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DCHRMS

NEWSLETTER

Message from the Director

Greetings, Defense Civilian Human Resources Management System (DCHRMS) Community!

Welcome to the April edition of our DCHRMS newsletter. Our team has been working hard to achieve the Initial Operating Capability (IOC) and we are proud of the progress made so far.

In this edition, you will find updates on our continuous efforts towards the Defense Finance Accounting Service (DFAS) IOC, Sprint Zero Event for the Full Operating Capability (FOC) efforts, functional testing, an introduction to the Defense Civilian Personnel Advisory Service (DCPAS), Enterprise Solutions and Integration (ESI) Change Management Team, training news, and what's in store next.

Since our last edition, our team has been working with our Defense Manpower Data Center (DMDC) partners and integrators to prioritize critical requirements while conducting functional testing. This ensures that all system configurations made to date are working efficiently as intended.

As always, I want to express my appreciation to the DoD Components for their continued support and engagement as we continue to transform Human Resources Information Technology (HRIT) across the Department. Let's collaborate and succeed together on this journey!

Daniel J. Hester
Director, Defense Civilian
Personnel Advisory Service

DCHRMS Program Update

During this quarter, we collaborated with our partners at DMDC and the development team to prioritize and complete the remaining system configurations. This includes reviewing and addressing existing gaps to get to DFAS IOC.

As a parallel effort, we are also working towards achieving FOC by facilitating a Sprint Zero event for the Defense Logistics Agency (DLA) and Washington Headquarter Services (WHS) requirements. This will be approached sequentially, with the DLA/WHS backlog tackled first and the National Guard backlog to follow. Each component will have its own separate Sprint Zero Event.

During Sprint Zero, we will focus on the following workstreams: Functional (Human Resources, Performance Management, Mass Processes) and Technical (Data Conversion, Interfaces, Reporting). These sessions will involve full requirements decomposition, alignment, and detailed sprint planning across all teams, with component participation and an Enterprise Common Model (ECM) approach. *ECM focus is to design decisions and solutions that are enterprise-wide and drive a common model for DCHRMS.

The Sprint Zero sessions are expected to conclude by December 2024 and will include a final DLA/WHS Sprint Zero Playback meeting on decisions made, the way forward, and pending action items.

In addition to these efforts, we will also carry out Redwood Gen2 Migration and validation of the pods, Oracle Releases 24A and 24B, Minimal Viable Product (MVP) Testing led by DCPAS with component participation, DFAS Pay Compare Testing led by DMDC with DFAS input and participation, and Sprint Testing.

Together, we will maintain an integrated master schedule based on input from key stakeholders and the analysis of the remaining capabilities. As a reminder, the first population of users will be DFAS.

Functional Testing Update

A "Tiger Team", consisting of DoD Components and DCPAS testers, conducted testing on the DCHRMS system in an event known as DCHRMS Phase 1 testing. This was the first test event that evaluated the DCHRMS Minium Viable Product (MVP).

Phase 1 testing focused on the execution of various scenarios in the DCHRMS test environment, including position management, appointments, bonuses, awards, promotions, pay and step changes, and separations. This phase concluded in early March.

Meet our DCPAS ESI Requirements Team:

Kimberly Marshall, *Functional Requirements Lead,* plays a critical role in ensuring the system works as intended, matching the documented functional requirements. Her expertise is essential to thoroughly understand these functional requirements to effectively oversee the system's deployment and ensure it meets the end user's needs.

Tamara Rodriguez, *DCHRMS Functional Program Lead,* stands out as the orchestrator of success. She oversees and manages the delivery of specific functional aspects of the program, ensuring that all the parts work together to achieve the DCHRMS program objectives.

Next Steps:

Once DCHRMS migrates to the Gen2 platform, testing will move into Phase 2. The first Phase 2 testing activity will be to validate the delivery of the system MVP, which is expected to occur this summer. The main objective of testing the MVP is to ensure that DCHRMS can perform all IOC processes. Additional information regarding this testing event will be provided later this spring.

The second Phase 2 testing activity will take place after DCHRMS adopts the Redwood user experience in the fall of 2024. The testing for Phase 2 will mainly focus on the different DCHRMS process areas that are affected by the Redwood implementation.

Once the Redwood implementation is complete, Phase 2 testing will end with an IOC Readiness test event in early 2025. This test event will ensure that all IOC requirements are functioning before the DCHRMS deployment.

We would like to express our gratitude to all Component representatives who have participated in previous testing activities. Your contributions have been crucial throughout the DCHRMS program, and we appreciate your continuous support in future testing.

Meet our DCPAS ESI Testing Team:

Ryan Sunukjian, *Functional Testing Lead,* plays a crucial role in the development lifecycle of DCHRMS. He is responsible for devising and executing the functional testing strategy to ensure that DCHRMS meets the needs of end-users. Ryan coordinates with developers and oversees the creation of test scenarios, ensuring meticulous execution of testing.

