

# BREAZ

BUSINESS RE-ENGINEERING ARIZONA

January/February 2015

## WELCOME to BREAZ

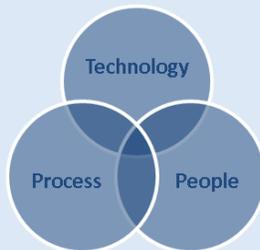
Happy New Year! 2015 brings several BREAZ project milestones. User Acceptance Testing is already underway, End User Training begins in April, and the new AFIS, which consists of Financials (Advantage), Inventory Management (Maximo), and Facilities Management (TRIRIGA), will all be implemented in July. Up to this point, the BREAZ Team has primarily focused on working with designated contacts from each agency in the State of Arizona - a relatively small portion of the total number of personnel who will use the new systems. With less than six months until Go-Live, the BREAZ Team will expand our communications to reach all of the people who will use the new systems. We have been working to develop useful information about new system functionality and business process changes to distribute to the over 2400 unique individual users of the new systems! Our goal is that this statewide outreach will help prepare all users for a successful training and transition experience.

It is in this spirit that we would like to welcome those of you who are new to the BREAZ Project and thank those of you who we have been working with us for their continued dedication. Going forward, newsletters will be issued about every other month, and the [BREAZ website](#) will re-launch later in February with new content and formatting. The renewed focus of both the newsletter and the [website](#) will be to provide a solid foundation for all users prior to attending their first End User Training course and to serve as a source of basic reference material after the July Go-Live. We encourage you to explore these resources on your own and hope you find the information useful. We look forward to sharing more information with you in the coming months.

## BREAZ BASICS

### What is BREAZ?

The **Business Re-Engineering AriZona** or **BREAZ** project is a statewide initiative to transform Arizona's current business processes and replace the existing statewide accounting system and a number of agency specific financial systems. The project will modernize the State's central accounting system, the Arizona Financial Information System, AFIS, and set the course for how the State will do business for the next 20-30 years.



New AFIS consists of a Financials system, an Inventory Management system, called Maximo, and a Facilities Management system, called TRIRIGA. The existing State Procurement system, ProcureAZ, and the Human Resources system, HRIS, will integrate with the new AFIS.

BREAZ is not only a project about technology and processes, but also a project about people. The BREAZ Team is taking many steps to support new AFIS users during the changes ahead including centralized email messaging, informational newsletters, and a dedicated project [website](#). Training will be provided to help users learn the new business processes along with the new modules and tools, and agency contacts will continue to be involved through and post-system implementation.

### Who is BREAZ?

The BREAZ Team is an integrated team of State employees from the Department of Administration's General Accounting Office and Arizona Strategic Enterprise Technology Division; partnered with consultants from CGI, the primary software provider and integrator, and ISG, providing project oversight.

The BREAZ Team is made up of over 80 people who are generally organized into the following teams: Financial, Logistics, Application Security & Workflow, Technical, and Enterprise Readiness.



## The BREAZ Network

To implement a system the size and scope of new AFIS, the BREAZ Project has assembled key stakeholder groups to ensure the successful communication of agency needs and desires, functionality of the system, and implementation and support once the system is launched.

### AGENCY COORDINATORS

The Agency Coordinator (AC) is the main contact for the BREAZ Project at each agency and ensures his or her agency is engaged and completing project tasks. The BREAZ Team sends project information to ACs, holds monthly AC meetings, requests agency-specific information from ACs, and relies on them to make sure the needs of the agency and its members are met and to distribute critical project information.

### SUBJECT MATTER EXPERTS

Subject Matter Experts (SMEs) serve as reliable contacts with extensive knowledge of their functional area(s), guiding strategy for implementing key features and testing the system and training procedures. During the first phase of the project, 93 SMEs from 34 different agencies were identified to help bring a diverse set of insights to the project.

### UAT COORDINATORS AND TESTERS

There are two primary groups of State agency users participating in User Acceptance Testing (UAT): the UAT Coordinators and the UAT Testers. UAT Coordinators are State agency employees serving as the point of contact to the BREAZ Project concerning the progression of UAT for their agency. It is their job to coordinate UAT Testers for their agency, communicate testing progress and status to the State UAT Project Lead, record issues, and participate in key UAT meetings and activities. UAT Testers are State employees responsible for executing the UAT scenarios, testing and retesting incidents in new AFIS to ensure repeatability, participating in various UAT meetings and activities, and communicating their experiences with new AFIS to the UAT Coordinator. Approximately 20% of agencies have their AC also serving as their UAT Coordinator.

