Executive Oversight Committee

January 12, 2009

The SC Enterprise Information System is a project of the
SC Chief Information Office division of the SC Budget and Control Board.

SCEIS Mission Statement

The South Carolina Enterprise Information System will ***standardize and streamline business processes*** within the government of South Carolina, using best business practices to ***achieve cost-effective and efficient delivery of services***.

Timely, accurate and complete information provided through SCEIS will empower decision-makers to ***improve the way government works*** for the citizens of South Carolina.

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Project Status

Chris Shuman, Program Director

The SC Enterprise Information System is a project of the
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SCEIS Project Approach & Team

- Single Prime Integrator Model vs. State Led Team
  - Initial Plan relied on a single integration partner to work with the State
  - Expensive Model that proved to be counter productive
  - Attempted with 2 different firms

- State Led Project Team - One **TEAM** with One **GOAL**
  - December 2007 the State assumed full responsibility for the successful implementation of SCEIS
  - Combination of SCEIS Employees, Other State Agency Employees and multiple contractors

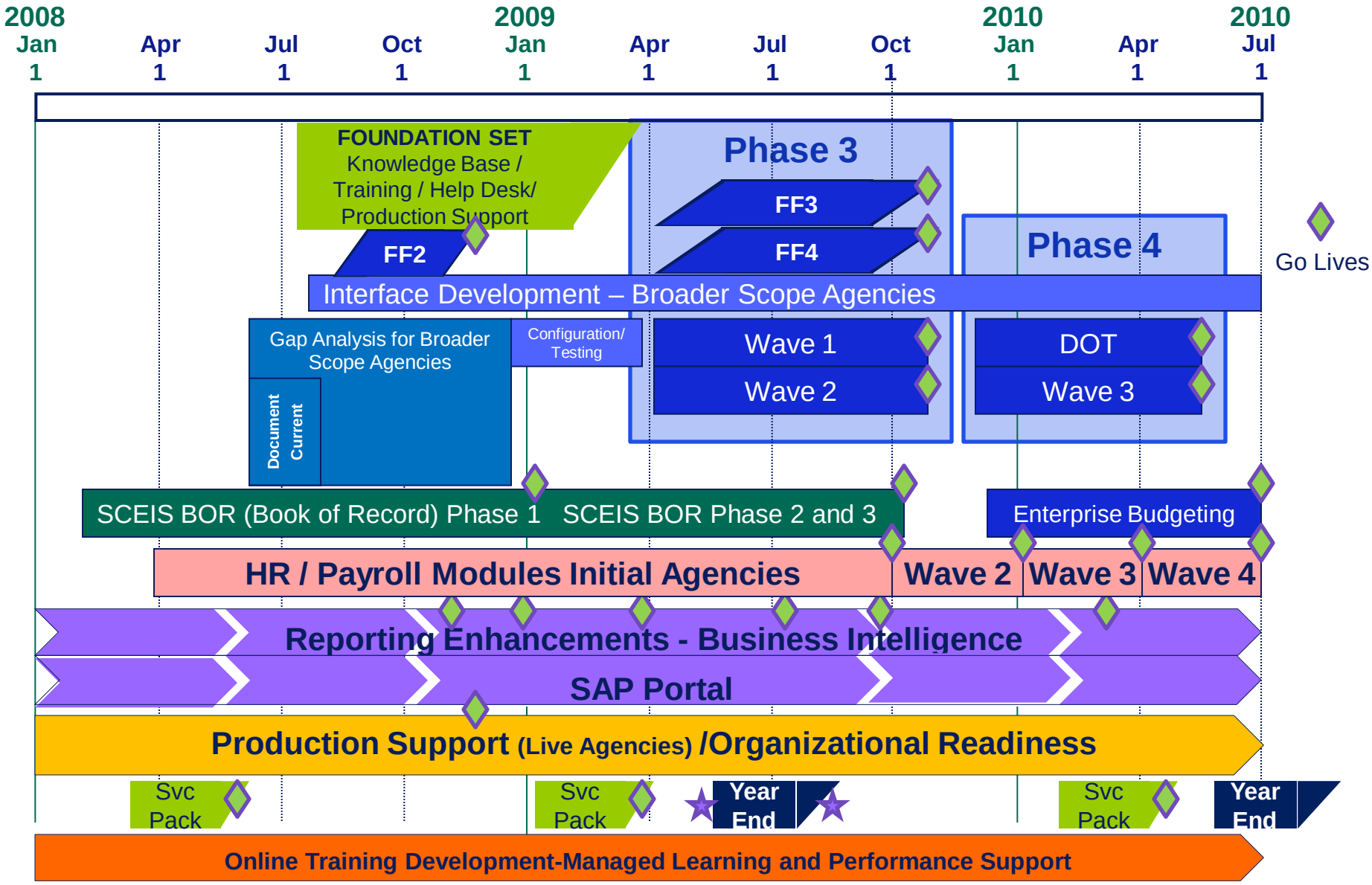
    - 83 SCEIS Employees
    - 19 Other State Employees - Full Time on Loan
    - 55 Consultants representing 6 different firms

