

MINUTES

City of Stamford
ERP Governance Committee Meeting
July 17, 2024
5:00 PM
Via Webinar

ERP Governance Committee Members in Attendance:

David Watkins, BOR
Andy George, BOE
Benjamin Barnes, Director of Administration
Isidore Sobkowski, CDO
Mike Pensiero, IT Director

The ERP (Enterprise Resource Planning) Governance Committee meeting was called to order at 5:00 p.m. A quorum was present. Also in attendance were Cynthia Hernandez, Project Manager and Josie Carpanzano, Deputy Director of Operations.

The following materials were distributed in advance of the meeting: meeting agenda and minutes of the May 22, 2024 meeting.

Approval of Minutes. Mr. George moved and Mr. Pensiero seconded a motion to approve the May 22, 2024 meeting minutes. **The motion carried 5-0-0.**

ERP Status. Mr. Barnes reported that Option 2 has been substantially completed and substantial configuration changes were made to the budget control module. The PPM module was discussed. A lot of work was done on conversions which will make reporting for the F2024 Audit much easier and staff is becoming significantly more adept at reporting.

The EPM module has been paused and an RFQ will be issued to decide if the City will continue with Oracle or if a third party would be a better value after City employees attended a national GFOA conference on budgeting and identified a number of other vendors of budget software that does performance management and budgeting and are a fraction of the cost of Oracle.

About \$6.8 million has been spent to-date with Oracle. About \$1.0 million more than the original estimate. Of the total ERP Implementation budget of \$12.0 million about \$8.2 million has been currently spent.

Payroll software was discussed. A decision must be made to either stay with Ceridian or use the Oracle module. It would take two years to transition with a final step of running the two systems in parallel for several months to be confident of a successful transition. Mr. Watkins asked for a decision on this question within six months.

Additional training resources for staff have been implemented and a permanent position of ERP Coordinator should be filled soon.

Oracle Permitting and Licensing (OPAL) Status. Ms. Carpanzano reported that the OPAL implementation is not progressing well. There are issues with the City getting a

complete extract of data from the vendor. Negotiations are in progress to determine the costs associated with extending the deadline and who should be absorbing the majority of the burden of that.

The committee discussed this information in detail.

Action Items:

- The ERP Committee will be invited to a presentation of HCM that Oracle will make to City staff in September.
- In six months, a decision will be made regarding whether the City will go with Ceridian or another route and the process that will be followed. The ERP Governance Committee will be informed.

The meeting adjourned at 5:53 p.m.

Next meeting is scheduled for
August 21, 2024
Via Webinar.

DRAFT