



*a-align:* to put things into appropriate relative positions; come together in agreement or alliance.

At Multnomah County we reserve the right to work smarter.

## EXECUTIVE OVERVIEW

by Mark Campbell

Welcome to the first of many regular updates on the Multco Align project! As you no doubt know by now, the County is in the process of migrating from our current Enterprise Resource Planning (ERP) system, SAP, to a new ERP suite comprised of Workday, Tririga, and Jaggaer. The budget system, Questica, will also be integrated with this suite of applications.

It is personally rewarding to me to see this evolution in the way the County manages its Finance, Procurement, Human Resources, Budget, and Asset Management functions. Multco Align promises to provide more functionality than we currently have and will allow us to collaborate more effectively across the County. We are also undertaking this project with an eye toward enhancing the end-user experience and examining business processes to improve efficiency.

Below you will find brief summaries of the work being done by the Finance Team, led by Eric Arellano, and the Source to Settle (S2S) Team, led by Barry Zimmerman. We are currently in the “Architect” Phase of the Project where design sessions are being held to configure the business process we will use in the new ERP. Design sessions will continue through the middle of August and then we will begin to configure the new system. I am looking forward to the work ahead!

## GENERAL Updates from Multco Align Finance Team

by Eric Arellano



### Accomplished

- ★ **Initial design sessions:** Foundational Data Model, Security, Posting Rules, Grants, Supplier, Procurement and Business Assets
- ★ **Finance Deloitte Lead on-site:** welcomed Venkat Balasubramanian and the full Deloitte team will be complete by early August
- ★ **Bank of America support:** assigned a technical team to support County in the design-build-test of all banking integrations
- ★ **Data mapping/review:** continued work on mapping cost center, grants, vendor master, customer master, material master, etc.
- ★ **Lead roles:** Shannon Gutierrez testing coordinator, Heather Drake reporting lead



### What's Happening Now

- **July design sessions:** Budget, Inventory, Expense Management, Projects, Customer, Banking/Settlement, Close Process, Internal Service Billing, and Journal Entries
- **August design sessions:** focused on business process mapping
- **Glossary of terms:** creating a “crosswalk” of current-to-new (SAP to Workday)

- **Configuration books:** will be introduced to build the county's Workday tenant
- **Workday Projects:** change order request to include this functional area in scope

## FINANCIAL ACCOUNTING Updates

by Heather Drake



### Accomplished

- ★ **Business Assets training:** shared info with GL staff working on capital assets
- ★ **July Design sessions:** Chart of Accounts, Finance Security, Account Posting Rules, Business Assets



### What's Happening Now

- **Integration strategy:** integrating Tririga, Marketplace, Workday will be critical for managing work orders and capital asset lifecycle events
- **Reporting needs:** assess finance-specific reporting needs with Rajiv Nair
- **Coordination with Source to Settle:** identify how current material master and material group SAP codes will map to Workday purchase items and spend categories
- **Fund accounting:** decide on approach to take in Workday for this area

## GRANTS Updates

by Cora Bell & Robert Stoll



### Accomplished

- ★ **Design sessions:** Grants (1-4 sessions, 8 hrs total)
  - well attended by departments; SMEs saw Workday's robust grant functionality



### What's Happening Now

- **Payroll training:** payroll is critical component to managing grants effectively
- **County tenant for demos:** departments submit 1-2 grant samples, which are entered into test tenant; real Multnomah County examples ready for demos

## ACCOUNTS PAYABLE Updates

by Winnie Pow & Robert

Stoll



### Accomplished

- ★ **Design session:** Accounts Payable
  - overview of: supplier invoice – create a supplier invoice, supplier request, supplier change task, amortization schedule for prepaid invoice; user based and role based security groups; built-in controls to prevent duplicate supplier creation and business process around supplier request processing
- ★ **Design session:** Procurement
  - identify key integration points (supplier info, contract header info, e-procurement) between Jaggaer / Workday; discuss business processes in these areas

## PAYROLL / HUMAN CAPITAL MANAGEMENT Updates

by Vanessa

Witka



### Accomplished

- ★ **Design sessions:** Benefits, Absence Management Leave, Time Tracking, Contingent Workers
- ★ **Configuration workbook:** completing with Lisa Bianco, Deloitte consultant

## BUDGET Updates

by Shannon Gutierrez



### Accomplished

- ★ **Financial Budgets training**



### What's Happening Now

- **Program Offers:** looking at how these will flow into Workday
- **Design session:** Budget (scheduled for 8/2/17)

## SOURCE TO SETTLE (S2S) Updates

by Barry Zimmerman



### Accomplished

- ★ **Integration requirements:** change order request (with Finance) for the Jaggaer / Workday integration requirements
- ★ **Change management:** consultant Lori Schmall brought onto Multco Align Change Management & Training team to specifically support Source to Settle
- ★ **Design sessions:** Planning, Supplier Management, Procurement Development, Contract Development, Contract Administrations, E-procurement
- ★ **Reporting requirements:** coordinated with Apps & Data Integration team to identify current and future S2S reporting requirements



### What's Happening Now

- **Jaggaer contract:** statement of work amendments detailing completion of production work by October
- **Amazon:** piloting Tier 1 catalog functionality
- **Supplier data:** finalizing for upload from SAP to Jaggaer
- **Design sessions:** continue through 2nd week of September