - all of which are included as video segments in this month's newsletter.

The participants include Debbie Miller, CFO for the Department of Veteran's Affairs, Carol Radwine, CFO for the Illinois Environmental Protection Agency, Marvin Becker, Assistant Comptroller for the Illinois Office of the Comptroller and Linda Demore, CFO for the Illinois Department of Employment Security.

As we progress with the financial, procurement and grants management implementation process, the pilot agencies have gained invaluable insights, which we want to share with other participating agencies to make the overall process more transparent and efficient.

The pilot agencies are working daily on the ERP implementation and are becoming subject matter experts and advocates for the new system.

"One of the main ERP benefits…" Debbie Miller (CFO, DVA) noted "…is that you have the inherent risk of human error. So as things are automated and integrated you reduce that risk. You'll have more accurate data and I see that as a very positive thing for all agencies statewide."

Pilot Agencies Discuss ERP

ERP Video Blog

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Miller went on to say that "the data will be more accurate and more timely. We'll be able to provide the reports we need to the governor's office and the General Assembly in a timely manner without being so segmented as we are now."

Marvin Becker (AC, OC) said, "We're going to get the exact same (data) from all the agencies. It's going to be a great help to us in training."

We also asked the interviewees "what do wish you knew then that you know now?" Everyone agreed that cleaning up old or outdated data files is paramount.

SYSTEM INTEGRATION

To view this video please go to the ERP
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"This is a necessity that's going to save the State money. We need to do it now."

- Carol Radwine, Illinois EPA

Linda Demore (CFO, IDES) notes "Start getting rid of data found on your fixed assets. This is a big opportunity to get your data cleaned up."

Carol Radwine (CFO, I-EPA) added "Clean up your receivables! The cleaner you can get your accounts before you get to this phase, the better off you'll be."

CHALLENGES

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Click on the Capital to see archived videos online!

Debbie Miller, CFO – Veteran's Affairs in the IOCI Studio

BENEFITS

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ADVICE

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Video Library or our electronic magazine online

Click on the icon below to submit
your story ideas, photos and phone videos to us!

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NEWSLETTER ✉

The Making of
"A Day in the Life"

As we've noted earlier, excellent communication and feedback is critical to the success of the ERP program and we're always looking for new ways to keep you informed.

Our new electronic magazine format allows us to integrate video, quizzes, polls, e-mail, web links and more. The goal of this interactivity is to increase agency involvement and Pilot Agency implementation transparency by pulling back the curtain on the implementation process and building statewide operational confidence.
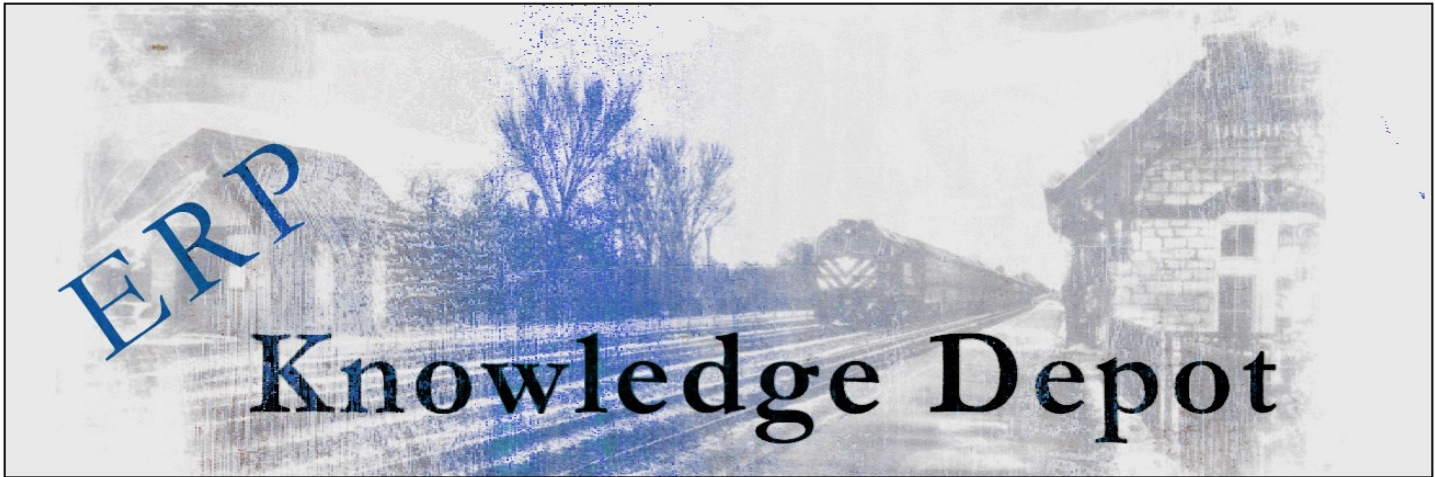

