

CSPS Project Report Assembly Budget Subcommittee 4

March 1, 2022



Topics

- Lessons Learned
- Market Research
- Project Planning Schedule
- When Funding is Needed
- Regularly Scheduled Oversight
- Executive Reports



Lessons Learned Library

cacontroller.sharepoint.com/sites/csp/teamsite/IntegrationMgmt/Lists/CSPSLessonsLearned/By%20Category.aspx

SharePoint

BROWSE ITEMS LIST

SHARE FOLLOW

CSPS Home Home Project Team Scope - Future State Project Working Management Countdown to Solicitation Release

Search this site

CSPS Lessons Learned

TEAM SITE

- Change Control
- Project Management
- PAL

HELP/RESOURCES

- How To
- Documents
- Pages
- Site contents
- Recent
 - Organizational Chart Library
 - Signed PMPs
 - Signed CRs
 - CSPS Change Request Library
 - CSPS Lessons Learned**
 - Recycle Bin

+ new item

By Category 21st Century PIER All Items Find an item

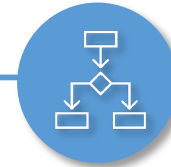
✓	Edit	ID	Title	Lesson Learned	Lesson Learned Category	Source of Lesson Learned	Lesson Learned Type	Recommendation for Lesson Learned	Disposition/Action Taken	Project Phase
▶ Lesson Learned Category : Data Conversion (1)										
▶ Lesson Learned Category : Implementation (3)										
▶ Lesson Learned Category : Organizational Change Management (18)										
▶ Lesson Learned Category : Project Management (12)										
▶ Lesson Learned Category : Project Resources (6)										
▶ Lesson Learned Category : Project Schedule (6)										
▶ Lesson Learned Category : Project Scope (18)										
▶ Lesson Learned Category : Project Test Management (4)										
▶ Lesson Learned Category : Project Vendor Management (5)										

Focused on Lessons Learned

Clearly documented requirements to reduce project complexity



Well documented and understood end-to-end business processes



LESSONS LEARNED

Robust and rigorous testing



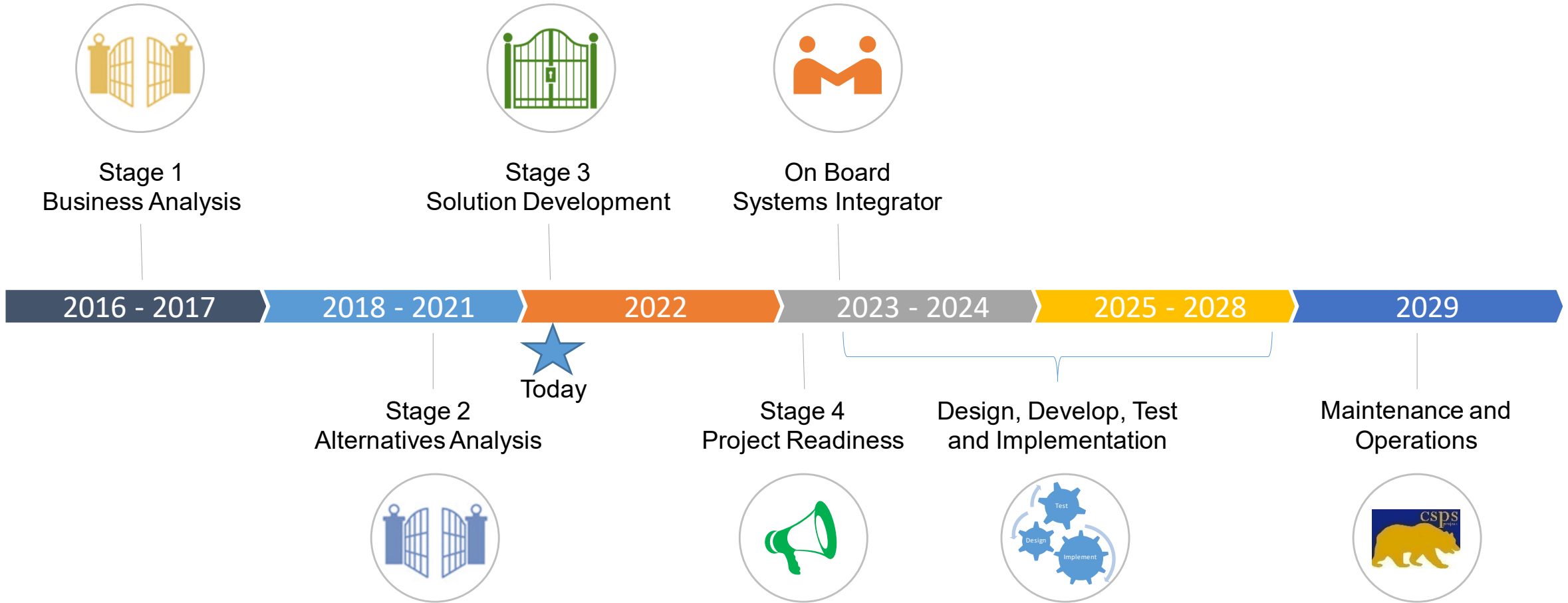
Begin Organizational Change Management (OCM) early



