



KNOW

Read Luma Project news and updates in this column.

Baseline Software Configuration: During the initial configuration, the Luma functional leads from both the State and Deloitte are working through the basic setup parameters and values of the system. This is the system configuration that enables the defined end-to-end business process flows identified in the Business Process Redesign.

Technical Integrations and Conversions Update: In March, the Luma technical team held meetings with agency IT Subject Matter Experts to kick-off the conversation around integrations and data conversions. All interfaces and conversions will be integrated into Luma for System Integration Testing. This is an ongoing effort! Conversion Design Sessions and Integration Design Sessions will be scheduled in the near future.

Procurement Workbook: In April, the Luma procurement team will be working with Agencies to identify necessary data needed to correctly set up purchasing actions and workflows. The workbook is currently in development and will be distributed to identified agency procurement SMEs in the coming weeks.



DO

Meet with employees and leadership in your agency to discuss these messages or action items.

Chart Of Accounts (COA): Designing Idaho's Chart of Accounts is critically important to the new Luma system and Agency involvement is a huge part of this effort!

Ensure your COA subject matter experts are making progress with their dimension build-out.

Should they require assistance they can utilize this link to request assistance:

[Request Assistance](#)

- ✓ Organizational Unit - Due Date: **March 31**
- Project & Funding Source - Due Date: **May 8**
- Program - Due Date: **April 22**
- Location - Due Date: **April 27**
- Additional - Reporting Due Date: **May 11**

Next Change Liaison Remote Meeting:
Monday May 4, 2020: 2:00pm – 3:00pm



SHARE

Please share this information or engagement opportunities with your Agency

Please share the March Luma Newsletter with your agency and encourage employees to attend the Luma Town Hall Webinar this month! This town hall is a great opportunity for employees at all levels of your organization to understand the basics of the new Chart of Accounts.

Town Hall Information: Join us for a brief update on the Luma Project, followed by a walk-through of the redesigned Chart of Accounts to see how it will organize state financial and non-financial data in the Luma system.

- **When:** Tuesday, April 21, 10:00 AM - 12:00 PM
- **Who:** All state employees are welcome to attend!
- **How:** Remote attendance via Zoom Meeting. Calendar invitations with Zoom information will be sent after you RSVP.

[RSVP HERE](#)



REPORT

Report feedback to the project team or complete action items the Luma project team is requesting from your agency.

In preparation for the Procurement Workbooks please identify purchasing experts in your agency that:

- Understand your agency's overall purchasing practices and policies.
- Can identify data such as requisitioners, buyers, locations, and approval processes.

Please identify Procurement SMEs by **April 9th** and email their name and contact information to luma@sco.idaho.gov.