

Business Leadership Council Finance

June 27, 2019

Welcome

Agenda

- Council Objective & Purpose
- EDGE Project Timeline
- Select Key Changes for Finance for discussion today :
 - *Chart of Accounts*
 - *Accounts Payable*
 - *Travel and Expense Reimbursement*
 - *Interface Approach*
- Select Discussion items for future meetings :
 - *Budget Control and Management*
 - *Projects/Grants*
 - *Pcard processing*

Council Objectives & Purpose

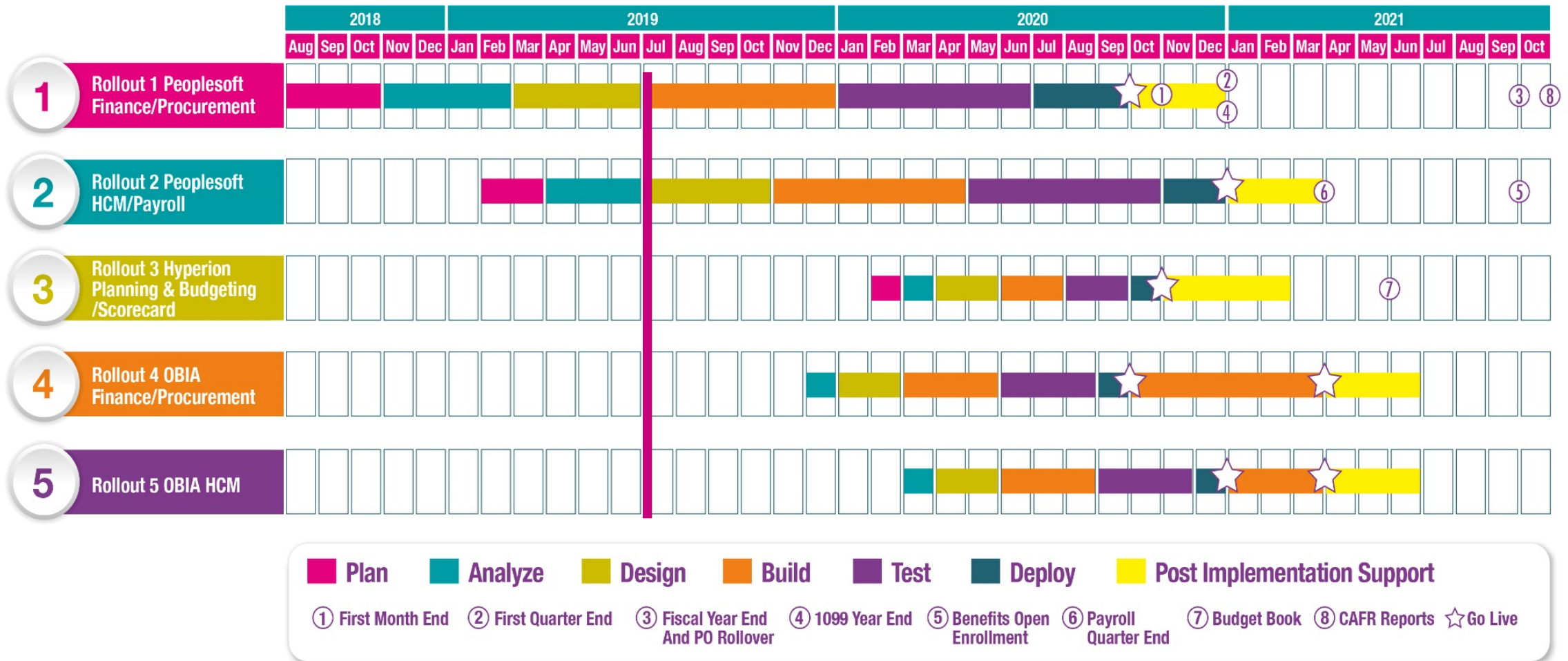
Business Leadership Council (BLC) Purpose

The Business Leadership Council will review decisions, issues and system modifications that arise from the implementation of the ERP. The Business Leadership Council will provide input into the design and build of the ERP. The ERP will provide functionality in the areas of Budget, Finance, Human Resources, Supply Chain, Information Technology and Change Management.

