



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

February 19, 2013

TO: Supervisor Mark Ridley-Thomas, Chairman
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: Wendy L. Watanabe
Auditor-Controller

SUBJECT: **SUCCESSFUL IMPLEMENTATION OF THE COUNTY'S ENTERPRISE
FINANCIAL AND HUMAN RESOURCES APPLICATIONS (eCAPS and
eHR)**

Over the past few years, with your Board's support and the help of a number of County departments, we successfully replaced various legacy financial and human resource systems with the County's new enterprise web-based applications; eCAPS and eHR. These applications deliver critical financial, budget, contracting, procurement, payroll, and human resources functionality that support the daily operations of all County departments. Your Board's vision and foresight to replace these outdated systems has resulted in a solid foundation of a centralized integrated system, that promotes efficiency and consistency for all departments.

Beginning in 2004, the Chief Executive Office, Auditor-Controller, Department of Human Resources, Internal Services Department, and Chief Information Officer have collaborated on the eCAPS/eHR Project (Project), and successfully completed all the major project milestones on-time and within the project budget. The eCAPS Financials enterprise application includes budget preparation; project and general accounting; procurement and inventory; and asset, contract, and grants management. The eHR Human Resources enterprise application includes time collection and payroll; employee self-service; item control; and a talent management module for employee classification, compensation, recruitment, and candidate selection.

The Project team continues to address the administrative needs of the County departments, and is working on additional enhancements which include: electronic access to invoice and payment information for our County vendors; on-line workload and employee information for County managers to monitor and improve operations; electronic filing of County mileage reimbursement claims; and additional enhancements for monitoring and tracking County contracts.

The centralized integrated system has allowed the County to continue building on a solid infrastructure for its critical financial and human resource systems. It has enhanced the County's approach to stay innovative and forward-thinking in meeting its ever-challenging administrative demands. In addition, it has provided for policy and procedures standardization across County departments to ensure compliance with Board-adopted guidelines; promotes process efficiency and effectiveness; and brings the County to a ready position as future expansion needs arise.

We would like to thank your Board and all County departments for their support and assistance in achieving this seamless transition to our updated enterprise applications.

Please call me if you have any questions, or your staff may contact Robert Davis at (213) 974-0385.

WLW:RAD:SJL

c: William T Fujioka, Chief Executive Officer
Department Heads
IT Board Deputies
Public Information Office