Dr. Ada Booker, *Functional Testing Co-Lead,* stands out as a cornerstone in ensuring solutions are not only functional but genuinely user-friendly. Dr. Booker works closely with Ryan to ensure DCHRMS is not only bug-free but also user-centric and aligned with the business objectives.

Component Representatives (Testers):

DFAS
Michelle Mueller
William Sass
Scott Harding
Victoria Ness
Tabby Tesfaye

Air Force
Sheila Whitten
Jill Binns

Army
Lorraine Jacobs
Adam Egender
Kristopher Kopp

Navy
Sandy Edgecomb
Rhonda Berish

DLA
Jackelin Alamo
Sharon Burrell
Michaela Charoo

WHS
Andre Wilson
Betty Bowman
Victoria Thomas
Sandra Horton
Cita Reid

Amanda Negron
Sara Barns
Gail Carter

National Guard
Samantha Haines
Jenne May
Ceceila Latimer-Bridges
Hiecee Desillarico

Embracing Change: The Path to Transitioning to DCHRMS

The transition of the Defense Civilian Personnel Data System (DCPDS) to DCHRMS marks a significant milestone in modernizing defense personnel management. As we migrate to the new system, we need to adapt innovative solutions to meet our ever-changing needs. This shift promises to enhance efficiency, accuracy, and accessibility in managing civilian personnel data within DoD. With DCHRMS, streamlined processes and advanced functionality will empower Defense Agencies to optimize workforce management, aligning with evolving operational needs and strategic objectives.

At the heart of the transition to DCHRMS lies change management. Change management is the pillar that supports and ensures the seamless integration of DCHRMS into the fabric of organizational life. It involves deliberate planning, open communication, and comprehensive stakeholder engagement. This is important for a smooth, comprehensible, and beneficial transformation.

Change management helps to ensure that all stakeholders across the Department are effectively informed and involved in the implementation process. This minimizes resistance and fosters a culture of collaboration and buy-in. It also helps to identify and mitigate potential risks and challenges that may arise during the program's execution. This enables proactive measures to be taken to address these issues.

In addition, change management facilitates a smooth transition from current practices to new processes and technologies. This promotes efficiency, productivity, and overall effectiveness within the organization.

Ultimately, by incorporating change management principles into DCHRMS, the enterprise can achieve its objective of delivering value to stakeholders and driving sustainable long-term success. Overall, it is the blueprint that guides us in preparing, supporting, and equipping our teams to successfully adopt DCHRMS.

To spearhead this pivotal change, we have assembled a dedicated Change Management Team within DCPAS. This team is responsible for overseeing the planning and implementation process, communicating, facilitating training sessions, and providing support throughout the transition.

Meet our DCPAS ESI Change Management Team:

Shelli Dunn, *Change Management, Strategy, and Communication Lead* spearheads the team, sets the strategic direction for the change initiative, and oversees all communication efforts. By ensuring every team member is informed and aligned with the project's goals, Shelli is essential to fostering an environment of transparency and trust.

Tenisha Finley, *Technology Adoption Lead,* with an in-depth understanding of the HCM system, leads the charge in ensuring technological changes are accepted and effectively used by DoD. Whether it's assessing the impact of the new system or monitoring and evaluating the adoption processes, Tenisha's expertise is indispensable.

Marsha Johnson, *Training Program Lead,* with 16 years of hands-on experience in HR, she is responsible for designing and implementing training programs that prepare our teams for a smooth transition to DCHRMS. From customized workshops to one-on-one sessions, Marsha ensures everyone is equipped with the knowledge and skills needed to thrive in our evolving environment.

This journey is a joint effort, and we appreciate your feedback and involvement. Please don't hesitate to contact any member of the Change Management Team if you have any questions, concerns, or suggestions. We will work together to navigate this change and unleash the full potential of DCHRMS to achieve outstanding outcomes.

Coming Soon: Join Our Training Working Group – Summer 2024!

We are excited to announce the upcoming launch of the DCHRMS Training Working Group (TWG) with Component Train-the-Trainers (T3s) and Subject Matter Experts. This initiative aims to leverage our combined expertise and spearhead meaningful learning and development endeavors for our component training.

Scheduled to kick off this summer, the TWG will serve as a collaborative platform where enthusiastic individuals from various backgrounds and skill sets come together to shape the future of training and development. Members of the TWG will have the opportunity to:

- Engage in interactive sessions that foster collaboration and knowledge sharing among our team members.
- Gain practical knowledge and strategies tailored to your role and responsibilities.
- Acquire new tools and techniques to enhance our effectiveness as trainers and subject matter experts.
- Strengthen our connections and camaraderie as we work together to enhance our skills and achieve our training objectives.

We are thrilled to embark on this journey together and look forward to the positive impact the TWG will have on our respective component's learning culture and professional development opportunities.
Stay tuned for updates and announcements!

What's Next!

Program Update
Testing Update
Change Management Efforts
Training Update
DCHRMS Spotlight

Again, thank you for your commitment and for being such an important part of the DCHRMS Family!

Defense Civilian **Human Resources** Management System

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