### LEVEL 1 SUPPORT

All agencies have designated a contact to serve as Level 1 Support to coordinate communication between the agency and GAO's Help Desk/Agency Liaisons after the July 2015 Go-Live. Level 1 Support are generally Key Subject Matter Experts (SMEs) for critical business processes and can respond well to end user questions within their agencies.

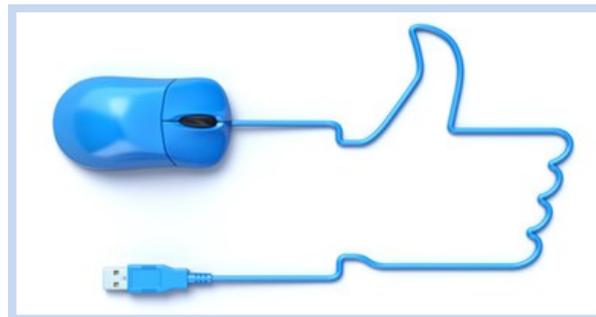
### CENTRAL SERVICES BUREAU

ADOA's Central Services Bureau (CSB) provides front office, administrative support, financial reporting and transactional processing for state agencies. Currently, CSB supports over 50 agencies and boards with preparation for the new AFIS system implementation and will continue support them and after Go-Live.

## User Acceptance Testing (UAT)

The BREAZ Project is currently in the process of conducting User Acceptance Testing (UAT). UAT validates that the system is functioning as designed, verifies the conversion process, tests integration, all inbound and outbound system interfaces, and confirms that the system is ready to be moved into the production environment.

Throughout UAT, a team of pre-chosen users run mock conversions and execute test scenarios reflective of the To-Be business processes that end users will execute after the July Go -Live. Approximately 240 participants from 39 agencies are participating in UAT, and with the aid of several automated scripts, they will ensure the system is working as needed by the State and its users.



UAT runs from early January through March. We want to sincerely thank all of our UAT testers for their hard work and time commitment; all users will end up benefiting from your participation in UAT, and we look forward to seeing the new AFIS system in action!

## BREAZ Buzz Words

### Learning the Language of New AFIS



TERM	CURRENT AFIS	NEW AFIS	WHAT IS IT?
DOCUMENT	Physical piece of paper	Display application page	Electronic forms used to enter and record financial transactions and activities in AFIS
DEPARTMENT	Agency	Department	Element in AFIS Chart of Accounts, usually interchangeable with Agency
WORKFLOW	Functionality that does not exist in current AFIS	New system functionality	Online routing and approval process
WORKLIST	Functionality that does not exist in current AFIS	New system functionality	A list of documents that have been routed to a user for approval or review



### TRANSACTION CODE (TC) CROSSWALKS

For those agencies currently using AFIS, Transaction Code (TC) is a familiar term. In new AFIS, users will use Event Types, which are similar to TCs in AFIS. By definition, an Event Type:

*“controls smaller components of accounting activity that are used to perform a specific accounting, budgeting or non-accounting activity. It brings in specific rules for data entry concerning referenced transactions, customer codes, vendor codes, and all defined chart of account elements in the system.”*

With the implementation of new AFIS, users will use Event Types much as they do TCs today. Because new AFIS users will use Event Types that will not mirror TCs, the BREAZ Team is working on mapping Event Types to TCs, with its most recent version available to Agency Coordinators on the Agency SharePoint site. The crosswalks can help users become familiar with Event Types and is intended to be a useful resource for learning the system as well as navigating after Go-Live.

Two examples of AFIS TCs and their corresponding new AFIS Event Types are:

Example	AFIS TCs	New AFIS Event Types
Deposit of Revenue	AFIS Batch type 2, TC 190	New AFIS Cash Receipt (CR) Event Type AR01 (Earned Collected Revenue)
Payment Request Expenditure	AFIS Batch type 4, TC 222 or 225	New AFIS General Accounting Expenditure (GAX) Event Type AP01

For agencies using systems other than current AFIS, the AC and agency implementation team will be able to assist users in addressing crosswalk questions from the old system to new AFIS system terms.



