SCEIS Executive Oversight Committee Meeting

Tuesday, January 27, 2015

Agenda

- Welcome
- Adoption of Agenda and Minutes
- SCEIS Project Updates
  - CY2014 Annual Report Update
  - Operational Resource Overview
  - Key Activities: Recent and Upcoming
  - Report on CAB Activities
- **Next Meeting**
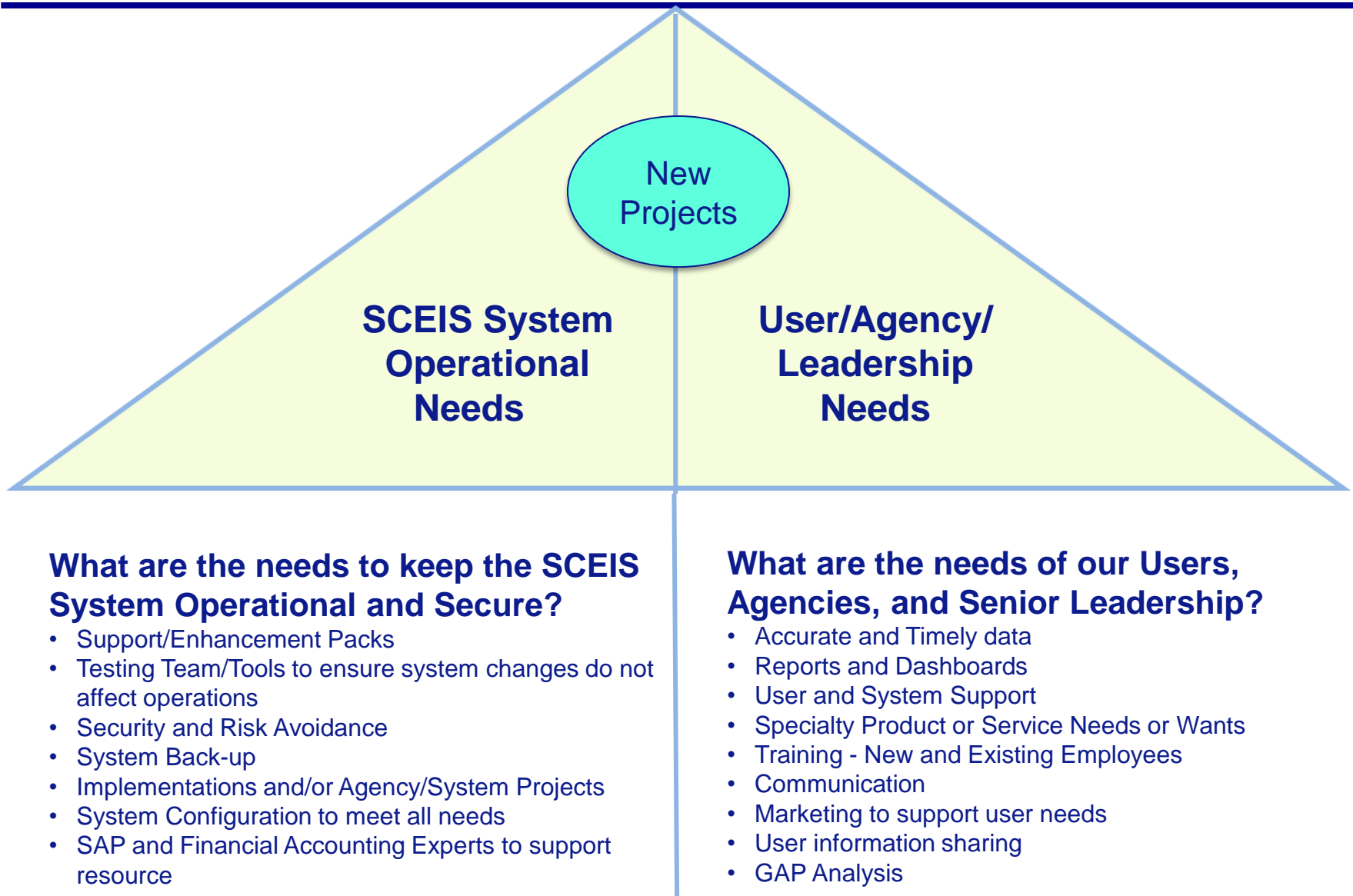- **Adjournment**

