

FOR STATE MEMBER USE ONLY



Human Resource Information Systems Resource Directory

August 2007

Introduction

As a service to its member states, the National Association of State Personnel Executives has developed this Human Resource Information Systems Resource Directory to assist states with Human Resource Information Systems (HRIS). This suggestion to compile this directory was made at the NASPE mid-year meeting in January of 2007. This directory contains information on key HRIS contacts in each state, an inventory of HRIS systems used in each state, and information on future plans of each state. In order to prepare this resource, we surveyed the states in May of 2007.

The raw data for this directory will be placed in the Members' Only section of the NASPE website.

It is our intention to include this survey in the consolidated annual survey of NASPE members in order to maintain current data on HRIS in state government.

If you have questions concerning this document, please contact Leslie Scott, NASPE Association Manager, at (859) 244-8182 or lscott@csg.org or Lisa Collins, NASPE Program Associate, at (859) 244-8179 or lcollins@csg.org.

Current HRIS Systems

Of the 35 states that responded to the HRIS Survey, the following are the results of the responses regarding their currently used HRIS system.

States Currently Using PeopleSoft:

- Connecticut
- Delaware
- Georgia
- Indiana
- Kansas
- Massachusetts
- Minnesota
- Montana
- New Mexico
- New York
- Ohio
- Oklahoma

States Currently Using Other Systems:

- Alabama- AMS
- Alaska
- Florida- Convergys customized SAP
- Kentucky- McCormick and Dodge, IDMS
- Maine- MFASIS
- Missouri- CGA-AMS
- Nebraska
- Nevada- AMS Advantage
- Virginia- Payroll/Leave is in a separate system controlled by a different agency
- Wyoming- AMS

States Currently Using SAP:

- Florida
- Louisiana
- Pennsylvania
- Utah
- Washington

States Currently Using Lawson:

- Michigan
- South Dakota

States Currently Using a Custom System:

- California
- Idaho
- Kentucky
- Maryland
- Mississippi
- New Jersey
- North Carolina
- Oregon
- South Carolina
- Tennessee
- Utah
- Virginia

Planned HRIS Systems

Respondents were asked if their state is considering a new HRIS system or is in the implementation process. The following details the results of the responses gathered.

Formulating the business case for a new HRIS system:

- Maryland
- Mississippi
- Oregon
- Virginia
- Wyoming

Formulated business case and are seeking funds for a new HRIS:

- Alabama
- Alaska
- Maine
- Massachusetts

Secured funds and are in the blueprinting or design phase:

- California
- Georgia
- Kentucky
- South Carolina

In the implementation phase and have a planned go-live date:

- Delaware
- Indiana
- Kansas
- North Carolina
- Ohio
- Tennessee
- Wyoming

State	Planned HRIS System		
	PeopleSoft	SAP	Other
California		X	
Delaware	X		
Georgia	X		
Indiana	X		
Kansas	X		
Kentucky		X	
Maine			X AMS Advantage
Massachusetts	X		
New Mexico	X		
North Carolina		X	
Ohio	X		
South Carolina		X	
Tennessee	X		
Wyoming	X		

Current Online Application & Tracking Systems

Several Online Employment Application and Applicant Tracking systems are currently being utilized by the responding states. Five respondents have no online application system at this time. The most commonly used Online Employment Applications systems were custom built.

States Currently Using JobAps:

- Delaware

States Currently Using PeopleAdmin:

- Virginia

States Currently Using Sigma:

- Maryland
- New Jersey

States Currently Using SAP eRecruitment:

- Washington

States Currently Using PeopleSoft eRecruit:

- Indiana
- New Mexico
- Ohio

States Currently Using Custom Systems:

- Alabama
- Alaska
- California
- Georgia
- Idaho
- Kansas
- Kentucky
- Maine
- Minnesota
- Mississippi
- Missouri
- New York
- North Carolina
- Tennessee
- Utah
- Wyoming

States Currently Using Other Systems:

- Florida- Authoria
- Kentucky- FileNet
- Massachusetts- Homegrown
- Michigan- Lawson e-Recruiting
- Minnesota- Resumix
- Nebraska- Personix
- Nevada- AERIS Enterprise, Inc.
- Pennsylvania- Their Civil Service Commission has a custom web application

Planned Online Application & Tracking Systems

Formulating the business case for a new HRIS system:

- Kansas
- Maryland
- South Dakota

Formulated business case and are seeking funds for a new HRIS:

- Massachusetts
- Montana
- New York

Secured funds and are in the blueprinting or design phase:

- California
- Georgia
- Louisiana
- North Carolina
- Oregon

In the implementation phase and have a planned go-live date:

- Alabama
- Indiana
- Kentucky
- Ohio
- Oklahoma
- South Carolina
- Tennessee

State	Planned Online Application Vendor			
	JobAps	NEOGOV	PeopleSoft eRecruit	Other
California	X			
Delaware	X			
Georgia			X	
Indiana			X	
Kentucky				X
Massachusetts			X	
Montana			X	
New Mexico			X	
Ohio			X	
Oklahoma	X			
Oregon				X
South Carolina		X		
Tennessee		X		
Utah				

Inventory of Automated HR Functions

The following chart illustrates the results of the respondents' automated HR functions and whether these functions are fully automated statewide (F) or partially automated (P). More details regarding their implementation can be found on the state's summary page.