IOCI TV Control Room

The actual media production process for talent interviews is more extensive than you might think. We first create a question list for the talent. We then shoot each segment in the studios of IOCI (Illinois Office of Communication and Information). From there we transcribe each interview and develop a script. We then edit for content, continuity and conversation. Then embed the video into the newsletter itself.

We're always looking for ways to increase interaction with non-pilot agencies. If your agency would like to be interviewed about the ERP program, please let us know. Completed video segments can be posted on agency intranet sites and may be included in future newsletters. We'd love to have your agency do their own on-camera interview or radio podcast! Just contact us via e-mail at StatewideERP@illinois.gov.

ERP Knowledge Depot

The "Knowledge Depot" has new, recurring articles for your interest. We will introduce important ERP program topics such as testing, training, cutover and support.

Change Impact Assessment Introduction

An easy-to-use, central repository for all functional and cross-functional change impacts by process, role, organization and type of impact.

A completed assessment will enable us to:

- Write an executive summary of the impacts for the Change Champions
- Write Change Stories at the Agency level by function and process topics for stakeholder engagement (e.g., the scale and nature of the changes that will impact their agency/staff

ERP Vision

The Statewide ERP program will help streamline administrative functions and lay the foundation for efficient government by delivering a modern, integrated IT platform across finance, human capital, management and procurement for all agencies. One of the leading drivers for change has been the need to consolidate redundant systems in order to both standardize processes and improve intra-agency transparency.

With SAP, we will be able to consolidate hundreds of disparate systems into a single integrated platform.

- Packet II Update -
Integrated Testing

The first round of integration testing commences on May 16 and the State functional experts and pilot agencies have been working closely with the Deloitte functional team on the preparation items listed below. There will be three rounds of integration testing which will be ongoing through August.

Testing preparation work

1) *Test scenarios and cases* - ~500 test cases were identified by the State and Deloitte to be tested over the integration test cycles. Deloitte delivered a starting set of SAP best practice test cases, which was then refined to ensure that State specific scenarios were included. The State functional experts are currently reviewing each test case to ensure comprehensiveness and soliciting feedback from agencies as well.

~ 15+ U.S. State governments have converted their disparate, non-communicating systems to a centralized SAP functionality.[2]

2) *Environment readiness* - All required technical environment infrastructure has been delivered and set-up for integration testing round one. In parallel, SAP configuration and RICEFW development are being completed and unit tested by the Deloitte functional team in preparation for integration test one.

3) *Data migration* - Representative data extracts from pilot agency legacy systems have been delivered and are being manually converted into the SAP environments so that State-specific data can be utilized during integration testing one. A comprehensive automated mock conversion for the same data will be loaded for integration testing round two.

4) *Training entry/exit criteria definition* - Program governance has identified discrete benchmarks on both the requirements needed to enter the integration testing round as well as exit a testing round, aka marking it as complete. This ensures that issues reported in testing rounds will be prioritized and corresponding correction due dates will be clearly defined.

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