



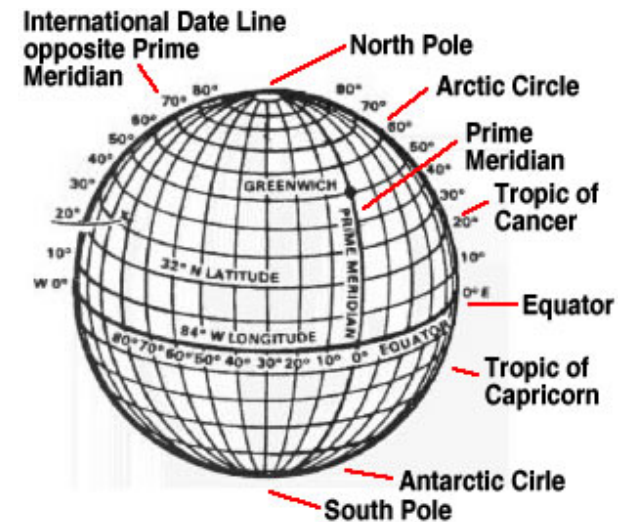
Carry Forward Projects

2021-2022 Master Plan Projects carrying over into the 2023-2024 Master Plan



2021-2022 Master Plan End Date

- International *Master Plan* Date Line of 9/30/22 is Fast Approaching
- 3 Weeks Away
- Let's talk about what this means for your projects



Detail Projects

- Review Detail Project Dashboard – example (CFIRS NEMSIS Version 3.5 Upgrade & Certification)

- Look at Allocation Variance Portlet

MP Allocation	MP Actuals	MP ETC	MP Total Usage	Variance	Future ETC
2,574	1,036	392	1,428	1,146	1,435

- Review MP ETC – there is 3 weeks left until 9/30/22
- Review Future ETC – This is IMPORTANT as this will become the NEW ALLOCATION for the 2023-2024 MP
- In Open Workbench – review end dates of ALL fixed/locked tasks
- In Open Workbench – under Favorites folder click on Resource Load view and make sure ETC is in correct months.
- Perform Weekly Tracking on the afternoon of 10/3/22 after time posts and validate Future ETC
- All Budget projects will be baselined and ready to start as of 10/1/22. Detailed projects need to be brought through the project approval process.
- Can 2022-2023 projects start prior to 10/1/22? Please talk with your Manager first.

Programs

- In Clarity under Home → Executive Reporting column → Click Project Allocation then Program Allocation tab
- Example O365 Program 2021-2022
 - Review MP ETC and End Date for each project
 - Review “Program Management” project if applicable. Will this be needed for next MP?
 - Review Remaining ETC project. Are the hours still needed for this MP?

Project ID	Project Name	MP Allocation	MP Actuals	MP ETC	MP Total Usage	Allocation Variance	Future ETC	Start Date	Finish Date	Funded	Leadership Group ▲	LG Priority
DE1182OP	O365 Program 2021-2022	7,628	6,077	1,551	7,628	0	110	10/3/20	9/30/22		Internal Services	06
DE1182PM	O365 Program Management		1,104	271	1,375			10/14/20	9/30/22		Internal Services	06A
DE9184IM	O365 Implementation - Phase 6 & 7		1,431	0	1,431			8/14/19	5/4/21		Internal Services	06B
DE1182TE	M365 - MS Teams Organizational Implementation		2,188	134	2,322		110	2/22/21	11/22/22		Internal Services	06C
DE1182IM	O365 Implementation Phase 8		1,124	36	1,160			9/28/21	9/12/22		Internal Services	06D
DE2182EB	O365 Enhancement Budget		230	470	700			7/4/22	9/30/22		Internal Services	06E
DE0182RE	O365 Remaining ETC			640	640			6/6/22	9/30/22		Internal Services	06F
Total		7,628			7,628	0						

- In Open Workbench – review end dates of ALL fixed/locked tasks
- Perform Weekly Tracking on the afternoon of 10/3/22, after time posts, and validate Future ETC



Supervisor Team Plans

- On the afternoon of 10/3/22 (after time posts); close the following projects
 - Non-Project
 - Team Management (1 per division - Mary for Apps, Guy for TSN, Lisa for IS and Rob for CLEMIS)
 - Customer Support
 - System Maintenance
 - 2020-2022 Planned Maintenance & Upgrades
- In Open Workbench using Add Task view – Click in ETC column then drag down and click Delete
- Make sure End Date is 9/30/22 or earlier
- In Status column – change to Complete (copy Complete then drag down and Paste to change all)
- Save

Follow Up

- Review the Rollover Projects portlet
 - In Clarity under Home → Executive Reporting column → Click Project Allocation then Rollover Projects tab
- If you're still unsure, please follow up with your Supervisor or PMO on 10/4/22 or 10/5/22
- **FINALLY**
 - No crying about loss of hours, STU, when the 2023-2024 Master Plan begins (LOL)
 - **WE GOT THIS!!**





OAKLAND COUNTY

MICHIGAN

DAVID COULTER
OAKLAND COUNTY EXECUTIVE