	Training or Learning Mgmt.	Perf. Evaluation	Leave Request & Approval	Time & Attendance	Computerized Testing	Competency Management	Online Position Descriptions
Alabama	P	-	-	P	-	-	-
Alaska	P	P	-	P	-	-	F
California	-	-	-	-	P	-	-
Connecticut	-	-	-	-	-	-	-
Delaware	P	P	P	P	-	-	-
Florida	P	P	F	F	-	-	-
Georgia	P	P	-	-	-	P	F
Idaho	P	P	-	F	F	-	-
Indiana	F	-	-	P	-	P	F
Kansas	-	-	P	-	-	-	P
Kentucky	-	P	-	-	P	-	F
Louisiana	P	-	P	-	-	-	P
Maine	P	-	-	P	-	-	P
Maryland	-	-	-	P	-	-	-
Massachusetts	F	P	-	P	-	-	F
Michigan	P	F	P	P	P	F	P
Minnesota	F	P	P	F	-	P	P
Mississippi	F	-	-	P	-	-	F
Missouri	-	F	P	-	-	-	-
Montana	F	P	-	P	-	P	-
Nebraska	-	-	P	P	-	P	-
Nevada	P	P	P	P	P	-	F
New Jersey	F	F	P	F	-	-	F
New Mexico	-	-	F	F	-	-	-
New York	P	-	-	P	F	-	-
North Carolina	-	-	-	-	-	-	-
Ohio	-	-	-	P	P	-	-
Oklahoma	P	P	-	-	F	-	-
Oregon	P	P	-	P	-	P	-
Pennsylvania	P	-	F	F	F	-	F
South Carolina	P	-	F	-	-	-	P
South Dakota	F	-	F	F	-	-	-
Tennessee	P	-	-	F	P	-	-
Utah	-	P	F	F	-	-	F
Virginia	F	F	F	-	-	-	-
Washington	P	-	-	-	-	-	-
Wyoming	-	-	-	-	-	-	-

Successes in Implementation

The survey respondents were asked to name five things that they did well in the implementation process that contributed to the overall success of the implementation. Many states listed areas with similar themes. The following are some of the responses most identified in the survey.

- **Top-Down support by executives and stakeholders is imperative** – several states discussed how they involved the administration, legislature, and top executives from departments along the way.
- **Communicate, Communicate, Communicate!** – have a multi-faceted communication strategy that continually informs stakeholders, end users, and others of the progress of the project and important decisions. Consider having a project web site, email distribution list, or list serves.
- **Involve the end users – early and often!** – Ultimately, it will be the users of the system that go a long way towards determining success or failure. Involve your end users as much as possible. A balance between involvement and staying on schedule is important.
- **Set realistic expectations** – it is important not to oversell the functionality, ease of use, or ease of data extraction and reporting. While all three of these functions are addressed in today's HRIS systems, there is a substantial learning curve and inherent limitations.
- **Build a strong project team** - Staff the project with your best people and provide incentives for being a member of the team if possible. Involve the best people from HR and Payroll. The project team should be structured where it is solely dedicated to this effort. Target participation by your subject matter experts. Consider centralizing your project team.
- **Strong project management** – a strong state project manager is important to the success of the implementation. States responded that a good team-oriented project management team that meets at regular intervals worked very well. The project manager should ideally have an HR background. Be careful not to let this evolve into an "I.T." project.
- **Consider outside consulting support** – these projects are very large statewide implementations. Consultants who have experience in these large and complex implementations contributed to the success of the implementation for several states. States used experienced third-party integrators, business process consultants, and implementation experts.
- **Consider phasing the system in** – several states used a phased approach to manage the implementation. This allowed them to build successes along the way, learn and adjust, and build confidence in the implementation methodology.
- **Develop an excellent training model** – training in the use of the system and how it relates to your business processes is critical. You will likely develop a varied approach including classroom training, web-based training, and will rely upon excellent documentation.
- **Test the system thoroughly** – states discussed various approaches to systems testing – but most agreed that this was a critical step to success. Through structured, script-

oriented testing, users develop a real understanding for how the system works, what the system does, and what the system doesn't do.

- **Avoid scope creep and subsequently “time” creep** – once you have determined the scope of the project, stick to it. If you allow the scope to continually change, the project time frame will follow (and lengthen).
- **Other Comments**
 - There is a fine line between letting the system dictate your business processes and allowing your business process to cause modifications to the base system. To the greatest extent possible, limit system modifications in order to ease the task of staying current with new releases of the software.
 - Do not underestimate the need for change management in these implementations. There will be fear, uncertainty, and doubt among users. Take proactive steps to help them through this change.
 - Allow ample time to evaluate the data in your legacy system. This is the data that will likely be used to feed the new system. Some states performed several “mock” conversions of the data to allow time for data cleansing.

Lessons Learned in Implementation

The respondents were then asked what would be five things that they would do differently in implementing an HRIS. Many of these responses were similar as well and mirrored those listed above. The following include some of those responses.

- **Much more training** – this was a theme found throughout many of the responses. Comments like “more specific training”, “better step by step job aids”, and “more end user training to be delivered through the web” were common among the respondents. More and better training was the topic mentioned most under lessons learned.
- **Engage the users earlier in the process** – many states indicated that more involvement by users and at earlier stages in the project would have contributed to a more successful implementation. “Solicit more input from end users and agency personnel managers/directors” was one comment which seemed to sum up the sentiment.
- **More in depth end user system testing** – several states commented on the importance of system testing by their users and how better and more thorough testing would have contributed to greater success.
- **A greater emphasis on change management** – these systems generally fundamentally change many of your business processes. The need for not only initial, but ongoing change management is critical. This need does not end upon initial implementation.
- **Dedication of resources to the project team** – several states commented on the need to build a strong, dedicated project team. As one state commented – “Have more committed staffing resources – working part-time on a project is hard to maintain”. Comments also included the need to maintain a larger post-implementation support team, keep the same subject matter experts for the entire project, and a greater allocation of support resources.
- **Truly understand the functions of the system** – and conversely, make sure you have identified your business requirements of an HRIS system before selecting a package. Some of the comments included “better requirements definition”, “truly analyze your business processes”, and “conduct more extensive fit-gap sessions”.
- **More emphasis on reporting and access to information** – while self explanatory, this is critical to the overall success of an HRIS system.
- **Other comments included:**
 - Focus on communication with all parties involved throughout the project.
 - Minimize system modifications. Fully understand the impact of customizations on how that affects base functionality.
 - Some implementations focus too much on the financial side and not enough on the Human Capital Management side. Keep HR at the forefront of the discussion.

- Use this as an opportunity to change past business practices where this makes sense. This is also an outstanding opportunity to standardize business practices across the enterprise.
- Only by the modules you intend to use. The ongoing maintenance cost can be significant.
- After you have your HRIS system implemented, you will be faced with the task of software upgrades. Treat these as seriously as the initial implementation.

State Responses

Alabama
Alaska
California
Connecticut
Delaware
Florida
Georgia
Idaho
Indiana
Kansas
Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
Nevada
New Jersey
New Mexico
New York
North Carolina
Ohio
Oklahoma
Oregon
Pennsylvania
South Carolina
South Dakota
Tennessee
Utah
Virginia
Washington
Wyoming

Alabama

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Current HRIS System in Production: AMS, Version HR 2000
 Original Go-Live Date: 1991

Number of Employee Records Maintained by HR Payroll System: 38,000
 Number of Employees Paid Out of HR Payroll System: 38,000

The State of Alabama is in the benchmarking phase of implementing a new HRIS system.

Current Online Application and Applicant Tracking System:

Alabama is currently using a custom built Online Employment Application and Applicant Tracking System. They went live with the system in May of 2007.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X		X	
Computerized Testing					
Competency Management					
Online Position Descriptions					

Alaska

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Current HRIS System in Production: Other

Number of Employee Records Maintained by HR Payroll System: 19,685
 Number of Employees Paid Out of HR Payroll System: 26,227

The State of Alaska has formulated the business case and is in the process of seeking funds for a new HRIS system.

Current Online Application and Applicant Tracking System:

Alaska currently utilizes a custom Online Application and Applicant Tracking System in Lotus Notes. They have been in production with this system for nine years and have no plans to implement a new system.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X			X
Performance Eval. Or Mgmt.		X			X
Leave Request & Approval					
Time & Attendance		X			X
Computerized Testing					
Competency Management					
Online Position Descriptions	X				X

California

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Current HRIS System in Production: Custom
 Original Go-Live Date: 1974

Number of Employee Records Maintained by HR Payroll System: 280,000
 Number of Employees Paid Out of HR Payroll System: 280,000

The State of California has secured funds and is in the blueprinting or design phase of implementing a new HRIS system. They plan to utilize SAP as their HRIS solution.

Current Online Application and Applicant Tracking System:

California currently uses a custom built system for their Online Application and Applicant Tracking. They have been using this system for 30 years. They have secured funds and are in the blueprinting or design phase of implementing JobAps as their new Online Application vendor.

General Comments:

The State Personnel Board is responsible for the examination and selection system. The State Controller's Office is responsible for personnel payroll services. The two systems must interface for information on state employees.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance					
Computerized Testing		X			X
Competency Management					

Connecticut

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Other Contact: Steve Soklow, HR Consultant
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Current HRIS System in Production: PeopleSoft, Version 8.9
 Original Go-Live Date: October 2003

Number of Employee Records Maintained by HR Payroll System: 96,688
 Number of Employees Paid Out of HR Payroll System: 95,120

The State of Connecticut has no plans to implement a new HRIS system as this time.

Current Online Application and Applicant Tracking System:
 Connecticut does not currently have an Online Employment Application system.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance					
Computerized Testing					
Competency Management					
Online Position Descriptions					

Delaware

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Current HRIS System in Production: PeopleSoft, Version 8.8
 Original Go-Live Date: 1999

Number of Employee Records Maintained by HR Payroll System: 33,000
 Number of Employees Paid Out of HR Payroll System: 33,000

The State of Delaware is in the implementation phase and has a planned go-live date of February of 2009 to upgrade to PeopleSoft, Version 8.9. They will be adding the Financial portion of the system at that time.

Current Online Application and Applicant Tracking System:

Delaware currently uses JobAps as their Online Application and Applicant Tracking vendor. They have been in production since March 24, 2007.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X			X
Performance Eval. Or Mgmt.		X	X		
Leave Request & Approval		X	X	X	X
Time & Attendance		X	X	X	
Computerized Testing					
Competency Management				X	
Online Position Descriptions					

Florida

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Other Contact: Jimmy Cox, System Design Team Lead
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Current HRIS System in Production: SAP, Version 4.6C
 Original Go-Live Date: August-November 2004

Number of Employee Records Maintained by HR Payroll System: 132,120
 Number of Employees Paid Out of HR Payroll System: 132,120

The State of Florida reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:
 Florida has been using Authoria, Version 3.5 as their Online Application vendor for the past four years. They plan to upgrade the current Authoria 3.5 to Version 10.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X			X
Performance Eval. Or Mgmt.		X			X
Leave Request & Approval	X				X
Time & Attendance	X				X
Computerized Testing					
Competency Management					
Online Position Descriptions					

Other Automated HR Functions include Total Benefits enrollment of 228,000 participants

Georgia

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Other Contact: Steve Stevenson, Commissioner
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Current HRIS System in Production: PeopleSoft, Version 8.8 (Upgraded to 8.8 in 2006)
 Original Go-Live Date: 1998

Number of Employee Records Maintained by HR Payroll System: 82,000
 Number of Employees Paid Out of HR Payroll System: 82,000

The State of Georgia is in the process of enhancing their current PeopleSoft system by adding additional modules. Georgia does not have a centralized Time and Attendance or Leave Request System; however, each agency can implement a system at the agency level.

Current Online Application and Applicant Tracking System:

Georgia currently uses a custom system for their Online Employment Application and Applicant Tracking system. They have used this system for the past nine years. They have secured funds and are in the blueprinting or design phase of implementing PeopleSoft eRecruit as their new vendor.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X	X		
Performance Eval. Or Mgmt.		X	X		
Leave Request & Approval					
Time & Attendance					
Computerized Testing					
Competency Management		X	X		
Online Position Descriptions	X				X

Idaho

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Other Contact: Audrey Musgrave, Bureau Chief- Payroll Service
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Current HRIS System in Production: Custom, Version 3
 Original Go-Live Date: 7/1/1977

Number of Employee Records Maintained by HR Payroll System: 25,328
 Number of Employees Paid Out of HR Payroll System: 23,801

The State of Idaho has reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

Idaho currently uses a custom built Online Application and Applicant Tracking system. They have used this system for the past five years and have indicated no plans to implement a new system.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X			X
Performance Eval. Or Mgmt.		X		X	X
Leave Request & Approval					
Time & Attendance	X				X
Computerized Testing	X			X	X
Competency Management					
Online Position Descriptions					

Indiana

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Current HRIS System in Production: PeopleSoft, Version 8.9
 Original Go-Live Date: September 1999

Number of Employee Records Maintained by HR Payroll System: 37,000
 Number of Employees Paid Out of HR Payroll System: 0

In July 2007, Indiana will be upgrading their current version of PeopleSoft to release Version 8.9 and will begin using North America Payroll in early 2008.

Current Online Application and Applicant Tracking System:

Indiana has used PeopleSoft eRecruit, Version 8.81 as their Online Application vendor for the past two years. They are in the process of upgrading to PeopleSoft, Version 8.9 Talent Acquisition/Candidate Gateway.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X		X		
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X	X		
Computerized Testing					
Competency Management		X	X		
Online Position Descriptions	X		X		

Kansas

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Current HRIS System in Production: PeopleSoft, Version 8.0 sp1

Original Go-Live Date: 12/17/1995

Number of Employee Records Maintained by HR Payroll System: 65,300

Number of Employees Paid Out of HR Payroll System: 56,496

The State of Kansas is in the implementation phase of a new version of PeopleSoft and is planning for a go-live date of July 25, 2007.

Current Online Application and Applicant Tracking System:

Kansas has used a custom Online Employment Application system for the past seven years. They are formulating the business case for the Talent Acquisition Manager portion of 8.9 starting July 25, 2007. After the implementation, they will begin looking at the Candidate Gateway functionality as a possible replacement for the custom application.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval		X			X
Time & Attendance					
Computerized Testing					
Competency Management					
Online Position Descriptions		X			X

Kentucky

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Other Contact:	Mary Elizabeth Harrod, Director MaryE.Harrod@ky.gov	502-564-6464

Current HRIS System in Production: Custom, McCormick and Dodge, IDMS
 Original Go-Live Date: 1982, 2000-2004

Number of Employee Records Maintained by HR Payroll System: 35,000
 Number of Employees Paid Out of HR Payroll System: 45,000

Kentucky has secured funds and has selected IBM to implement SAP for its HRIS system. They will begin blueprinting in July 2007. More information regarding their implementation can be found at <http://personnel.ky.gov/>.

Current Online Application and Applicant Tracking System:

Kentucky is currently using a custom system by FileNet for its Online Employment Application system. They have been using this system for the past 10 years. They plan to implement CGI/Kenexa-Brassing as their vendor in November 2007.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.					
Leave Request & Approval		X			X
Time & Attendance		X		X	X
Computerized Testing		X		X	
Competency Management					
Online Position Descriptions					

Louisiana

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IT Professional Contact: Steve Hebert, MIS Division Administrator
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Other Contact: Anne Soileau, Civil Service Director
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Current HRIS System in Production: SAP, Version ERP 2005
 Original Go-Live Date: 10/02/2000

Number of Employee Records Maintained by HR Payroll System: 70,281
 Number of Employees Paid Out of HR Payroll System: 43,892

The State of Louisiana has no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

Louisiana does not currently have an Online Employment Application system. They have received funding for a system and are currently evaluating alternatives and reviewing available solutions.

General Comments:

There are a significant number of employees in the LSU System whose personnel records are not stored along with the others in the SAP system. Louisiana has to extract data from the SAP system and combine that data with an interface they receive from the LSU system to create one combined personnel file. They cannot use SAP to report on the entire state service which is a problem.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.					
Leave Request & Approval		X	X		
Time & Attendance					
Computerized Testing					
Competency Management					
Online Position Descriptions		X		X	

Maine

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Current HRIS System in Production: MFASIS
 Original Go-Live Date: pre 1999

Number of Employee Records Maintained by HR Payroll System: 20,000
 Number of Employees Paid Out of HR Payroll System: 15,000

The State of Maine has formulated a business case and is seeking new funds for a new HRIS system. They plan to implement AMS Advantage as their new vendor.

Current Online Application and Applicant Tracking System:

Maine has been using a custom system for their Online Employment Applications for less than one year.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X		X	
Computerized Testing					
Competency Management					
Online Position Descriptions		X		X	

Maryland

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Current HRIS System in Production: Custom
 Original Go-Live Date: 1977

Number of Employee Records Maintained by HR Payroll System: 75,000
 Number of Employees Paid Out of HR Payroll System: 0

The State of Maryland is currently in the process of formulating the business case for a new HRIS system.

Current Online Application and Applicant Tracking System:

Maryland currently utilizes Sigma as their Online Employment Application vendor. They are looking to have their HR system include the employment application portion as well.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X			X
Computerized Testing					
Competency Management					
Online Position Descriptions					

Massachusetts

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Current HRIS System in Production: PeopleSoft, Version 8.1
 Original Go-Live Date: 2000

Number of Employee Records Maintained by HR Payroll System: 101,233
 Number of Employees Paid Out of HR Payroll System: 78,647

The State of Massachusetts has formulated a business case and is seeking funds to implement a new HRIS system.

Current Online Application and Applicant Tracking System:

Massachusetts currently uses a homegrown system for their Online Employment Applications. They have formulated a business case and are seeking funds to implement PeopleSoft eRecruit as their new vendor.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X			X	
Performance Eval. Or Mgmt.		X		X	
Leave Request & Approval					
Time & Attendance		X		X	
Computerized Testing					
Competency Management					
Online Position Descriptions	X		X		

Michigan

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Current HRIS System in Production: Lawson, LSF 9.0, 8.0.3 Applications
 Original Go-Live Date: March 2001

Number of Employee Records Maintained by HR Payroll System: 58,387
 Number of Employees Paid Out of HR Payroll System: 62,000 (+/-)

The State of Michigan has no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:
 Michigan implemented Lawson e-Recruiting, Version 5.8.3 as their Online Application vendor. They are currently working on a rollout date.

General Comments:
 57,176 payments were made to active employees, 88 were made to the National Guard, and 4,909 sick leave payments were made to employees that took an early out retirement.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X	X		
Performance Eval. Or Mgmt.	X		X		
Leave Request & Approval		X			X
Time & Attendance		X			X
Computerized Testing		X		X	X
Competency Management	X		X		
Online Position Descriptions		X	X		X

Minnesota

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Current HRIS System in Production: PeopleSoft, Version 8.3
 Original Go-Live Date: April 2003

Number of Employee Records Maintained by HR Payroll System: 50,000
 Number of Employees Paid Out of HR Payroll System: 50,000

The State of Minnesota reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:
 Minnesota is currently using Resumix for their Online Employment Application vendor.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X	X	X	X	
Performance Eval. Or Mgmt.		X			
Leave Request & Approval		X		X	X
Time & Attendance	X		X	X	X
Computerized Testing					
Competency Management		X		X	X
Online Position Descriptions		X		X	X

Mississippi

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IT Professional Contact: Jim Reynolds, MIS Director
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Current HRIS System in Production: Custom
 Original Go-Live Date: 1998

Number of Employee Records Maintained by HR Payroll System: 32,500
 Number of Employees Paid Out of HR Payroll System: 32,500

The State of Mississippi is currently formulating the business case for a new HRIS system.

Current Online Application and Applicant Tracking System:

Mississippi has been using a custom Online Employment Application system for the past three years.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X			X	
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X		X	X
Computerized Testing					
Competency Management					
Online Position Descriptions	X		X		X

Missouri

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Current HRIS System in Production: CGA-AMS, Version Advantage HR 2.3.2
 Original Go-Live Date: November 1, 2000

Number of Employee Records Maintained by HR Payroll System: 63,000
 Number of Employees Paid Out of HR Payroll System: 63,000

The State of Missouri reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

Missouri currently uses a custom system for their Online Employment Applications. They have used this system for the past ten years.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.	X				X
Leave Request & Approval		X			X
Time & Attendance					
Computerized Testing					
Competency Management					
Online Position Descriptions					

Montana

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Current HRIS System in Production: PeopleSoft, Version 8.9
 Original Go-Live Date: January 1997

Number of Employee Records Maintained by HR Payroll System: 14,300
 Number of Employees Paid Out of HR Payroll System: 12,500

The State of Montana reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

Montana does not currently have an Online Employment Application system. They have formulated a business case and are seeking funds for PeopleSoft eRecruit.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X		X		
Performance Eval. Or Mgmt.		X	X		
Leave Request & Approval					
Time & Attendance		X	X		
Computerized Testing					
Competency Management		X	X		
Online Position Descriptions					

Nebraska

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Current HRIS System in Production: JD Edwards ERP software PeopleSoft, Version 8.10
 Original Go-Live Date: January 2003

Number of Employee Records Maintained by HR Payroll System: 23,531
 Number of Employees Paid Out of HR Payroll System: 20,000

The State of Nebraska reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

Nebraska has utilized Personica for their Online Employment Application system for the past nine years. They are in the RFP stage of implementing a new ATS and will begin evaluating oral interviews next.

General Comments:

Nebraska is developing a custom program using JDE called Salary Change Workflow. Once implemented this process will add workflow to their reclassification system which is currently done manually. Agencies will request new positions, reclassifications and salary changes, using NIS. All supporting documents will be attached for their Class/Comp Analysts to review and all decision making will be recorded. NIS ESS is operational and employees can check their pay stubs, enroll in benefits during open enrollment, select their benefits as a new hire, and check their leave balances via the computer. They will continue to work on rolling out additional functionality in ESS and MSS.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval		X	X		
Time & Attendance		X	X		
Computerized Testing					
Competency Management		X	X		
Online Position Descriptions					

Nevada

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Other Contact: Netti DeBusk, Operations Manager
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Current HRIS System in Production: AMS Advantage with Customized Programs, Version 2.1
 Original Go-Live Date: March 1999

Number of Employee Records Maintained by HR Payroll System: 39,542
 Number of Employees Paid Out of HR Payroll System: 17,954

The State of Nevada has indicated no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:
 Nevada is currently utilizing AERIS Enterprise, Inc., Version NVAPPS, as their Online Application vendor and has been doing so for the past year.

General Comments:
 A common theme amongst everyone involved was that realistic timeframes, documentation, and early involvement and training of those involved were necessary elements to make the project successful.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X	X		X
Performance Eval. Or Mgmt.		X	X		
Leave Request & Approval		X	X		X
Time & Attendance		X	X		X
Computerized Testing		X			X
Competency Management					
Online Position Descriptions	X		X		

New Jersey

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Current HRIS System in Production: Custom

Number of Employee Records Maintained by HR Payroll System: 90,000
 Number of Employees Paid Out of HR Payroll System: 85,000

The State of New Jersey reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:
 New Jersey currently uses Sigma as their Online Employment Application system.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X				X
Performance Eval. Or Mgmt.	X				X
Leave Request & Approval		X			X
Time & Attendance	X				X
Computerized Testing					
Competency Management					
Online Position Descriptions	X				X

New Mexico

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Current HRIS System in Production: PeopleSoft, Version HRMS 8.9
 Original Go-Live Date: July 1, 2006

Number of Employee Records Maintained by HR Payroll System: 40,000
 Number of Employees Paid Out of HR Payroll System: 25,000

The State of New Mexico reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

New Mexico has been using PeopleSoft eRecruit, Version 8.9 as their Online Employment Application vendor for one year.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval	X		X		
Time & Attendance	X		X		
Computerized Testing					
Competency Management					
Online Position Descriptions					

New York

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Current HRIS System in Production: PeopleSoft, Version 8.3 Application, 8.22 People Tools
 Original Go-Live Date: July 1998

Number of Employee Records Maintained by HR Payroll System: 175,000
 Number of Employees Paid Out of HR Payroll System: 256,000

The State of New York reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

New York has used a custom Online Employment Application system since 2001. They have secured funds and are in the blueprinting or design phase of implementing a new Online Application system.