Responsibilities:

- Review decisions, issues and system modification that arise from the EDGE Project Team
- Provide input to the EDGE Project Team from your respective department
- Provide suggestions regarding the design of the ERP System
- Provide details/clarification regarding department specific legacy systems
- Bring issues or concerns to the EDGE Project Team
- Contribute to the resolution of issues or concerns

EDGE Project Timeline



Select Key Changes

- Systems that are going away: FAMIS, ADPICS, IWA, FAS
- Significant changes: Chart of Accounts / Account Payable / Expenses processes
- New Functionalities: Electronic workflow / Integration

Creating the Miami-Dade County ERP

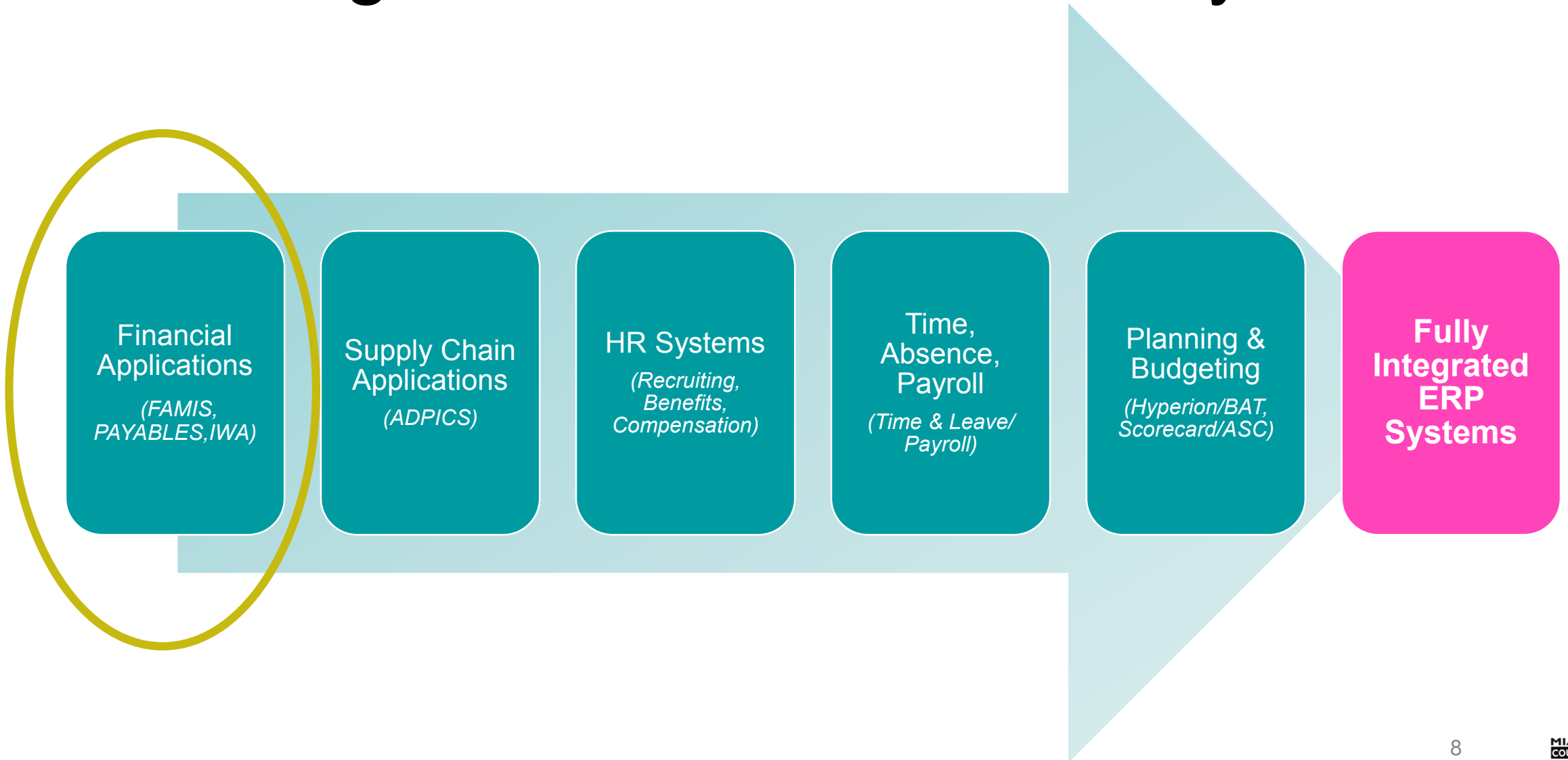
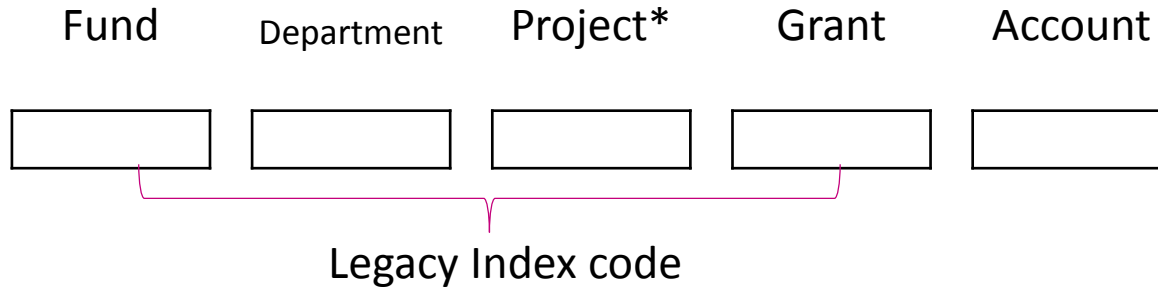