SCEIS Historical Highlights

- 2008 Milestones
  - Two additional Go-Lives
    - Added 24 Agencies for and total of 30 currently Live
  - 5 Levels of Support Packs
  - Redesigned Security & Financial Master Data
  - Rolled out additional Financial and Procurement Reports
  - Delivered HR/PR Blueprint – Initiated Realization Phase for HR/PR
  - Implemented a Landscape Management Strategy and Process
  - Production Support
- 2009 Goals
  - Complete GAP Analysis and Closure
  - Establish SCEIS as State Book of Record – Begin retiring STARS
  - Initial HR/PR Implementation (30 Agencies)
  - Consolidated Finance and Procurement Rollout (+35 Agencies)

Change, Adapt and Overcome

Rollout Plan (As presented November 03, 2008)



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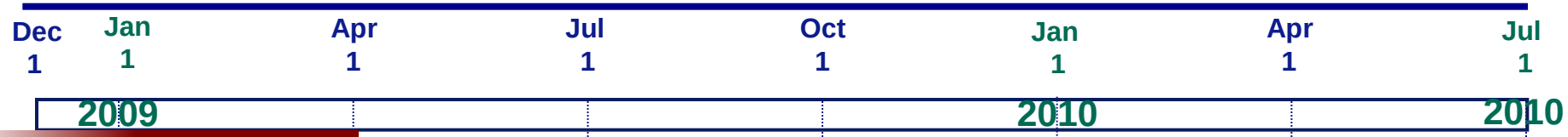
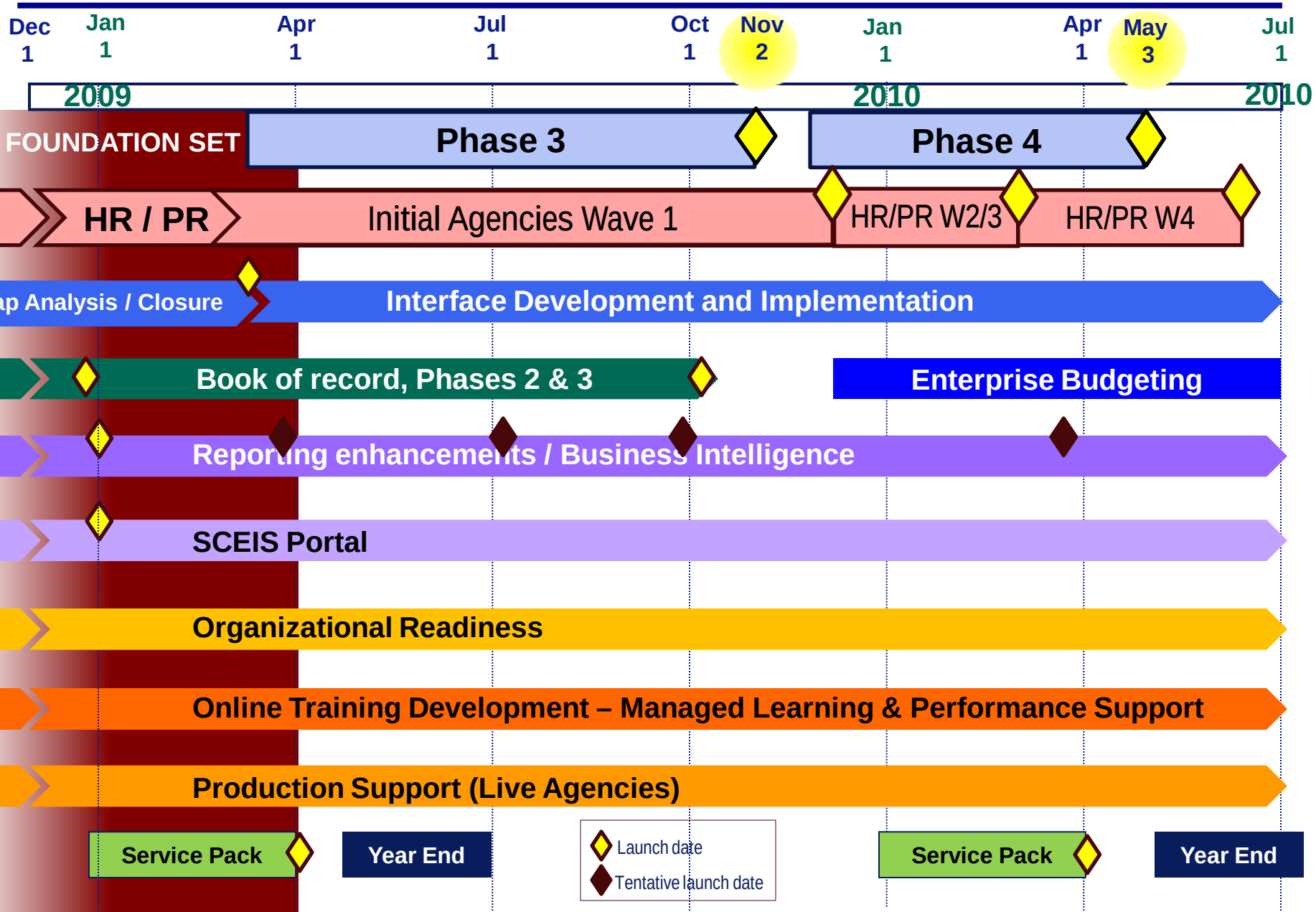
Building the Foundation Set



