



# ONE WASHINGTON Newsletter

August 2020



## Upcoming Dates & Activities:

- System Integration Vendor selection in progress
- September Agency POC meeting

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## Executive Director's Corner

August has been an exciting month for the One Washington program as we continue to move closer to implementation. In last month's newsletter, I highlighted the selection of Workday as the new Enterprise Resource Planning (ERP) software application to replace AFRS and help improve statewide financial management. This month, our focus is on evaluating professional services firms that will partner with us to help implement the new system.



Concurrently, our team remains focused on preparing agencies for the changes ahead. As you have heard me say before, replacing a system that is nearly 40 years old requires careful project planning and execution. Through detailed analysis, the OneWa team has identified agencies that will experience higher levels of impacts than others based on the number of existing IT systems and interfaces to be replaced, larger numbers of AFRS and TRAINS users, and complexity of business operations.

Central to our analysis of how agencies will be impacted is understanding the linkages between different phases of the program. Phase 1A and 1B are closely integrated because decisions made in Phase 1A around core financials are foundational to how expanded financials, procurement and contract management activities will be designed and managed as part of 1B. As a team, we will continue to consider the downstream impacts of today's decisions on future Workday capabilities and how those will translate into a better experience for state users.

In addition to deepening our understanding of agency impacts, a big part of our planning efforts this month has been developing the decision package for the 2021-23 biennial budget. We appreciate the hard work it took to get these requests completed and submitted and thank you for your diligence and partnership in helping to accomplish this important milestone.

With so many moving parts to OneWa, our team is committed to helping agencies stay informed about program readiness activities. Since March, we have conducted more than 30 readiness and engagement meetings with agency directors and staff to talk about people, process and technology readiness steps they can take to prepare for implementation. Additionally, we have initiated agency "deep dive" sessions and monthly POC Network meetings to provide visibility into upcoming activities and program milestones.

I would like to close by saying thank you for all that you continue to do to support OneWa. Our goal of moving statewide financial management to a modern, cloud-based environment will require hard work, collaboration and resiliency. While we still have a long road ahead, I am heartened by your dedication to the program and appreciate all that you do!

Best,

*Vann*

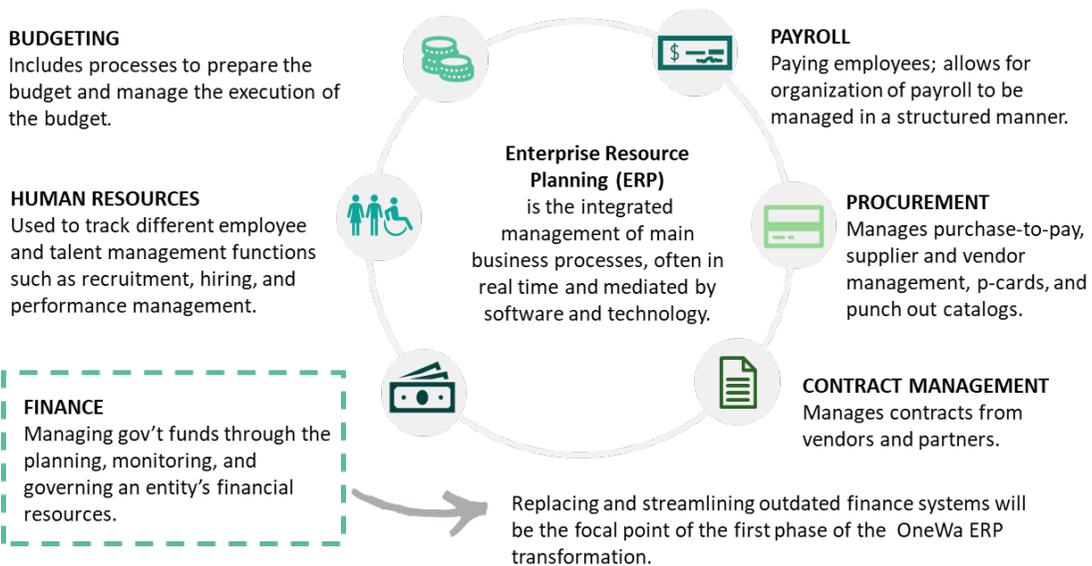
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## **Enterprise Resource Planning 101**

As we mentioned in our last newsletter, the OneWa program is excited to partner with Workday to bring a world-class ERP system to Washington. If ERP systems are a new concept – or if you need a refresher – see the overview below to learn more about ERP systems and the benefits of having an enterprise-wide ERP.

### **1. What is an ERP?**

An ERP is a set of common business practices and a software system that implements core business practices across an organization. A complete ERP system combines business functions (finance, procurement, budget, payroll and HR) across an organization's main resources – its people, money, information and assets – and provides decision makers with real-time enterprise information.



