

Time & Attendance Management System (TAMS)

July-August 2016 Update
Special Edition

Project Overview

The goal of the Time and Attendance project is to acquire a single enterprise-wide, time, leave and scheduling solution that automates manual processes, mitigates duplication of efforts and reduces errors. We are engaging stakeholders at all levels throughout the project to ensure statewide needs are adequately met. The agencies involved in the pilot project include ODOT, DEQ, and Agriculture. Oregon Department of Aviation will be using TAMS through ODOT and DLCD will be using TAMS through Agriculture as part of shared client services.

Objectives: Statewide Price Agreement - integrate with statewide and agency systems - Reports & analytics - Automated leave requests, approvals & leave forecasting
Training Communication

Exciting News

We are pleased to announce that Kronos was issued a Notice to Proceed on August 9, 2016. This allows us to begin the fun!!

July News

- The Project Team spent the majority of July preparing final drafts of all contract documents. This was labor intensive as each document needed to be synced with the others for continuity of content and language as well as spelling and grammar content.
- The team is anxiously waiting for these final documents to be approved by Kronos. The Project documents have been reviewed and approved by the State CIO's office and DOJ and the project has successfully completed StageGate 3 approval.
- Kim Charshaf from the Strategic Business Services Branch has joined the project full-time. Kim will be the Highway liaison between the team and Highway staff and will coordinate trainings and events.
- The Project Team had two All-Agency meetings with the ODOT, DEQ and AG team. The first all-day meeting was to discuss tasks and responsibilities within the SOW deliverables and discussions were had about the Communication, Transition and Training Plans. The team was given action items to note what their tasks were. The second half-day meeting was to re-review the SOW with annotated comments. These two meetings were extremely successful and gives the team a "meeting of the minds" going forward.

Looking Forward

- Kick-Off planning with Kronos. Tentatively scheduled for August 2016
- Kronos and Project Team will begin project planning and training planning
- Continued presentations to leadership teams

Meet our Team

Contacts

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Executive Sponsor System Owner:

Tracy Wroblewski

ODOT Project Manager:

John Cossu

Business System Manager:

Marilyn Sherwood

Implementation Manager:

Victoria Hawley

Systems Analyst:

Erin Morris

Program

Coordinator:

LeaAnne Brooks

Project Team:

Sheryl Mills – DMV

Kim Charshaf –
ODOT Highway

Jason Barber – AG

Courtney Brooks –
DEQ

Geri Greeno-
Sanders – DAS

Team bios can be found
on the TAMS website.

Please visit our website at <http://www.oregon.gov/ODOT/CS/Pages/TAMS.aspx>

