MINUTES

Cumberland County Finance Meeting

February 12, 2025 at 1:30 p.m.
Commissioners Hearing Room
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: www.cumberlandcountypa.gov

Present: Commissioners Kelly Neiderer, Jean Foschi, and Gary Eichelberger.

Staff Present: Stacy M. Snyder, Chief Clerk; Angela Smyser, Deputy Chief Clerk; Audrey Whary, Executive Assistant.

Department Staff Present: Jill Kurutz, Mark Adams, IMTO; Beth Chornak, ERP; Ron Snow, Dana Best, Finance; Bill Fulton, Lisa Watts, Controllers.

Department Staff Present via Zoom: Shane Henry, IMTO; Robert Barner, ERP; Keeter Kallam, Veterans Affairs; Katie Zimmerman, Grants Administration; Holly Sherman, Human Resources; Bob Shively, Public Safety.

Call to Order: Commissioner Neiderer called the meeting to order.

Roll Call: Commissioners Neiderer, Foschi, and Eichelberger were present.

Public Comment: None.

Approval of Minutes: Commissioner Foschi made a motion to approve the meeting minutes of February 5, 2025. Commissioner Eichelberger seconded the motion, and it unanimously carried.

Infor Cloudsuite Upgrade Phase 1 Status Update
Beth Chornak shared a status update on the Infor Cloudsuite Upgrade project (see attached). Robert Barner and Bill Fulton shared the benefits of the addition of a lease management module which will eliminate manual processing and duplicative efforts to allow for a more streamlined process. Discussion ensued.

Discussion of and Possible Motion to Approve the Amended Capital Project Request for ERP for Infor Cloudsuite with an Increase up to $112,282.00 for a New Total Project Cost up to $6,929,942.00
Beth Chornak presented the amended Capital Project to include the new Lease Management module as well as an additional tenant request for data migration testing. Discussion ensued.

Commissioner Foschi made a motion to approve the amended Capital Project Request for ERP for Infor Cloudsuite with an increase up to $112,282.00 for a new total project cost up to $6,929,942.00. Commissioner Eichelberger seconded the motion and it unanimously carried.

Other Business: None.

Adjourn: With no additional business to come before the Board, Commissioner Foschi made a motion to adjourn.

Respectfully submitted, Audrey Whary, Executive Assistant

CLOUDSUITE UPGRADE

Phase 1 Progress Update

MILESTONES OF PROGRESS MADE

☑ Kickoff and Project Discovery

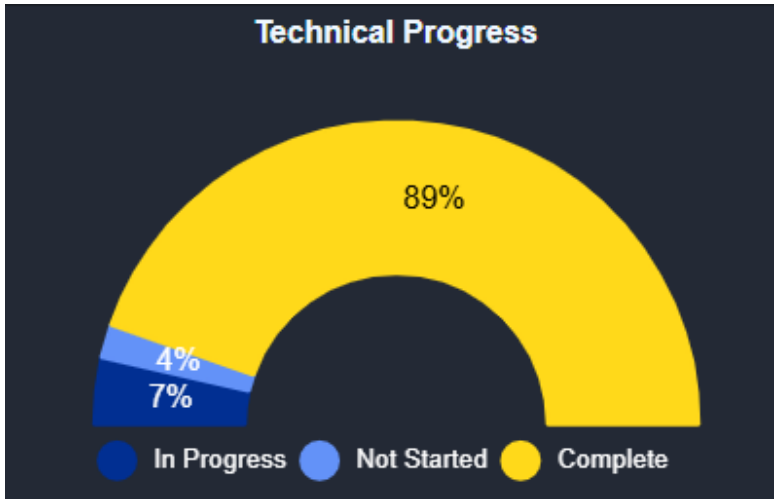
☑ Cloudsuite Bootcamp and Conference Room Pilot

