

Program #60113 - WorkDay Workflow Specialists

2/20/2019

Department:SheriffProgram Contact:Jennifer Ott

Program Offer Type: Innovative/New Program Program Offer Stage: As Requested

Related Programs:

Program Characteristics: Out of Target

Executive Summary

MCSO has identified an immediate need for two Workday Specialists who will be subject-matter-experts and be the primary resources for MCSO employees in learning and using the Workday system and systems integrated with Workday. They will develop MCSO-specific materials, guides, and practices that will allow for the agency to achieve greater benefit of the system and specifically incorporate it into other MCSO systems and operations. Additionally the two new positions will streamline or overhaul the workflows to better use the system

Program Summary

Soon after the MultcoAlign ERP system went live January 1, 2019, we realized that we MCSO is severely understaffed to accommodate the significant body of new and different work resulting from running our business processes through the MultcoAlign systems. Workday has created significant additional workload for the Fiscal and HR Units and much of the core work is not being accomplished. The volume of work related to the steep learning curve will likely decrease but the shift in work responsibilities to operational staff will remain. We need two liaisons to assist MCSO employees with Workday functionality and nuances; produce materials, guides, and practices to allow for the agency to gain full benefit of the system; and streamline or overhaul the workflows to better use the system. The two Finance Techs will be the resident experts in the system and possess a wealth of knowledge about the system that is only possible for those employees whose work it is to be a subject-matter-expert.

Performance Measures								
Measure Type	Primary Measure	FY18 Actual	FY19 Purchased	FY19 Estimate	FY20 Offer			
Output								
Outcome	Decrease in percentage of incorrect paychecks from prior vear	NA	NA	NA	10%			

Performance Measures Descriptions

'Decrease in the percentage of incorrect paychecks' performance measure reflects the expectation that with the Workday Workflow Specialists guidance, MCSO employees will have greater knowledge and skills to enter their time correctly and that the Workday Workflow Specialists will develop methods to audit and check the time entered into the Workday system, to be able to catch errors in advance of the payroll process.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds	
Program Expenses	2019	2019	2020	2020	
Personnel	\$0	\$0	\$162,152	\$0	
Total GF/non-GF	\$0	\$0	\$162,152	\$0	
Program Total:	\$0		\$162,152		
Program FTE	0.00	0.00	2.00	0.00	

Program Revenues						
Total Revenue	\$0	\$0	\$0	\$0		

Explanation of Revenues

Significant Program Changes

Last Year this program was: