

**EASTERN NEBRASKA HUMAN SERVICES AGENCY
AND REGION 6 GOVERNING BOARD MEETING MINUTES
ENHSA Special Meeting via Conference Call
January 3, 2019**

The following Board Members in attendance: Jim Warren (Sarpy County) and Lisa Kramer (Washington County)

The following Board Members Not in Attendance: Janet McCartney (Cass County); David Saalfeld (Dodge County); Mary Ann Borgeson (Douglas County)

The following Staff Members were present: Dennis Loose, Trish Bergman, Sarah Graham, Debbie Herbel and Robyn Hansen

The following Workday Staff Members were present and introduced themselves: Todd Eubanks (Organizer); Martha Thompson; Brett Topham; and Mike Dietz

This memo was part of the meeting invitation for January 3, 2019 at 12:00n.

Dear Governing Board members,

The Directors of ENHSA, ENCOR, ENOA and ALPHA have been researching and listening to presentations from software companies for the past several months.

The companies we have received bids from are People soft, Lifion; which is a part of ADP, and Workday. We have unanimously decided to request approval for Workday. Workday will be making a presentation to the Governing Board in January.

PURPOSE: Efficiency, remove current silos of depts., and assist Directors with up to the minute information to run their agencies, as well as many other benefits.

ANNUAL COST: Work day will replace our current timekeeping system (ADP, ACA benefits) current applicant tracking (file maker) Finance software (MIP/Quick books and Sage). Current annual cost of these systems are approximately \$275,000, proposed annual cost of Workday \$304,051. The first year will be a duplication of systems.

IMPLEMENTATION COST: A third party vendor is necessary to transition our current systems to Workday. This will be an 8-12 month project with an implementation cost of \$1,090,150.00. for the cost of Navigator to complete the implementation, a cost of \$102,046 to Workday for project implementation and a cost of \$75,030 in training of staff and training materials.

Attached is the information containing prices and Workday information. These are not final documents, Chris has reviewed these and made suggestions which were sent back to the companies for revisions.

Thanks
Debbie (Herbel)

They reviewed organizations who presently use Workday and their systems that they use. The proposed implementation plan was determined to start in February and to go live sometime in December 2019.

Jim Warren, Board Member, had no questions and was interested in ENOA's thoughts on this implementation. Dennis advised that he has been working with Debbie, Sarah and Robyn on the whole process. He feels this process makes sense and has his full support.

Sarah explained to Jim that when they were investigating software companies they were looking at how to take older systems and update them so that staff would be spending less time on data work and would be able to work on other larger projects. The goal is to get the agency working at a faster pace. They found that the Workday software was the only option that allows them to incorporate every single portion of the agency so that work is no longer being duplicated. They feel data driven decisions can be made more quickly using the Workday software and can focus on projects that will enhance the growth of the agency.

Dennis advised that the ongoing cost of the software is a few dollars more than what is being normally spent now. The other costs which will be explained at the Board meeting have been worked out satisfactorily.

Lisa would like to see a breakdown of implementation costs to show the value of efficiency in dollars. Sarah and Debbie explained that the cost implementation is for the six modules listed and the on-site training. The Workday staff gave an explanation of why the implementation cost is so high. Workday staff agreed to provide a more detailed analysis of the implementation costs prior to the Governing Board meeting for the Board to review.

The presentation on the delivery assurance and private training portions was discussed. The delivery assurance will have a very experienced "Workday engagement manager" who will be involved on an ongoing basis throughout the process and there will be a series of check points to validate that there are no conflicts with the configuration or the integration. They discussed the steps in the training process.