Adoption of Agenda and Minutes

SCEIS Updates

- Draft prepared and submitted to Executive Oversight Committee for final review
- Focus on key accomplishments and overall State system activity
- Report clearly demonstrates that implementation and updates are continuously required to support State needs

Operational Resource Overview

New
Projects

SCEIS System
Operational
Needs

User/Agency/
Leadership
Needs

What are the needs to keep the SCEIS System Operational and Secure?

- Support/Enhancement Packs
- Testing Team/Tools to ensure system changes do not affect operations
- Security and Risk Avoidance
- System Back-up
- Implementations and/or Agency/System Projects
- System Configuration to meet all needs
- SAP and Financial Accounting Experts to support resource

What are the needs of our Users, Agencies, and Senior Leadership?

- Accurate and Timely data
- Reports and Dashboards
- User and System Support
- Specialty Product or Service Needs or Wants
- Training - New and Existing Employees
- Communication
- Marketing to support user needs
- User information sharing
- GAP Analysis

- Completed the following upgrades:
  - Business Objects reporting tool
  - Operating system for Identity Management
  - uPerform software that provides simulations and additional help documents for users
  - Blackboard training management system for managing training enrollments and user access to class materials
- Rebuilt the training environment that provides a better mirror image of production for class demonstrations
- Released a new online class for basic navigation

- System support pack implementation completed weekend of December 12, 2014
- Process - Sandbox in Aug 14 - Dev - QA Oct 14
- 8-10 Week Min Testing - All teams
- BSI - HR update for taxes complete
- 1099's completed first week of January 2015
- W-2's completed week of January 20, 2015
- Building SCEIS Time-Machine for FY2015 year - end testing - used by all functional teams

- Implement SCEIS solution in place of the existing Debt Management System (DMS).

- Implement the Department of Administration

- PBF Enhancements

- Retire SPIRS and implement functionality into SCEIS

- Implement a SCEIS solution in place of the existing Investment Management System (IMS)

- Revamp website to provide functionality on mobile devices and to enhance access to training

- Improve and streamline reporting communications and reference materials
- Implement 30-40 bank accounts in SCEIS
- Implement remaining Division of Technology Operations billing processes into Sales & Distribution
- Redesign online courses to interactive format
- Convert remaining STARS reports
- Discontinuation of Legacy HR System

CAB Activities

SC BUDGET AND CONTROL BOARD

New Requests: Review Only

RFC Number	Description	Number of Hours
00244	New clause (administrative fee) that must be included in every state term contract	22
00245	Vendors receiving NEW email address on old Fixed Price Bid that are no longer managed by that individual	17
00246	Data load template for temporary salary adjustments	46
00252	AP aging query is needed	15
00253	PO Line Item Value in ECC does not update Contract in SRM	22
00255	Tracking of Buyer Rejection of Shopping Cart	11
00256	Asset Transfer Process	77
00258	Additional Degree Choices (infotype 22) and Certifications (infotype 795) added	10

New Request for Approval

Add specified fields to the existing "Current Contracts" BW Report and the "PO by Contract" Report
Requesting Agency: DHEC
(RFC-00254)

Total Estimated Hours: 124

Description

Add the following fields to the existing "Current Contracts" BW Report

       Release Value

       % Left on Contract

Add the following field to the existing "PO by Contract" Report

       Release Value

This will allow agencies to have to determine how much has been spent against a contract and what percentage is left on contract.

Wrap-up

Proposed Next Meeting Date

- The SCEIS Executive Oversight Committee is scheduled to meet again on:
  - Tuesday, March 24, 2015, at 2:30 p.m.

Meeting Adjourned