CHARLES COUNTY GOVERNMENT
## Department of Fiscal & Administrative Services

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# ERP Update- Financial System Replacement

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https://www.charlescountymd.gov/services/erp

The FAS Department has been working diligently on the implementation of our new Financial Software, Munis, currently scheduled to go live on July 1, 2022.

Throughout the months of August, September and October, FAS staff have been participating in all day work sessions with Tyler Implementation consultants. The initial overview sessions introduced the new software to FAS staff so that we could begin to visualize how the County would utilize the new solution. During the analysis sessions, Tyler implementation consultants worked with FAS staff to analyze and document our current processes in preparation for implementing them in Munis. And currently, in the configuration sessions, Tyler staff is working with CCG staff on configuring, or setting up, the new software. These sessions have been extremely time consuming, with several FAS staff members investing multiple full days per week and leaving the sessions with hours of "homework".

As a result of all these meetings and homework, we now have a *test* Munis environment established where FAS core staff is working on security set-up and workflow buildout, as well as just figuring out how to navigate in the software. This test site also includes the "Tyler University" where core staff members can take Munis classes to learn more about the system setup and configuration.

A huge part of any implementation is the conversion of existing data – taking data that is stored in one software solution and moving that data to another software solution is always a difficult and complicated task. To date, we have uploaded our first Accounts Payable vendor conversion file and are reviewing the results. We fully expect to do multiple uploads of this data until it is in an acceptable format in Munis. Many other conversions for different data sets are on the horizon.

One of our main areas of focus has been the County's Chart of Accounts. FAS staff have been meeting with various departmental representatives to discuss their area's G/L accounts in order to finalize any changes to our Org Code structure. Staff has also been building out our new account structure in the new system.

We are excited to be implementing this new system and will continue to reach out to Departments and Agencies for assistance when needed. User can look forward to training in the May/June time frame. We will continue to keep you up to date throughout this process and you can find current / prior updates and additional information on the ERP webpage:  https://www.charlescountymd.gov/services/erp .