## 2. The first phase of OneWa focuses on Finance – what does that mean?

The new ERP system will be implemented in phases beginning with Phase 1A, which focuses on replacing the state’s aging financial system and modernizing core financial processes. The Chart of Accounts (COA) is the core of many ERP software systems. It can gather financial data from various functional/programmatically departments and generate valuable financial reports.

## 3. What are the benefits of replacing and streamlining finance systems?

By implementing an ERP solution and transforming the processes that support the state’s business, OneWa will help ensure decision-makers have access to data that is accurate and timely, standardize common business processes across agencies and improve service delivery. Additionally, ERPs provide real-time visibility into agency financial data, which is one of the greatest benefits of an ERP. By providing up-to-the-second information on available resources and the progress of orders and initiatives, ERP allows state governments to be agile and quickly respond to any changes or requests.

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## OneWa Agency Deep-Dive Meetings

On August 4, OneWa conducted a “deep dive” meeting with DRS to pilot how we can discuss readiness topics with high-impact agencies.

### Key Deep Dive Topic Areas include:



**Technology Readiness** - Review of systems and interfaces, connections to integration layer, and upcoming data conversion requirements.



**Finance Process Readiness** - Discussion of new Chart of Accounts model, AFRS index code cleanup, and current state finance process maturity.



**People Readiness** – Discussion on new Agency Support Team (AST) structure and upcoming OCM activities.

Following this initial deep dive meeting, the OneWa team met to review outcomes and improve future deep dives with other high-impact agencies. The team will be implementing these updates and enhancements for future discussions. High-impact agencies can expect that the

OneWa team will be in touch to schedule Deep Dive sessions throughout September to discuss the above topics as well as their baseline readiness survey results.

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## Tech Talk

As we begin preparing for the ERP solution, we want to provide individuals in IT roles with information and tools to understand the IT impacts of the new system. As such, Tech Talk communication avenues will be available to help get IT users up to speed. One point to acknowledge is that some agencies will have more technology impacts than others, so some of the information may or may not apply to your agency. We will continue to keep you updated and informed throughout the duration of the OneWa project.

Below is a list of all recently completed technology activities as well as the 30, 60, and 90-day outlook for additional technology activities. For items marked as requiring agency action, you can expect to receive a communication from the Technology Team requesting additional inputs (if applicable to your agency)

Timeframe	Task	Date	Agency Action?
<div style="background-color: #d9ead3; padding: 5px;">  <b>Completed Activities</b> <ul style="list-style-type: none"> <li>8/1 Agency System Inventories*</li> <li>8/15 Budget Exception Requests Due</li> <li>8/21 Update Technical Strategy Documents with Selected Software</li> </ul> </div>			
<b>30</b> days	Cybersecurity Assessment & Remediation	9/11	
	Solution Architecture Document Published	9/11	
	Technical Implementation Guidance Published	9/11	
	Agency System Impact Analysis	9/25	✓
	Outbound transaction standard interface publication available	9/30	
	Reporting Business Information Collection (Reporting types, software, needs, etc.)	9/30	✓
	Inbound AFRS transaction standard interface for SFT agencies	9/30	✓
<b>60</b> days	Present Data Conversion and Storage to BTB	10/28	
<b>90</b> days	Assess SI Approach	11/3	
	Validate Integration Plan with Software Integrator	11/27	

**Focus Areas:**

- Data conversion for agency systems that will be replaced during Phase 1A (Core Financials/July '22)
- Agencies will continue to update their Readiness Inventory (systems and data)

\*21 agencies have yet to validate their system inventories. Please contact [OneWa Mailbox](#) (Subject Line: "Tech Talk") for assistance.

For questions related to OneWa Tech Talk, please email the [OneWa mailbox](#) with the subject "Tech Talk."

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## OneWa Accomplishments and Upcoming Milestones

The following section outlines the accomplishments – achieved and upcoming – for the OneWa program based on the [modernization roadmap](#).

- **System Integrator RFP Submission Closure.** The state closed its request for proposals for a System Integrator on August 10. The OneWa program team has begun evaluating submissions with a goal of selecting a SI vendor before November 2020.
- **Biennial Budget Deadline Passed.** August 15 was the deadline for agencies to submit their budget requests for next biennium. The review process has begun.

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## Additional Resources

The OneWa program manages [an agency resources page](#) for resources related to the business transformation and program governance. The following list represents some of the resources available on the site:

- [AFRS Case for Change One-Pager](#): Find information to help answer the “Why Now?” and case for modernizing the state’s financial administrative system, AFRS.
- [Modernization roadmap](#): Find more detail about upcoming OneWa milestones.
- [List of agency points of contact \(updated weekly\)](#): Learn who the POC is for your agency.
- [Frequently Asked Questions](#): Find answers to common questions related to OneWa on our FAQ page. This month’s updated FAQs will answer your budget-related questions!

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### Have questions to ask or feedback to provide?

Questions, comments and feedback related to this newsletter’s content, structure and organization and the OneWa program broadly are welcomed at [onewa@ofm.wa.gov](mailto:onewa@ofm.wa.gov).

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