Market Research

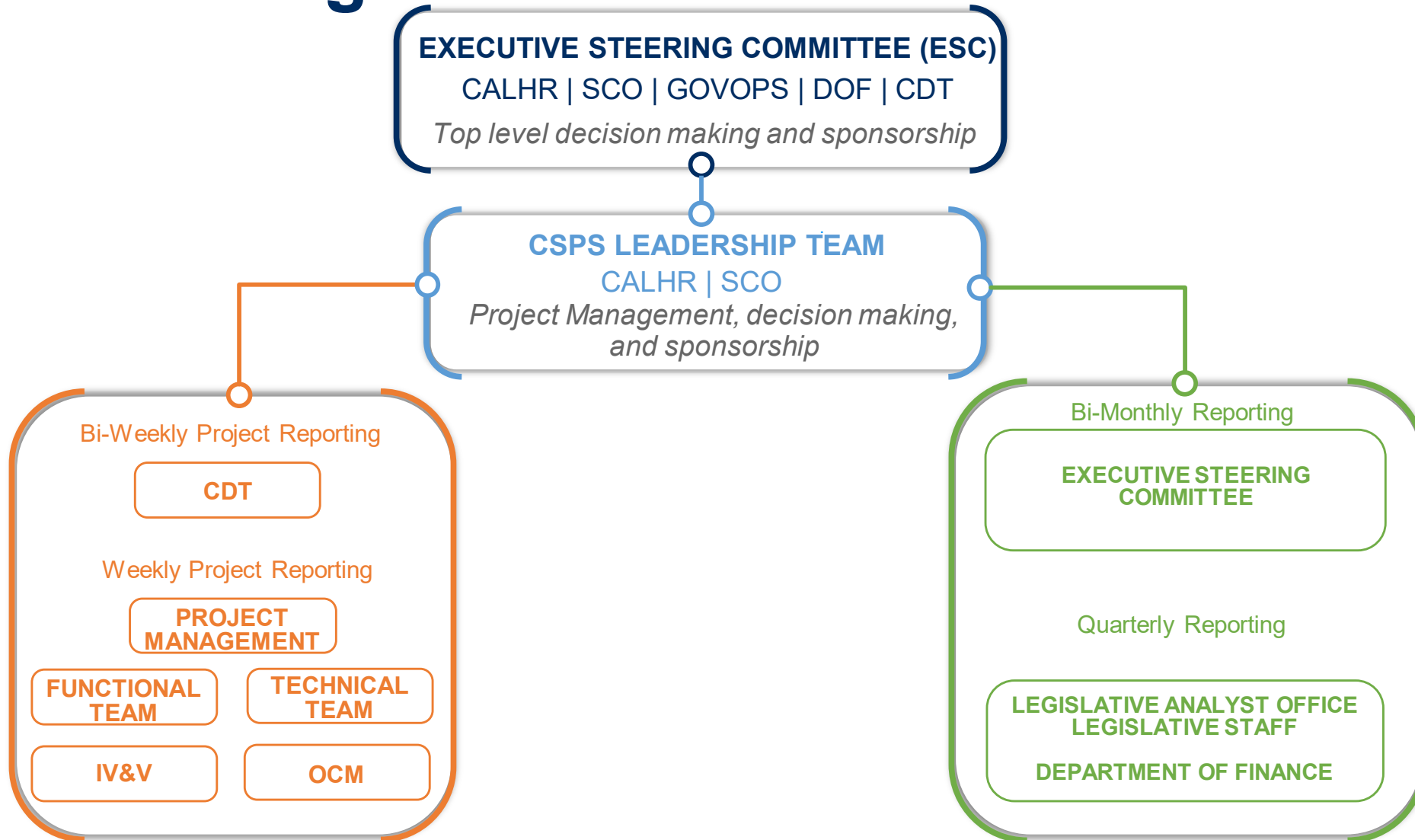


The Project Timeline



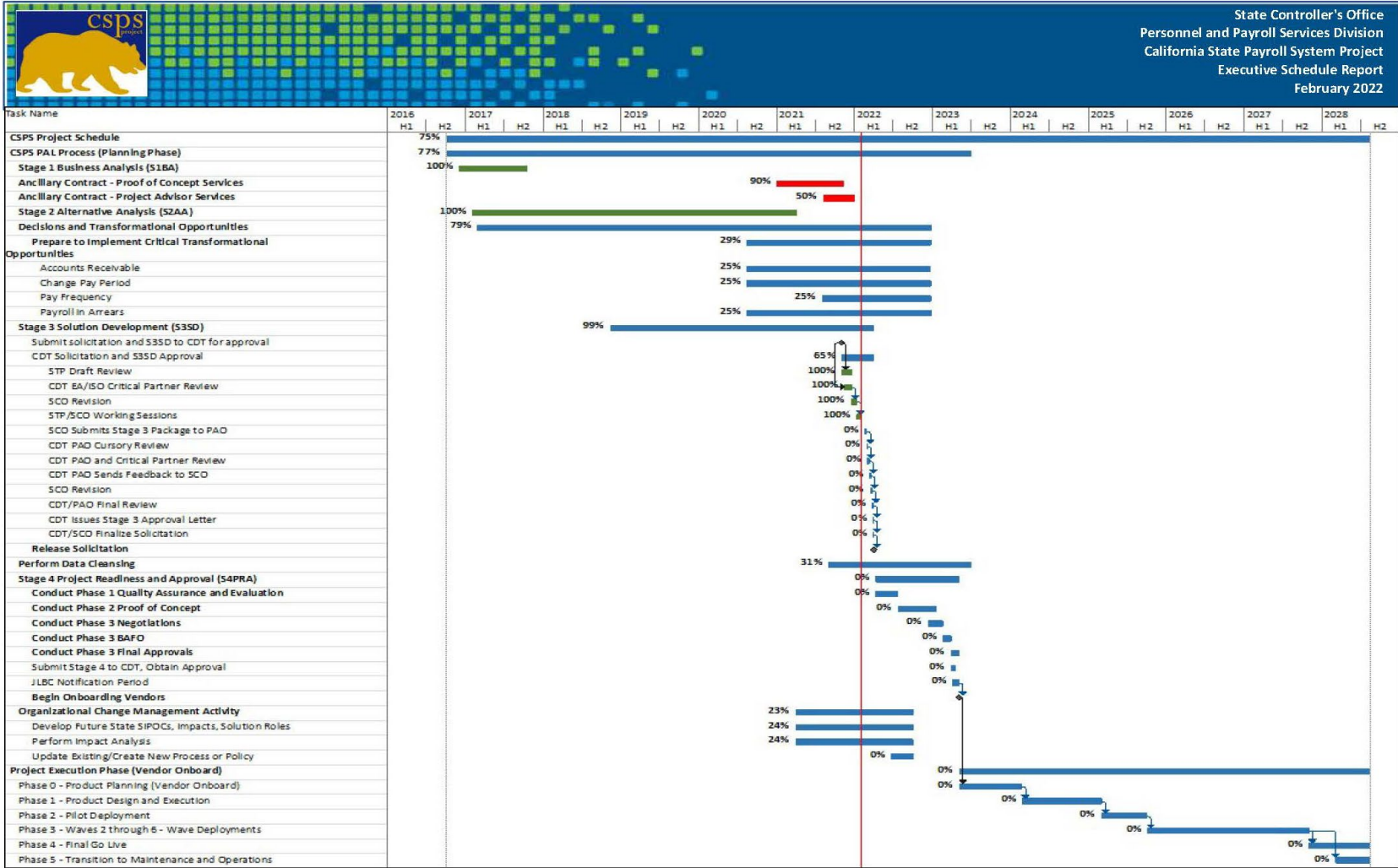


Project Oversight Structure





Executive Schedule Report





Executive Performance Report




State Controller's Office
 Personnel and Payroll Services Division
 California State Payroll System Project
 Executive Performance Report
 February 2022