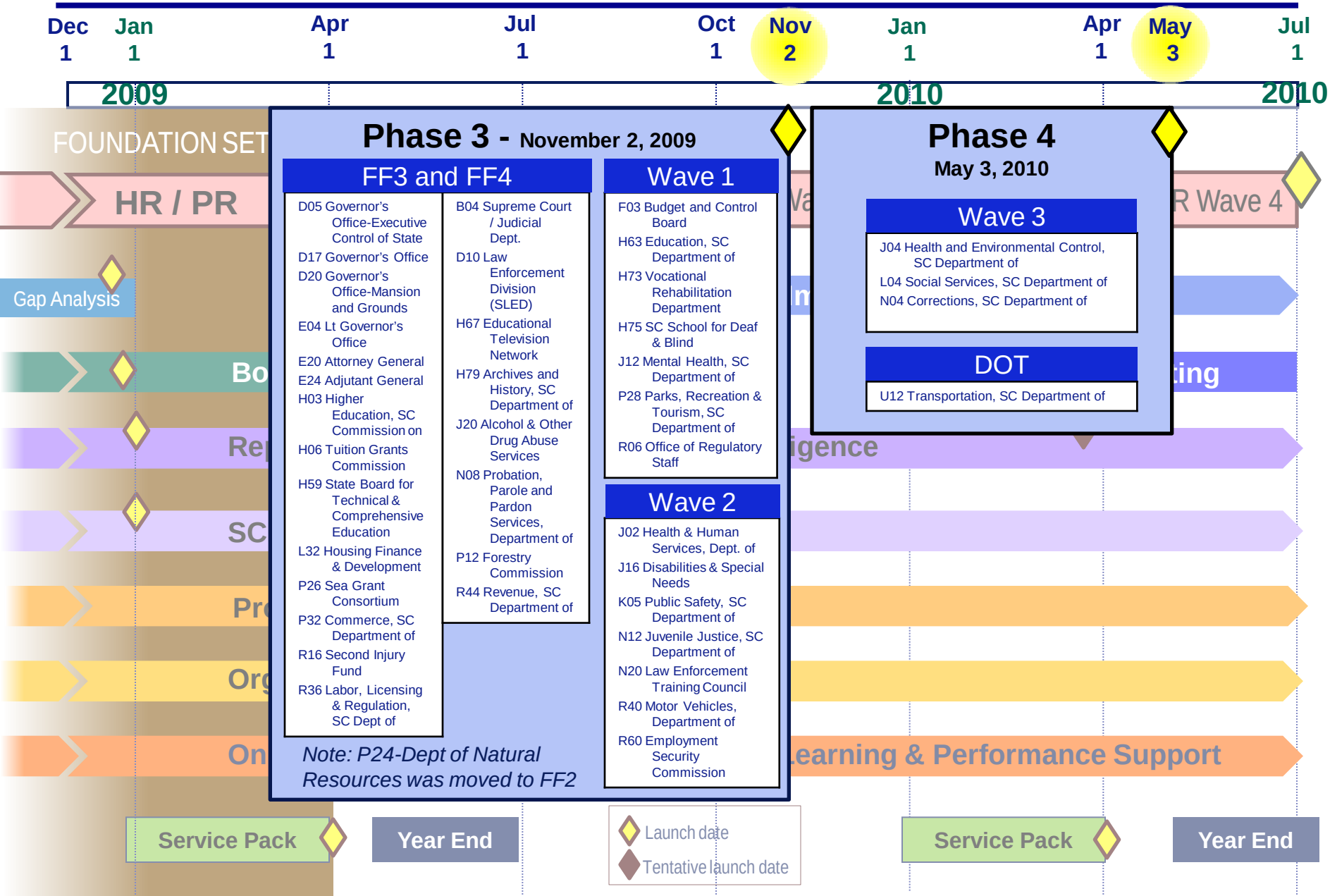
FOUNDATION SET

- SCEIS Knowledge Base, both within the Project Team and documentation for end-user support
- Training development to meet large-scale initial training needs, and ongoing end-user training
- Help Desk enhancements
- Data management: Migration strategy, master data governance, interfaces, etc.
- Production support
- Other essential services for ongoing success