Chart of Accounts

- Moving to multi (5) segment independent chart of accounts from Index code



- Accounts, Funds will be defined centrally
 - Collection task for Department, Project and Grant will be issued as a follow up to office hours meetings
 - Crosswalk between FAMIS COA elements and Peoplesoft chartfields to be developed and used for conversions and potentially interfaces
- Transaction codes no longer in use
 - Submodules (AP,AR) will default offsetting (control) accounts
 - Debits/Credits required for manual journal entries

Accounts Payable

- Matching changes and working with match exceptions
 - 2 way matching on services / 3 way on goods
- Receiving will be required on PO related invoices
- Approval workflow now in PeopleSoft
 - Payment request (direct vouchers)
 - Invoices will be scanned and vouchers will be created in PeopleSoft
- Supplier portal will be available
 - Payment information
 - PO information
 - Self - service

Expenses

- Automated online process
- Travel authorization, expense reports and cash advances will be electronically approved using workflow
- Mileage reimbursement now done as Expense report
- Once HCM is live, employee reimbursements and cash advances will be paid with payroll

Interface approach

Most Interfaces will not go into General Ledger directly, rather to submodules

- Vouchers, Deposits, etc..

Layout will be provided for each interface type

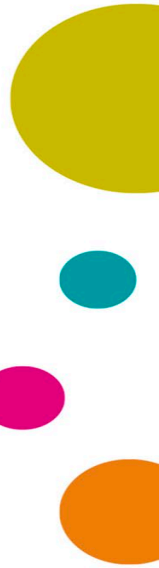
- Interface files provided must match standard layout
- Interface can optionally reference cross-walk table

Time frame for multiple testing cycles will also be provided

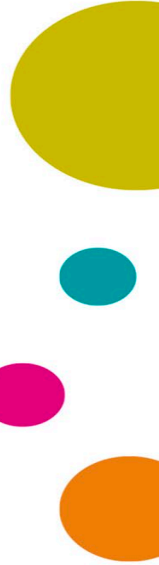
- Smoke testing
- Interface testing

Please work with your external 3rd parties to advise of changes coming

Questions



Appendix



Governance Decision Structure

Issues → Recommendations → Escalations

Executive Sponsors / Steering Committee

- Review and approve changes to project time, scope and / or cost
- Approve changes in business practice or process

Enterprise ERP Business Leadership Council

- Review, vet and make business solution changes impacting project time, scope and / or cost

Project Management Office (including full Project Team & Leads)

- Day to day management and execution of the project
- Implement requirements as agreed by Miami-Dade County and Accenture in the Statement of Work
- Manage appropriate changes to the Statement of Work not impacting overall time, scope and / or cost

Business Leadership Council

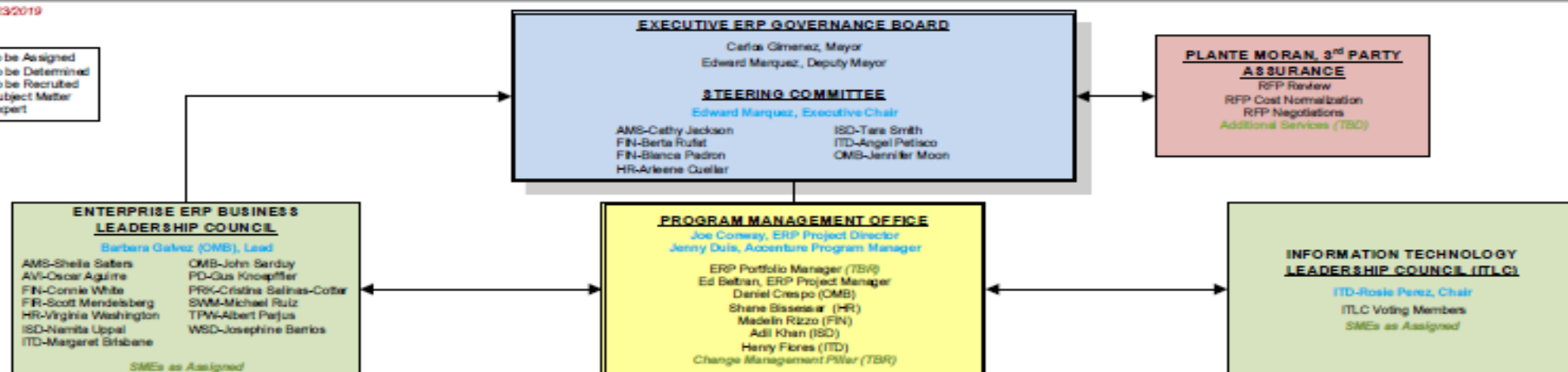
- Analyze and provide recommendations beyond the stated project scope as agreed by Miami-Dade County and Accenture in the Statement of Work
- Assess and validate business process and technical recommendations for department or cross-department impacts

Strategy → Decisions → Resolution

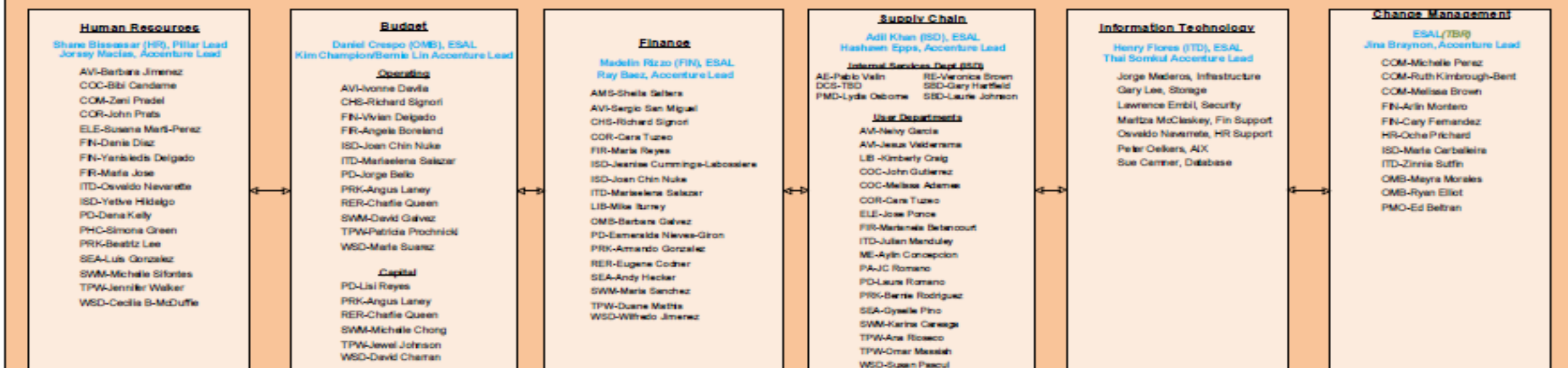
Miami-Dade County ERP Governance Structure

Revised 05/23/2019

Notes: TBA – To be Assigned
TBD – To be Determined
TBR – To be Recruited
SME – Subject Matter Expert



BUSINESS-STRATEGIC AREA LEADERSHIP COUNCILS



The BLC members role is that of guidance and decision making for the specific county department under the umbrella of the particular Strategic Area (i.e. OMB, FIN, HR, etc). This panel will provide guidance to the Module Team members that are responsible for the day to day project activities that pertain to a specific Module. In addition, the BLC members will participate in the Change Management development and be involved with testing phases.