

*Executive Office  
County of Riverside*



*Larry Parrish  
County Executive Officer*

October 7, 2003

Honorable Board of Supervisors  
County of Riverside  
Robert T. Andersen Administrative Center  
4080 Lemon Street, 4th Floor  
Riverside, CA 92501-3651

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***SUBJECT: OASIS Reorganization***

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Board Members:

The OASIS Team has consisted of employees from IT, Purchasing, DPSS and several other county departments and PeopleSoft & Accenture consultants. Employees remained under their home departments though they worked in the OASIS offices. Their home departments paid the staff and were then reimbursed out of the OASIS budget. The OASIS team acted under the guidance of an executive steering committee (ESC) made up of representatives from the Auditor-Controller, Purchasing, Executive Office, Human Resources, TLMA and IT.

Most consultants have finished their work and county employees now run day-to-day operations. Some staff returned to their home departments and the employees who remain consider themselves permanent OASIS employees, though they still report to and are paid by their "old" departments. While the system now provides core payroll and accounting services, important functions remain to be added. Additionally, it will be months before OASIS performs at an optimal level. This delay, while occasionally frustrating, is normal. It takes considerable time for users to learn and become comfortable with the new way to do their jobs. It also takes considerable time for OASIS staff to make the system's features and services operational, and then make them run optimally and finally to enhance the features.

I have been meeting recently with the ESC to formulate a plan to provide day-to-day operational support for core services, keep the OASIS system stable, and periodically add services at the committee's recommendation. I have decided, and the ESC agrees, that OASIS should be reorganized and that staffing must be enhanced now that the project implementation is complete and the system is not yet fully stabilized.

Robert T. Andersen Administrative Center  
4080 Lemon Street • 4<sup>th</sup> Floor • Riverside, California 92501 • (909) 955-1100 • Fax (909) 955-1105

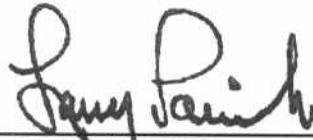
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It is necessary to make OASIS a stand-alone division answerable to a single department head. Providing a direct chain of command will clarify authority and accountability, and add oversight. I have decided that OASIS should be placed under the Executive Office and have directed my staff and Human Resources to begin the reorganization. Most county employees currently working for OASIS will become OASIS employees and will report to the division head, Mike Dearman, who will report to me.

The OASIS Division will continue to operate and improve the OASIS system with minimal consultant involvement. I support the staffing plan included in the attached Form 11, which includes nine new positions. The Form 11 includes details of the operational plan recommended by the ESC, which I support. The new staff will focus on the most critical needs identified by the ESC, which have been included in the new operational plan. No general fund support is needed this year for the plan or the new staff but a fee increase will likely be needed next year to cover ongoing costs. Once the current stabilization and optimization phase is complete - in approximately two years - it might be appropriate to move OASIS under another department.

**IT IS THEREFORE RECOMMENDED** that the Board of Supervisors approve the recommendations in the attached Form 11 from the OASIS Division of the Executive Office.

Respectfully submitted,



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**LARRY PARRISH**  
County Executive Officer

SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



FROM: OASIS/Executive Office

SUBMITTAL DATE: September 30, 2003

SUBJECT: OASIS Reorganization and Progress Report

**RECOMMENDED MOTION:** That the Board of Supervisors: 1) Receive and file the progress report submitted as Attachment A; and 2) Amend Ordinance No. 440 pursuant to Resolution No. 440-8505 submitted as Attachment B.

**BACKGROUND:** The OASIS team has acted under the guidance of an executive steering committee (ESC) made up of representatives of the Auditor-Controller, Purchasing, Executive Office, Human Resources, TLMA and IT. The committee has agreed on a new operational plan and staffing enhancements, both of which are discussed in the attached progress report (Attachment A). Concurrently, the County Executive Officer has directed that OASIS become a division under his department. The additional nine positions recommended by the ESC and the changes necessitated by the Executive Officer's directive are included as Attachment B.

Neither general fund support nor fee increases are needed at this time, however additional operating costs will necessitate a fee increase in FY 2004/05.

Michael Dearman  
OASIS Project Director

**FINANCIAL DATA:**

CURRENT YEAR COST: \$418,000

ANNUAL COST: \$640,000

NET COUNTY COST: N/A

IN CURRENT YEAR BUDGET: YES

BUDGET ADJUSTMENT: NO

SOURCE OF FUNDS: 45420-1109200000 (OASIS budget supported by fees)

C.E.O. RECOMMENDATION: APPROVE.

County Executive Office Signature

*Barbara K. Kerner*  
Approved by Ronald W. Kormers  
Asst. County Executive Officer/  
Human Resources Director

- Consent
- Policy
- Consent
- Policy

Department Recommendation:  
Per Executive Office: