

MINUTES

City of Stamford
ERP Governance Committee Meeting
September 21, 2022
5:00 PM
Via Webinar

ERP Governance Committee Members in Attendance:

Geoff Alswanger
Joe Centofanti
Sandra L. Dennies
Bridget Fox
Andy George
Mike Pensiero
Isidore Sobkowski
David Watkins
Chuck Williams

The ERP (Enterprise Resource Planning) Governance Committee meeting was called to order at 5:04 p.m. A quorum was present. Also in attendance was Nathan Frey, ISG. The following materials were distributed in advance of the meeting: Meeting Agenda and the Minutes of the July 20, 2022 meeting.

Approval of Minutes. Mr. George moved, and Mr. Pensiero seconded, a motion to approve the minutes for July 20, 2022. **The motion carried unanimously 9-0-0.**

Oracle HR/Payroll Update. Mr. Williams outlined the Oracle HR/Payroll implementation steps. The selection process (due diligence) will begin after the ERP Go-Live and will take up to twelve months to the start of the implementation. Steps include: review of scenarios and requirements from the Ceridian selection, identifying additional requirements taking the future into account, defining the demo approach and conducting workshops.

Functional Scope includes: Oracle Human Capital Management Cloud Service (HCM Cloud) which concerns Human Resources, Benefits, Payroll and other considerations.

Project Progress-To-Date. Mr. Williams discussed progress-to-date percentages; the Project and budget are on track.

Testing and Training Impacts. System Integration Testing is ongoing and scheduled to finish September 30th. The next major activity is User Acceptance Testing (UAT) starting in mid-October and scheduled to end mid-November. Training starts late November.

Open Issues and Risks. Major Risk - The changes necessary to integrate Dayforce with Oracle Cloud may be late for System Integration Testing. The vendor has instituted steps to address this issue and a testing plan is in place. Moderate Risk – The many PPM responsibilities are causing delays. Some PPM tasks will be reassigned.

The meeting adjourned at 5:49 p.m.

Next meeting is scheduled for
October 19, 2022
Via Webinar.