

Spotsylvania County



**NE SOLUTION**

*HR & Financial Management System*

Spotsylvania County  
*Real Estate and Personal  
Property Systems*



Systems Update  
Board of Supervisors - June 27, 2017

# Legacy Systems

1. Financial System - implemented 2000
  2. Real Estate - implemented early 1990's
  3. Personal Property - implemented early 1990's
- All three systems are on the iSeries platform
    - Limited support
  - Real Estate and Personal Property written in-house

# Background:

- Real Estate & Personal Property systems manage the billing and collection of more than 64% of General fund revenues
- Financial system:
  - Annual Budget (analysis and reporting)
  - Payroll
  - Accounts Payables
  - Accounts Receivables
  - Reporting
  - Fixed Assets
  - Bank Reconciliation
  - Procurement

# Financial System Upgrade



## SunGard Implementation Team

Executive Services

## Vendor Project Mgmt

SunGard Project  
Manager

## Vendor Leads

Tool  
Experts

Technical  
Lead

Functional Consultants

## Other Internal Stakeholders

Team members  
End User Participants  
Board of Supervisors  
County Employees

## External Stakeholders

Customers/Vendors  
Regulatory Agencies  
Bond Rating Agencies  
Citizens

5%  
Top Level  
Issues

15%  
Mid Level  
Issues

80%  
Detailed  
Team  
Decisions

# Project Governance Chart

**Mark Taylor**  
Executive Sponsor

Mary Sorrell (Chair)    Larry Pritchett  
Rose Heyward            Jane Reeve  
**Steering Committee**

## Project Management Team

John Wood  
Project Manager

Beckie Forry  
System Owner

Dashboard \* Security \* Easy Laser Forms \* Documents Online  
Training \* Communication \* Workflow

## Team Leads

### Brad Quann

Purchasing (P1)\*  
Contract Mgmt (P1)\*  
Bid/Quote Mgmt (P1)\*

### Annette D'Allesandro

Grants Mgmt (P2)\*

### Bonnie Jewell

Budget (P1)!  
Job Ledger (P1)!  
Proj Alloc (P1)\*

### Beckie Forry

Chart of Accounts (P1)!  
Encumbrances (P1)\*  
Recurring Allocs (P1)\*

### Christine Minter

Payroll (P2)!

### Bonnie Jewell

Position Budgeting (P1)!

### Eric Slivka

Accounts Payable (P1)!  
Accounts Rec (P1)!  
General Ledger (P1)!

### Lesley Moore

Professional Dev (P3)\*

### Eric Slivka

Cash Receipts (P1)!

### Vacant

Reporting  
All Phases!!!

### Rose Heyward

Pers Action Frms (P2)\*  
Human Resources (P2)!  
Employee Online (P2)\*

### Kathy

Catlett/Michelle Barb  
Bank Reconciliation (P1)\*

### John Wood

System Admin  
IS Helpdesk  
Ongoing Support

### John Wood

Legacy  
Interface

### Adam Rollyson

Person Entity (P1)!  
Fixed Assets (P1)!  
Stores Inventory (P3)!

P = Phase    ! = required    \* = proposed

# Financial System Project Objectives:

- Replace legacy iSeries platform
- Reduce shadow systems (e.g. Excel)
- Provide improved reporting
- Implement automated approval workflows
- Establish Employee Self-Service
- Provide online document management
- Develop formal system governance policy
- Establish a post-implementation improvement committee

# Next Steps:

- County staffing is lean and efficient
- Multiple project upgrades, impacting the same limited department capacity, creates limited human resources
- Financial System, Real Estate and Personal Property are key to the success of the operations of Spotsylvania County
- What we need:
  - Acknowledge that these three projects are the priority
    - allowing staff time to focus on these projects
  - One time financial support to ensure successful implementations