General Comments:

The Department of Civil Service is responsible for personnel administration and the State Comptroller is responsible for payroll functions. DCS has an online application system for most examinations. The system is a front-end to legacy systems used to support the rest of the examination process. DCS is planning to replace all examination-related systems with a project now in the design phase.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X		X	
Computerized Testing	X				X
Competency Management					
Online Position Descriptions					

North Carolina

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Current HRIS System in Production: Custom

Number of Employee Records Maintained by HR Payroll System: 90,000
 Number of Employees Paid Out of HR Payroll System: 90,000

The State of North Carolina will be using SAP for their HRIS system. They are in the implementation phase and have a planned go-live date of January 1, 2008.

Current Online Application and Applicant Tracking System:

North Carolina has secured funds and is in the blueprinting or design phase of implementing a custom system for their Online Employment Application system.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management			X		
Performance Eval. Or Mgmt.			X		
Leave Request & Approval			X		
Time & Attendance			X		
Computerized Testing					
Competency Management			X		
Online Position Descriptions					

Ohio

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Other Contact: Dan Parks, Data System Administrator
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Current HRIS System in Production: PeopleSoft, Version 8.9
 Original Go-Live Date: January 1, 2007

Number of Employee Records Maintained by HR Payroll System: 63,000
 Number of Employees Paid Out of HR Payroll System: 63,000

Current Online Application and Applicant Tracking System:
 Ohio will be implementing PeopleSoft eRecruit, Version 8.9 for their Online Employment Application system in the Summer of 2008.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X		X	X
Computerized Testing		X			X
Competency Management					
Online Position Descriptions					

Oklahoma

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Other Contact: Ross Tripp, Workforce Planning Manager
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Current HRIS System in Production: PeopleSoft, Version 8.1
 Original Go-Live Date: September 2006

Number of Employee Records Maintained by HR Payroll System: 40,202
 Number of Employees Paid Out of HR Payroll System: 40,202

The State of Oklahoma reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

Oklahoma is currently in the implementation phase and has a planned go-live date of the summer 2007 to implement JobAps as their Online Employment Application vendor.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X	X		
Performance Eval. Or Mgmt.		X			X
Leave Request & Approval					
Time & Attendance					
Computerized Testing	X			X	
Competency Management					
Online Position Descriptions					

Oregon

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Other Contact: Joe Adelman, Data Resources Manager
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Current HRIS System in Production: Custom
 Original Go-Live Date: 7/1/1991

Number of Employee Records Maintained by HR Payroll System: 37,681
 Number of Employees Paid Out of HR Payroll System: 37,681

The State of Oregon is formulating the business case for a new HRIS system. They have completed a business opportunity review and received money in their budget to proceed in the development of a business plan and possible request for a proposal.

Current Online Application and Applicant Tracking System:

Oregon does not currently have an Online Employment Application system. They are in the process of starting a pilot project for online applications and applicant tracking through the Oregon Employment Department's existing system.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.		X		X	
Leave Request & Approval					
Time & Attendance		X			X
Computerized Testing					
Competency Management		X		X	
Online Position Descriptions					

Pennsylvania

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Current HRIS System in Production: SAP, Version 4.6c
 Original Go-Live Date: March 2004

Number of Employee Records Maintained by HR Payroll System: 85,000
 Number of Employees Paid Out of HR Payroll System: 85,000

The State of Pennsylvania reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

Pennsylvania uses a custom web application for their Online Employment Application system and has been using this system for the past five years.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.					
Leave Request & Approval	X		x		
Time & Attendance	x		X		
Computerized Testing	X				X
Competency Management					
Online Position Descriptions	X				X

South Carolina

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Other Contact: Kelly Watkins, Human Resources Consultant
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Current HRIS System in Production: Custom
 Original Go-Live Date: 7/01/1997

Number of Employee Records Maintained by HR Payroll System: 74,273
 Number of Employees Paid Out of HR Payroll System: 0

The State of South Carolina has secured funds and is in the blueprinting or design phase to implement SAP have their HRIS vendor. They are not going live with all of their state agencies.

Current Online Application and Applicant Tracking System:

South Carolina does not currently have an Online Employment Application system. They are in the implementation phase of utilizing NEOGOV have their vendor and have a planned go-live date of August of 2007.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X		X	
Performance Eval. Or Mgmt.					
Leave Request & Approval	X				X
Time & Attendance					
Computerized Testing					
Competency Management					
Online Position Descriptions		X		x	

South Dakota

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Other Contact: Sandy Jorgensen, Director of Compensation
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Current HRIS System in Production: Lawson, Version 8.0.3.7
 Original Go-Live Date: July 2001

Number of Employee Records Maintained by HR Payroll System: 16,444
 Number of Employees Paid Out of HR Payroll System: 9,199

The State of South Dakota reported no plans to replace the existing HRIS system at this time.

Current Online Application and Applicant Tracking System:

South Dakota does not currently have an Online Employment Application system. They are in the process of formulating the business case for a new Online Employment Application system.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X		X		
Performance Eval. Or Mgmt.					
Leave Request & Approval	X				X
Time & Attendance	X				X
Computerized Testing					
Competency Management					
Online Position Descriptions					

Tennessee

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Current HRIS System in Production: Custom
 Original Go-Live Date: 1972

Number of Employee Records Maintained by HR Payroll System: 50,000
 Number of Employees Paid Out of HR Payroll System: 50,000

The State of Tennessee is in the implementation phase of utilizing PeopleSoft as their HRIS vendor with an anticipated go-live date of December 16, 2007. They are currently in the configuration stage and are writing programs to resolve areas that are not in the PeopleSoft system.