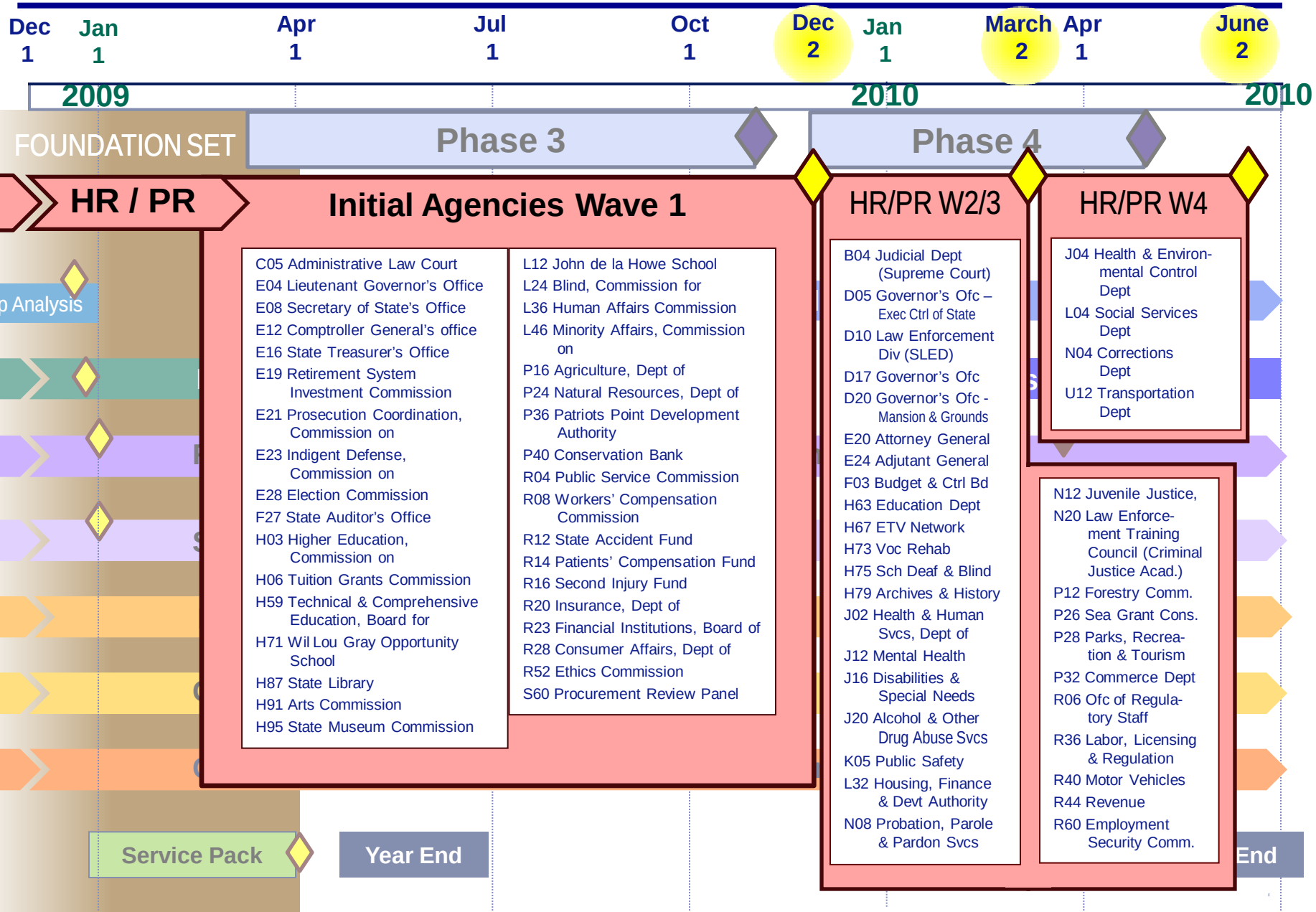
Work Streams through 2010



FI/MM Schedule through 2010



HR/Payroll Schedule through 2010



Proposed HR/PY Go-Live

January 1, 2010 Go-Live with Full Functionality (Time entry begins December 2, 2009)	
Advantages (the PROS)	**Drawbacks (the CONS)**
SCEIS teams and resources aligned better for Phase 3 Go-Live	Compressed timeframe for later go-lives
Opportunity to add additional agencies from Phase 3 Go-Live	Will require some agency/CG staff to work through Xmas/New Year holidays
More time to meet expectations and roll out full functionality; more realistic timeframe	Perception that deadline wasn't met and that SCEIS missed another date
Integrated go-live with all functionality	
Opportunity for additional testing	
Clean payroll transition at beginning of the year	
No balance transfers	
More time for training and development	
Only one W-2 for employees in Wave 1	

Gap Analysis

Document gaps between SCEIS current functionality and functionality of Broader Scope Agencies' legacy systems, focusing on business needs and functional assessments, not technical solutions.

- Conducted initial one-on-one workshops
- Identified gaps in functionality based on questionnaires, workshops, existing documentation
- Grouped agencies according to gaps; include FF3 & FF4 if necessary

“Broader Scope” Agencies

- Budget and Control Board
- School for the Deaf & Blind
- Department of Education
- Department of Mental Health
- Department of Parks, Recreation & Tourism
- Office of Regulatory Staff
- Vocational Rehabilitation Department
- Department of Disabilities & Special Needs
- Lieutenant Governor's Office
- Department of Motor Vehicles
- Employment Security Commission
- Department of Health & Human Services
- Department of Public Safety
- Law Enforcement Training Council
- Department of Health & Environmental Control
- Department of Social Services
- Department of Corrections
- Department of Transportation
- Department of Juvenile Justice
- Department of Natural Resources

Gaps Identified to Date

- Fund split/PCA (program cost allocation)
- Grants
  - Pass-through grants
  - Multiple cost sharing rates per grant
  - Grantor management
- Asset tracking by custodian, sensitive items (e.g. firearms)
- Automated cost allocations
- Cash availability control by grant, grant phase and capital project
- High volume & automated receivable management
- High volume & complex capital project accounting
- Security at lower level than agency (e.g. cost center)
- Multiple Interfaces

