MINUTES

City of Stamford
ERP Governance Committee Meeting
March 27, 2023
4:30 PM
Via Webinar

ERP Governance Committee Members in Attendance:
Geoff Alswanger, BOF
David Watkins, BOR
Andy George, BOE
Benjamin Barnes, Director of Administration
Isidore Sobkowski, CDO
Mike Pensiero, IT Director

The ERP (Enterprise Resource Planning) Governance Committee meeting was called to order at 4:40 p.m. A quorum was present. Also in attendance were Cynthia Hernandez, Project Manager and Josie Carpanzano, Deputy Director of Operations.

ERP Status. Mr. Barnes and Ms. Hernadez reviewed the status of the Oracle implementation. Here are the key points from the meeting:

- Option 1 of the ERP implementation is mostly complete, with just a few remaining items like some reports, security role updates, and year-end close activities.
- The team is beginning work on Option 2, which includes enhancing the budget module, making improvements to the PPM (project portfolio management) module, and potentially some procurement module work.
- A new support contract with Oracle worth around $140,000 annually has been negotiated to provide ongoing assistance with CSS – Customer Success Services. The first piece is Mission Critical Support for SaaS which is regression testing, break/fix support, and monitoring of critical processes and Project Work for creation of reports as well as other services.for additional fees.
- Financially, around $4.5 million remains from the original $12 million project budget after Option 2 costs.
- Security role updates are being implemented to tighten access controls - this may cause some short-term disruption for users.
- A decision on whether or not to replace the Ceridian payroll system, possibly with an Oracle solution, needs to be made.
- After completing critical audits in the next few months, more focused effort on Option 2 will ramp up in May/June.

In summary, Option 1 closeout is wrapping up as Option 2 begins to enhance functionality in key areas like budgeting and projects within the overall ERP implementation.

The meeting was adjourned at 5:15 p.m.

Next meeting is scheduled for
April 17, 2024
Via Webinar.