Current Online Application and Applicant Tracking System:

Tennessee has used a custom system for their Online Application System since 1980. The current system is a mainframe batch system with online screens. They have an online employment application that is a custom system and hosted by a vendor. It collects the data and sends it to their mainframe system. They are in the implementation phase of utilizing NEOGOV as their new vendor with a go-live date of December 16, 2007.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X			X
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance	X				X
Computerized Testing		X			X
Competency Management					
Online Position Descriptions					

Utah

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HR Professional Contact: Brent Cleverly, IT Director
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IT Professional Contact: Mark Mitchell, IT Manager
markm@utah.gov 801-538-9581

Other Contact: Conroy Whipple, HR Policy Director
cwhipple@utah.gov 801-538-3067

Current HRIS System in Production: SAP for Payroll/ Custom for HR
 Original Go-Live Date: March 2004/ January 1998

Number of Employee Records Maintained by HR System: 25,000
 Number of Employees Paid Out of Payroll System: 22,984

The State of Utah is currently enhancing their HR system. Their HR system is custom built and their payroll system is SAP. They have an interface created between the two systems.

Current Online Application and Applicant Tracking System:

Utah has utilized a custom Online Employment Application system for the past four years. They are in the process of upgrading their current system.

General Comments:

The HR community needs are met more fully and more cost effectively with their custom system. The payroll system is managed through the Department of Administrative Services, Finance Division.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management			X		X
Performance Eval. Or Mgmt.		X			X
Leave Request & Approval	X		X		
Time & Attendance	X		X		
Computerized Testing					
Competency Management					
Online Position Descriptions	X				X

Virginia

Survey Contact: Sara Redding Wilson
sara.wilson@dhrm.virginia.gov 804-225-2131

HR Professional Contact: Rick Pugh, Director, Agency HR Services
rich.pugh@dhrm.virginia.gov 804-225-2248

IT Professional Contact: Belchior Mira, Director, Information Technology
belchior.mira@dhrm.virginia.gov 804-225-2133

Other Contact: Bob Weaver, Senior HR Management Consultant
bob.weaver@dhrm.virginia.gov 804-225-2251

Current HRIS System in Production: Custom for HR/ Other for Payroll
 Original Go-Live Date: 7/01/1979 for HR

Number of Employee Records Maintained by HR Payroll System: 90,000
 Number of Employees Paid Out of HR Payroll System: 0

The State of Virginia is in the process of formulating the business case for a new HRIS system.

Current Online Application and Applicant Tracking System:
 Virginia currently uses PeopleAdmin as their Online Employment Application vendor.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management	X			X	
Performance Eval. Or Mgmt.	X				X
Leave Request & Approval	X				X
Time & Attendance					
Computerized Testing					
Competency Management					
Online Position Descriptions					

Washington

Survey Contact: Steve Young, CIO
SteveY@dop.wa.gov 360-664-1086

HR Professional Contact: Janell Crumpacker, HRMS OM/PA Functional Supervisor
JanellC@dop.wa.gov 360-664-9922

IT Professional Contact: Ila Kowalaski, Deputy CIO for Operations
IlaK@dop.wa.gov 360-664-9924

Other Contact: Steve Young, CIO
SteveY@dop.wa.gov 360-664-1086

Current HRIS System in Production: SAP, Version ERP 4.7
 Original Go-Live Date: February 1, 2006

Number of Employee Records Maintained by HR Payroll System: 70,000
 Number of Employees Paid Out of HR Payroll System: 65,000

Current Online Application and Applicant Tracking System:
 Washington currently uses SAP eRecruitment as their Online Employment Application vendor and has been in production since October 1, 2006.

General Comments:
Performance evaluation /management – Use ERP to track dates for reporting purposes, but not actual content – planned future enhancement; **Leave request and approval** – Some state agencies have automated shadow systems – a statewide system is a planned ERP enhancement for 2008; **Time and attendance** – Some agencies have time reporting systems that feed input files into their ERP and are subsequently uploaded into the time reporting module – employees do not generally enter their own time – a future enhancement is not planned.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management		X			X
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance					
Computerized Testing					
Competency Management					
Online Position Descriptions					

Wyoming

Survey Contact: Kate Selby
ksselby@state.wy.gov 307-777-6728

HR Professional Contact: Lori Narva, Human Resources Consultant 1
lnarva1@state.wy.us 307-777-6727

IT Professional Contact: Jeanette Beman, Information Technology Manager
jbeman@state.wy.us 307-777-6658

Current HRIS System in Production: AMS, Advantage HRM
 Original Go-Live Date: May 1999

Number of Employee Records Maintained by HR Payroll System: 9,377
 Number of Employees Paid Out of HR Payroll System: 9,377

Wyoming's Department of Transportation is in the implementation phase of a new HRIS. The Department of Transportation will be utilizing PeopleSoft. Wyoming is in the early stages of formulating a business case for a new statewide HRIS system.

Current Online Application and Applicant Tracking System:
 Wyoming currently uses a custom system for their Online Employment Application system.

General Comments:
 Wyoming's Department of Corrections uses a computerized time and attendance system KRONOS. Wyoming is evaluating solutions for competency management, performance evaluation, and online position description questionnaires.

Inventory of Automated HR Functions:

HR Function	Fully Automated Statewide	Partial Automation	Part ERP Implementation	Separate Packaged Software Solution	Custom Developed
Training/Learning Management					
Performance Eval. Or Mgmt.					
Leave Request & Approval					
Time & Attendance		X			
Computerized Testing					
Competency Management					
Online Position Descriptions					

Survey Instrument

NASPE HRIS Survey

State:	
Name of Person Completing Form:	
Email Address:	
Telephone Number:	

- Contact Information:** The staff members who can best answer questions regarding your Human Resource Information Systems are as follows:

Human Resources Professional:

Name:	
Title:	
Email Address:	
Telephone Number:	

Information Technology Professional:

Name:	
Title:	
Email Address:	
Telephone Number:	

Other Contact:

Name:	
Title:	
Email Address:	
Telephone Number:	

2. Current HRIS System in Production – Personnel Administration/Payroll System:

a. Information about the HRIS System currently in production for Human Resources and Payroll:

