



MENDOCINO COUNTY EMPLOYEES' RETIREMENT SYSTEM
Project: PENSION ADMINISTRATION SYSTEM



Report Type:	Monthly Status Report
Status Date:	1/13/2016
Project Managers:	Rob Ellison – Linea, Jack Blonski – LRS Pension Gold
MCERA Team Members:	Katy Richardson, Judy Zeller, Stan Conwell, Sylvia McGee
Report Period:	December 2016

1. Current Period Activities

Activity	Comments
Design	1. Design for all phases of the project and change orders is complete with the exception of the ten correspondence documents and five reports as requested by MCERA. The correspondence and report designs are scheduled for completion by 1/31/2016.
Data Conversion	2. The final data conversion and updates was completed on 1/4/2016 to coincide with the go-live event. Any additional data conversion issues discovered at this point forward will be resolved either through data scripts or through the online interface of the application.
Development	3. Development for all phase of the project is complete with the exception of the ten correspondence documents and the five reports as mentioned in #1 above.
User Acceptance Testing	4. User Acceptance Testing was completed on 10/29/2015.
Production Parallel Processing	5. Production Parallel began Monday 11/4/2015 and was completed on 12/31/2015.
Go-Live Full Production Mode	6. Go-Live, or the conclusion of the parallel processing time period, when PensionGold becomes the system of record, was completed on 1/4/2016. PensionGold is live and is the system of record for membership information at MCERA.
New Trouble Tickets	7. All trouble tickets that were critical for go-live were resolved prior to the go-live time period. Moving forward, all trouble tickets will be handled via the same process as part of the warranty period and production support.
Open Change Requests	8. Four change requests were approved and completed as part of the implementation of the project and as noted on previous status reports.
New Change Requests	9. No new change Requests at this time.

2. Scheduled Activities

Activity	Comments	Start Date	Due Date	Status	Percent Complete
Requirements	10. Delivery by MCERA to LRS of items identified in requirements sessions	12/10/2013	1/10/2014 1/24/2014	Complete	100%
Analysis of In-House Printing	11. Executive summary outlining the options, costs, and pros/cons of each option for printing checks, advices and 1099's was provided to MCERA.	12/12/2013	3/28/2014	Complete	100%
Data Conversion	12. Data Conversion is scheduled for 11/2/2015 in preparation of the parallel processing time period in November and December 2015. A conversion "update" will be applied as part of the go-live effort before 1/4/2016.	12/2/2013	1/4/2016	Complete	100%
Deliverable 1	13. Design, development, system release testing, UAT training, and UAT complete.	12/19/2013	9/30/2014	Complete	100%
Deliverable 2	14. Design, development, system release testing, UAT training, and UAT complete.	6/23/2014	6/30/2015	Complete	100%



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Activity	Comments	Start Date	Due Date	Status	Percent Complete
Deliverable 3	15. Design, development, system release testing, UAT training, and UAT complete (except as noted in #1 above).	4/15/2015	10/31/2015	In process as noted in #1 above	95%
Parallel Processing	16. Pension Gold run in parallel with existing systems and processes	11/2/2015	12/31/2015	Complete	100%
Production Go-Live	17. Milestone date for system go-live and beginning of parallel processing.	N/A	1/4/2016	Complete	100%
Project Completion	18. All documentation delivered 19. Training completed 20. Old system discontinued 21. Warranty period completed 22. System acceptance sign off	N/A	3/31/2016	In process	N/A

3. Budget Overview

Description	Approved Budget	Paid To Date
Pension Admin System Implementation		
LRS (Hosting, software, vendor implementation services, includes change orders)	\$1,402,410.00	\$0.00
LRS additional support	\$0.00	\$0.00
County IT	N/A	*\$42,533.43
Linea	\$490,500.00	*\$386,746.26
Total for all Phases	\$1,892,910.00	\$429,279.69
Projected Total for all Phases		\$1,892,910.00

*through 12/31/2015.



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The Mendocino County Employees'
Retirement Association

December 18, 2015

Mr. James R. Wilbanks
Retirement Administrator
Mendocino County Employee's Retirement Association
625-B Kings Court
Ukiah, CA 95482-5027

Dear Mr. Wilbanks,

In response to your letter dated December 4, 2015, this will confirm that SACRS did not pay for any expenses related to travel by SACRS President Yves Cherry to Ukiah, CA in May 2015.

Sincerely,

Dan McAllister
Treasurer
SACRS Board of Directors

cc: Yves Cherry, SACRS President
Sulema Peterson, SACRS Administrator
SACRS Member Systems Retirement Administrators