## Project Team

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Projects</th>
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<tbody>
<tr>
<td>Mike Ricchio</td>
<td>Executive Sponsors</td>
<td>ERA</td>
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<tr>
<td>Chris Lamb</td>
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<tr>
<td>Shawn Merchant</td>
<td>Project Director</td>
<td>ERA</td>
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<tr>
<td>Kim Smith</td>
<td>Product Owner</td>
<td>ERA</td>
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<tr>
<td>Rose Bossio</td>
<td>DRS Project Manager</td>
<td>ERA Build</td>
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<td></td>
<td>Employer Information System (EIS) – Business Process Management (BPM) Phase (complete)</td>
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<tr>
<td>Sue Gordon</td>
<td>Technical Project Manager</td>
<td>Technology Procurement</td>
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<td>ERA Build Technical Team Manager</td>
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<tr>
<td>Rachel Nesse</td>
<td>Change and Communications Manager</td>
<td>ERA Build</td>
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<td>Employer Engagement/Project Communications</td>
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November 14, 2013
Project Update

- Continued planning activities for the “Build” Phase of the Employer Reporting Application (ERA) Project
  - Facilities planning
  - Began hiring team members
  - Preparing technical environment for the BPMS

- Independent Quality Assurance (QA) consultant developed project QA Plan and began QA activities

- Continued procurement process for technology platform (BPMS)

- Continued organizational change management and communications activities
BPMS Procurement Accomplishments

- Published RFP – August 28, 2013
- Held “Get to Know You” Conference – August 30, 2013
- Held Mandatory Bidders Conference – September 20, 2013
- Posted Responses to Bidder Questions – October 2, 2013
- Received Bidder Proposals – October 18, 2013
- Completed Stage 1 Review (Minimum Qualifications) – October 29, 2013
- Began Stage 2 Review (Business and Technical Requirements)
Technology Platform - Procurement

- **Start**: Wed 8/28/13
- **Finish**: Mon 5/5/14

**Stage 1 - Evaluation of Minimum Qualifications**
- 10/23/13 - 10/29/13

**Stage 2 - Evaluation of Requirements/Cost Proposals**
- 10/30/13 - 11/25/13

**Stage 3 - Demos and Interviews**
- 11/25/13 - 1/16/14

**Stage 4 - IPS Workshops/Contract Negotiations**
- 1/23/14 - 4/8/14

- **RFP Published**: 8/28/13
- **Bidders' Conference**: 9/20/13
- **Proposals Due**: 10/18/13
- **Announce Apparently Successful Bidder**: 4/18/14
- **Contract Begins**: 5/5/14

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**Where we are today!**

November 14, 2013
Organizational Change Management and Communications

Organizational Change Management

Communications

Training, Education, Knowledge Transfer

• Coordinate Change
• Support Successful Adoption
• Maintain Productivity
• Minimize Disruption
• Manage Risk

DRS Employees

Employers

Stakeholders

November 14, 2013
Communications Accomplishments

✓ Updated Employer Reporting Application Project website page (goal is to post monthly updates)

✓ Identified key individuals/employers/employee groups to begin employer outreach

✓ Developed draft ERA advisory and work group structure
DRAFT ERA Advisory/Work Group

**Structure**

- **Employer Advisory Committee (EAC)**
  - Rep 1
  - Rep 2
  - Large and Small
  - East and West
  - State Agencies
  - Local Gov
  - School Districts

**ERA Advisory Group**

- Provide specific ERA project steering and guidance

**Work groups**

- Training Work Group
  - will be convened for specific tasks

- Business Process Work Group

- Technical Work Group

- Early Adopters

November 14, 2013
Employer Reporting Application (ERA) Build Phase – “DRAFT” Timeline

- **Contract Begins**: 5/5/14
- **Start**: 5/5/14
- **BPMS Installed**: 6/30/14
- **Build/Test ERA**: 7/1/14 - 6/30/15
- **Early Adopters Begin Using ERA**: 7/1/15
- **Stabilize/Optimize ERA**: 7/1/15 - 12/31/15
- **Begin Rollout to All Employers**: 1/1/16
- **Finish**: 1/1/16

November 14, 2013
Questions?