Task Name	Notes	% Complete	Start	Planned Finish	Timeline Rating	Timeline Trend	Budget Rating	Budget Trend
CSPS Project Schedule Scope: Implement new personnel and payroll system with necessary functionality to generate payroll. Functionality includes core HR (i.e., position control, personnel administration, travel and expense management, time management, and benefits administration) and payroll.	Currently in PAL approval process phase (Planning). S1BA - approved S2AA - approved S3SD - in progress S4PRA - not started -Soliditation submitted to CDT in November. Expected release is April 2022. -Yellow rating indicators reflect uncertainty of obtaining CDT approval as scheduled and reflects past performance by the project. The project is in the planning phase and accordingly, dates may change as new information is received. *Percent complete only reflects through the PAL Planning Phase and excludes the Execution Phases.	75%	10/03/16	08/16/28 08/30/28 05/04/28 02/02/28	⬆	↑	■	↔
CSPS PAL Approval Process (Planning) Scope: Implement new personnel and payroll system with necessary functionality to generate payroll. Functionality includes core HR (i.e., position control, personnel administration, travel and expense management, time management, and benefits administration) and payroll.	S1BA - approved S2AA - approved S3SD - in progress S4PRA - not started	77%	10/03/16	04/12/23 01/24/23 02/14/23 03/29/23 12/07/22 06/30/22	⬆	↑	■	↔

- Satisfactory, no corrective action
- ⬆ Caution, need for corrective action now or soon
- ⬇ Escalate, immediate corrective action required
- ★ On Hold
- ↔ No Change
- ↑ Trending Up
- ↓ Trending Down
- M# Milestone (IT Projects)
- Completed
- ▲ At or Under Timeline/Budget
- ▼ Over Timeline/Budget



Executive Risk and Issue Report

 State Controller's Office Personnel and Payroll Services Division California State Payroll System Project Executive Risk and Issue Report February 2022					
Issues:	Governance Level	Issue Category	Issue Status	Priority	Status Comments
Title Description					
Solicitation finalization is taking too long - Issue ID #19 Task "STP/SCO Working sessions (SCO pre-reviewed all comments for efficiency)" as defined by CDT was to end 1/14. Meetings are still scheduled into February. This delay pushes the solicitation release past the scheduled 2/11 and probably into March.	Level 3 - >10%	Project Management	Active	Normal	Collaborated with CDT and DOF. Solicitation release pushed to April 2022 which pushes contract award to spring 2023.
Risks:	Risk Level	Risk Category	Risk Status	Near/Long Term	Mitigation Steps
Title Description Probability * Impact = Level					
Review and approval of procurement artifacts take longer than planned - Risk ID #76 If review and approval of procurement artifacts take longer than planned then project schedule and cost may be adversely impacted. Probability - 0.50 * Impact - 0.40	 0.20	Organizational	Active	Near Term	See issue #19 above. CSPS is successfully tracking to the new schedule.
Change in major BU leadership - Risk ID #85 If any BU, particularly a BU with many members, has a change in leadership this could result in uncertainty or a disruption of usual and customary relations. Uncertainty and disruption may delay implementation of transformational opportunities or result in loss of CalHR executive and Labor Relations focus which could delay project decisions or CalHR staffing. Probability - 0.50 * Impact - 0.20	 0.10	External	Active	Near Term	The risk review team changed this risk to "Near Term" due to CSPS and CalHR meetings with bargaining units to discuss transformational opportunities. CSPS and CalHR are carefully managing communication.
Project Resource Availability - Risk ID #5 If project resources cannot be acquired or are unavailable as planned then the project may be impacted by delays and/or quality. Probability - .30 * Impact - .20	 0.06	Organizational	Active - Quarterly	Near Term	The risk review team changed this risk to "Near Term" as CSPS will be hiring and onboarding over 30 resources as well as additional contractors during the next fiscal year. CSPS has strengthened recruitment, procurement, and onboarding processes and will monitor this risk over the next two quarters.

Questions