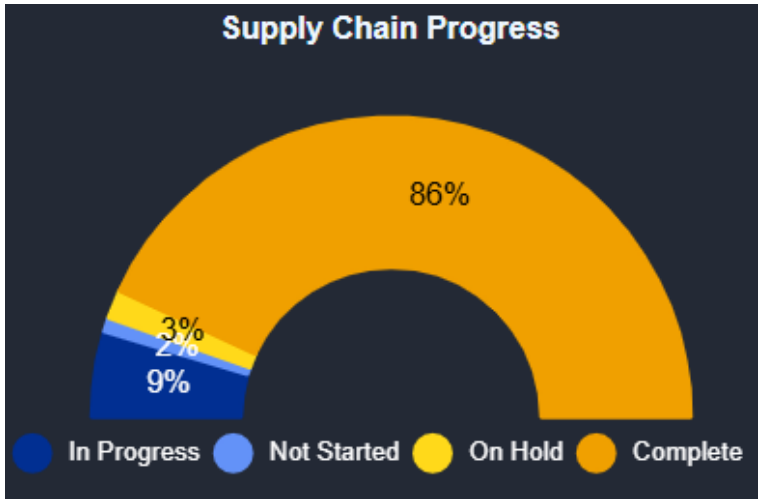
☑ Technical Bootcamp Training

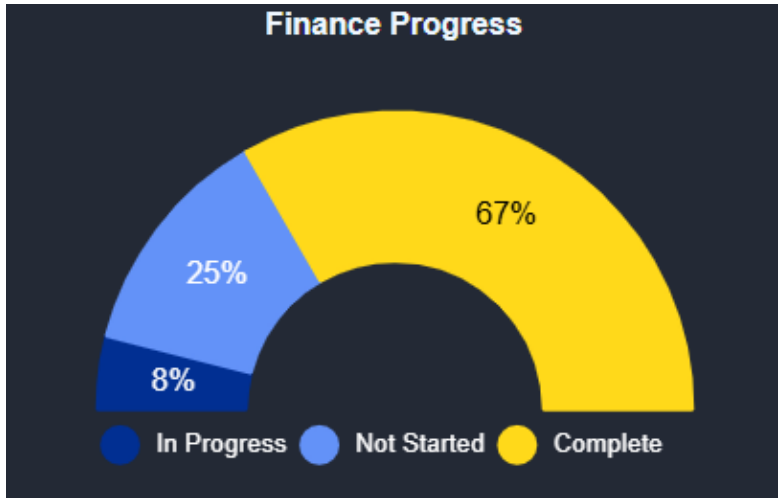
☑ 2 Data Migrations

☐ Unit Testing (currently in progress)

CURRENT DAY STATUS







Status graphs are from right to left. Current day workstream progress reflects the number of tasks completed, in progress, or to be completed for Phase 1 only. It does not reflect any new discovery items or the time it takes to complete tasks.

Overall Project Progress: 34%

PROJECT HEALTH AT A GLANCE

Key:

- On target
- At risk
- Not on target
- Scheduled for Phase 2

CCPA Project Workstream Health Grid

Workstream	Status
Program	
FSM - Finance	
FSM - Supply	
HCM	
Technical	
Change Management	
Payroll	

There are currently no significant issues in any component of the project demonstrated here. This indicates we should be on time, working within scope, and within budget.

UPCOMING MILESTONES

- Data migration (x3)
- System Integrated Testing
- User Acceptance Testing
- End User Training
- Changeover Planning
- Go Live and post support for FSM Phase 1

INFOR CLOUDSUITE LEASE ACCOUNTING

IMPROVEMENT OPPORTUNITIES

- Manage all leases regardless of threshold
- Moves lease data from Excel to Cloudsuite with all other financial data
- Enables compliance of all leases and IT arrangements with accounting standards
- Collaborative management of county leases between all responsible parties
  - Eliminates manual processing and tracking efforts
  - Eliminates duplicate efforts
- Ability to automate lease payments both timely and accurately

IMPLEMENTATION SCHEDULE

If approved, the Lease Accounting implementation will align with the current schedule and project plan. Lease Accounting would launch with the FSM portion of the project in November 2025.

INFOR CLOUDSUITE ADDITIONAL TENANT

ADDITIONAL TENANT

- Required for data migration for HR Phase 2
- Similar to a separate server

CAPITAL ADDENDUM / ADDITIONAL COSTS

Infor Cloudsuite Lease Management quote:	$39,081.64	Year 1 prorated to $3,881.64 Years 2-5 @ $8,800 co-termed with maintenance agreement
RPI change order for Lease Management:	$50,800	Budget for 254hrs T&M change order
Cloudsuite tenant		
Total Additional Cost:	**89,881.64 + Additional Tenant**	

QUESTIONS?