Check the Appropriate Box	Vendor	Version	Original Go-Live Date
<input type="checkbox"/>	Peoplesoft		
<input type="checkbox"/>	SAP		
<input type="checkbox"/>	Lawson		
<input type="checkbox"/>	Custom Developed		
<input type="checkbox"/>	Other (enter vendor)		

b. Number of active employee records maintained in the HR/Payroll System

c. Number of employees paid out of the payroll system

3. Planned HRIS System - Answer if your state is either considering a new HRIS system for Personnel Administration/Payroll or if you are in the implementation phase of a new HRIS system:

a. Status of the HRIS System:

Check Those That Apply	Phase
<input type="checkbox"/>	We are in the early stages and are formulating a business case for a new HRIS system
<input type="checkbox"/>	We have formulated our business case and are currently seeking funds for a new HRIS
<input type="checkbox"/>	We have secured funds and are in the blueprinting or design phase
<input type="checkbox"/>	We are in the implementation phase and have a planned go-live date of
Comment	

b. If your state has selected an HRIS solution, please complete the following:

Check the appropriate box	Vendor
<input type="checkbox"/>	Peoplesoft
<input type="checkbox"/>	SAP
<input type="checkbox"/>	Lawson
<input type="checkbox"/>	Custom Development
<input type="checkbox"/>	Other:

4. Current Online Application System - Online Employment Application and Applicant Tracking System

a. Information about the HRIS System currently in production for processing online applications for employment and applicant tracking.

Check those currently implemented	Vendor	Version	Years in Production
<input type="checkbox"/>	JobAps		
<input type="checkbox"/>	NEOGOV		
<input type="checkbox"/>	PeopleAdmin		
<input type="checkbox"/>	Sigma		
<input type="checkbox"/>	SAP eRecruitment Module		
<input type="checkbox"/>	PeopleSoft eRecruit (Candidate Gateway)		
<input type="checkbox"/>	Lawson e-Recruiting		
<input type="checkbox"/>	Custom Development		
<input type="checkbox"/>	Other (enter vendor):		
<input type="checkbox"/>	We do not currently have an automated system for online employment applications and applicant tracking		

5. Planned Online Application System - Answer if your state is considering a new Online Employment Application and Tracking System or if you are in the implementation phase of a new Online Employment Application and Applicant Tracking System.

a. The current status is:

Check those that apply	Phase
<input type="checkbox"/>	We are in the early stages and are formulating a business case for a new Online Employment Application and Applicant Tracking system
<input type="checkbox"/>	We have formulated our business case and are currently seeking funds for a new HRIS
<input type="checkbox"/>	We have secured funds and are in the blueprinting or design phase
<input type="checkbox"/>	We are in the implementation phase and have a planned go-live date of
Comments	

b. If your state has selected a vendor, which system are you implementing:

<input type="checkbox"/>	JobAps
<input type="checkbox"/>	NEOGOV
<input type="checkbox"/>	PeopleAdmin
<input type="checkbox"/>	Sigma
<input type="checkbox"/>	SAP eRecruitment
<input type="checkbox"/>	PeopleSoft eRecruit (Candidate Gateway)
<input type="checkbox"/>	Lawson eRecruit
<input type="checkbox"/>	Custom Development
<input type="checkbox"/>	Other (enter vendor):

6. Inventory of HR functions that are currently automated in your state:

Check All That Apply	Function	Implementation Status	Solution
<input type="checkbox"/>	Training or Learning Management	<input type="checkbox"/> Fully Automated Statewide <input type="checkbox"/> Partial Automation	<input type="checkbox"/> Part of ERP Implementation <input type="checkbox"/> Separate Packaged Software Solution <input type="checkbox"/> Custom Developed
<input type="checkbox"/>	Performance Evaluation or Performance Management	<input type="checkbox"/> Fully Automated Statewide <input type="checkbox"/> Partial Automation	<input type="checkbox"/> Part of ERP Implementation <input type="checkbox"/> Separate Packaged Software Solution <input type="checkbox"/> Custom Developed
<input type="checkbox"/>	Leave Request and Approval	<input type="checkbox"/> Fully Automated Statewide <input type="checkbox"/> Partial Automation	<input type="checkbox"/> Part of ERP Implementation <input type="checkbox"/> Separate Packaged Software Solution <input type="checkbox"/> Custom Developed
<input type="checkbox"/>	Time and Attendance (time entered by employees)	<input type="checkbox"/> Fully Automated Statewide <input type="checkbox"/> Partial Automation	<input type="checkbox"/> Part of ERP Implementation <input type="checkbox"/> Separate Packaged Software Solution <input type="checkbox"/> Custom Developed
<input type="checkbox"/>	Computerized Testing	<input type="checkbox"/> Fully Automated Statewide <input type="checkbox"/> Partial Automation	<input type="checkbox"/> Part of ERP Implementation <input type="checkbox"/> Separate Packaged Software Solution <input type="checkbox"/> Custom Developed

			Custom Developed
<input type="checkbox"/>	Competency Management	<input type="checkbox"/> Fully Automated Statewide <input type="checkbox"/> Partial Automation	Part of ERP Implementation <input type="checkbox"/> Separate Packaged Software Solution <input type="checkbox"/> Custom Developed <input type="checkbox"/>
<input type="checkbox"/>	Online Position Descriptions (at the position level)	<input type="checkbox"/> Fully Automated Statewide <input type="checkbox"/> Partial Automation	Part of ERP Implementation <input type="checkbox"/> Separate Packaged Software Solution <input type="checkbox"/> Custom Developed <input type="checkbox"/>

7. Based upon your experience in implementing and managing HRIS systems, please answer the following:

a. List 5 things that you feel that you did well that contributed to the overall success of the implementation.

- 1.
- 2.
- 3.
- 4.
- 5.

b. List 5 things that you would do differently if you were to do it over again.

- 1.
- 2.
- 3.
- 4.
- 5.

- 8.** General Comments – if you would like to add any comments to clarify your answer to any of the questions in this survey, please add those comments below: