



## HRMS Training Materials Update Project

### Project Goals

- Establish a centralized website, modernizing the look, feel, usability, accessibility, and maintainability of the HRMS training materials.
- Update the content, while integrating the business rules (tips) with the technical how-to.

### Status

Personnel Management chosen as the first module to undergo review and updating. Systems Analyst, HRMS technical staff and OFM subject matter experts are collaborating on reviews.

- New site is in development and the web team is testing functionality.
- Approximately half of the module user procedures are being finalized for agency subject matter expert review.
  - Staff turnover and end-of-fiscal year activities negatively affected the project timeline. Project is working on mitigation strategies with the goal to have a product available late fall.
- Separate parallel effort with agency users to update the HRMS reports procedures.

## IT Professional Structure Implementation

### Project Goal

Implement new classification and compensation structure for the state's IT workforce.

### Status

- Bargaining continues with the five unions representing general government and higher education classified IT workers.
- Quarterly IT position description evaluations taking place August 7 & 8, 2018. Currently have 218 IT PD's to review.
- HR/IT Advisory Committee comprised of HR & IT leaders from a variety of agencies and higher education institutions will meet again on August 13, 2018.

## Workforce Data & Trends fiscal year update

State HR publishes quarterly and fiscal year workforce data on our website at:

<https://ofm.wa.gov/state-human-resources/workforce-data-planning/workforce-data-trends>

FY18 data updates area scheduled for publication m. Data that is only updated annually:

- |   |                             |
|---|-----------------------------|
| • Workforce Profile                     | • Length of Service         |
| • Workforce Age                         | • Workforce Turnover        |
| • Annual Salary                         | • Turnover Retirement       |
| • Wage Adjustments and Salary Increases | • Turnover Resignation      |
| • Overtime Compensation                 | • Movement Between Agencies |
| • Hiring and Staff Movement             | • Layoff Activity           |
| • New Hire Age                          |                             |



## WWA Implementation

### Project Goal

The Washington Workforce Analytics (WWA) enterprise reporting solution will replace the HRMS Business Warehouse / Business Intelligence (BW/BI) system. The new system will use data from both HRMS and the Agency Financial Reporting System (AFRS) to provide timely accurate workforce data to help state agencies make informed business decisions.

### Status

- WWA in production and available to agencies.
- Decommissioning of BI/BW in progress. All users are strongly encouraged to attend WWA training if they haven't, and build custom queries in WWA. Once BI/BW is decommissioned, there will be no access to retrieve queries.
- Register for training via the LMS. WWA scheduled training dates:
  - Tuesday 8/07/2018 8:00 a.m. to 3:30 p.m.
  - Tuesday 8/21/2018 8:00 a.m. to 3:30 p.m.
  - Wednesday 9/05/2018 8:00 a.m. to 3:30 p.m.
  - Tuesday 9/11/2018 8:00 a.m. to 3:30 p.m.
  - Tuesday 9/18/2018 8:00 a.m. to 3:30 p.m.
  - Monday 9/24/2018 8:00 a.m. to 3:30 p.m.
  - Tuesday 10/2/2018 8:00 a.m. to 3:30 p.m.
  - Tuesday 10/16/2018 8:00 a.m. to 3:30 p.m.

## Enterprise HR Portal

### Project Goal

Create an online, secured site to share information that is not appropriate for general public distribution with the general government and higher education HR community.

### Status

- Developing an enterprise HR portal (*no official name yet*) that will be linked on the OFM State HR website. HR users can login and access posted information. The site is currently in development with OFM Communications and the WaTech web team.
- In the next several weeks, a communication will go out to agencies and higher education institution HR managers requesting a list names and e-mail addresses of HR staff for access to the HR portal.