

## MINUTES

City of Stamford  
ERP Governance Committee Meeting  
October 19, 2022  
5:00 PM  
Via Webinar

ERP Governance Committee Members in Attendance:

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

The ERP (Enterprise Resource Planning) Governance Committee meeting was called to order at 5:01 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 September 21, 2022 meeting.

**Approval of Minutes.** Mr. Pensiero moved, and Mr. Sobkowski seconded, a motion to approve the minutes for September 21, 2022. **The motion carried unanimously 7-0-0.**

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

**Testing and Training Impacts.** Mr. Williams outlined the activities (Cutover Plan) scheduled for October and the next three months. UAT Testing and Cutover prep will take place in November. End user training will take place in December and January. December will involve many complex activities such as issuing final POs and the HTE shutdown. Ms. Fox entered the meeting.

**Open Issues and Risks.** Risks remain the same as last meeting: 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. Mr. Centofanti left the meeting.

The meeting adjourned at 5:59 p.m.

**Next meeting is scheduled for**  
November 16, 2022  
Via Webinar.