FF3 and FF4 Agencies

Supreme Court / Judicial Department

Governor's Office-Executive Control

SLED-State Law Enforcement Division

Governor's Office

Governor's Office-Mansion & Grounds

Attorney General's Office

Adjutant General's Office

Commission on Higher Education

Tuition Grants Commission

State Board for Technical & Comprehensive Education

Educational Television Network

Department of Archives & History

Alcohol & Other Drug Abuse Services

Housing, Finance & Development Auth

Probation, Parole and Pardon Services

Forestry Commission

Sea Grant Consortium

Department of Commerce

Second Injury Fund

Dept of Labor, Licensing & Regulation

Department of Revenue

FF3 and FF4 Process

- Conducted agency readiness kickoff event in November
- Distributed functional analysis questionnaire
- Analyzing completed functional analysis questionnaires
- Determine need for follow-up meetings or workshops

Next Steps

- Follow-up workshops starting in January focusing on gaps and requirements
- Results will be reviewed by SCEIS executive management
- Develop plan for addressing gaps

Training

1. Revise the End-user training strategy to reflect feedback received from previous implementations (lessons learned), inputs from the EC&C team, support of Agency Support Teams (AST), and HR/PY considerations including approach for ESS/MSS training.
2. Outline clear roles and responsibilities of Training Team.
3. Develop a course curriculum design document and course catalog that includes the SAP roles associated with each course.
4. Develop a detailed Training Plan and Training Project Plan describing how training will be developed and delivered, when, where, and by whom.
5. Clearly define training materials to be delivered.
6. Review Current Training Materials and update as needed.
7. Determine training instructor approach (including use of Agency Trainers).
8. Outline Requirements for Ongoing Learning Approach (post go-live).

Risks/Issues

- Top Down support within the agencies and overall agency buy-in
- Change Management – Communications and Agency Support Teams
- Gap Analysis results
- State Resource Knowledge – (Learning Curve 9 months – 1.5 years)
- Potential turnover within the team
- Financials

SCEIS
South Carolina Enterprise Information System

Executive Oversight Committee

John LoPresti

IV&V, SAIC

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Financial Update

Pat O'Cain, Deputy Director

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SCEIS Implementation Costs FY 09 and FY 10

	FY 09 Projected	FY 10 Projected
Implementation		
Contractual Services:	15,751,809	14,132,600
Supplies & Materials:	0	0
Travel and Training:	150,000	50,000
Equipment (Cap)	20,000	
Intangible Assets	698,747	0
Equipment (Non-Cap)	0	100,000
Implementation Total	**16,620,556**	**14,282,600**

SCEIS Operational Costs FY 09 and FY 10

	FY 09 Projected	FY 10 Projected
Operational		
Personnel Services	4,591,788	4,765,706
Contractual Services	3,414,000	7,754,000
Supplies & Materials:	315,589	60,000
Fixed Charges & Contributions:	200,208	243,674
Equip, Vehicles (Cap)	226,770	0
Bank of America - Master Leases	1,961,000	3,267,000
Employer Contributions:	1,256,935	1,300,561
Light/Power/Heat:	350	350
Transportation:	75	75
Equip, Vehicles (Non-Cap):	9,411	0
Intangible Assets	0	1,000,000
Miscellaneous		
Deferred Maintenance		1,220,000
Contingency		925,000
Operational Total	**11,976,126**	**20,536,366**

SCEIS Sources of Funds FY 09 and FY 10

	FY 09 Projected	FY 10 Projected
Revenues		
PY Ending Balance:	5,954,852	
One Time Capital Funds		
Recurring GF Appn	5,342,908	5,342,908
Additional GF Recurring Required		
Agency Implementation Funds	12,094,106	24,854,060
CG/DP Data Processing Approp		
HRIS Approp		
Other Sources	617,231	22,138
Master Lease Loan Proceeds		
TOTAL	24,009,097	30,219,106
B&CB Support FY 09	4,600,000	
B&CB Support FY 10		4,600,000

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Questions?

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