From: Wannemacher, Ryan F. - Chief Financial Officer
To: Higley, Carol A. - Human Resources Business Partner
Subject: FW: ADP Implementation
Date: Tuesday, November 26, 2019 11:21:04 AM

Per our conversation…

Thanks
Ryan

Ryan Wannemacher
Chief Financial Officer
Direct: (904) 665-7223

From: Wannemacher, Ryan F. - Chief Financial Officer
Sent: Wednesday, November 20, 2019 12:47 PM
To: Gutteridge Años, Laura A. - Mgr Financial Accounting & Reporting
Cc: Caffey, Russell J. (Robert Half); Johnson, Akiesha D. - Manager, Project Accounting; Goldman, Alan J. - Manager, Tax Administration; Hill, Miriam R. (COJ OGC); Perez, Melissa I - Executive Assistant
Subject: RE: ADP Implementation

Laura,

Thank you for your email. My understanding is that many of Akiesha's concerns are being addressed. The timing is being driven by the tax year turnover. I will get up to speed on the details of the implementation and will refer back to you.

Melissa P – can you please put a reminder on my calendar to follow up with this group on Friday?

Thanks,
Ryan

Ryan Wannemacher
Chief Financial Officer
Direct: (904) 665-7223

From: Gutteridge Años, Laura A. - Mgr Financial Accounting & Reporting
Sent: Wednesday, November 20, 2019 9:40 AM
To: Wannemacher, Ryan F. - Chief Financial Officer
Cc: Caffey, Russell J. (Robert Half); Johnson, Akiesha D. - Manager, Project Accounting; Goldman,

Alan J. - Manager, Tax Administration

Subject: ADP Implementation

Hi Ryan,

I am writing to express my deep concern about the undue pressure being placed on the Accounting Services team to transition the payroll process to ADP. We were told this implementation was happening due to the Performance Unit Plan and hence the tight deadline around it. Now it has been confirmed by JEA in the media that we are no longer moving forward with this plan. However, we are still being pushed to transition to ADP in spite of that fact. This transition is also not moving forward in a traditional way. Typically you would map out the current state, analyze it, and then assess what the best solution is to address any problems while preserving the necessary controls from the current state. Executing an implementation like this without following that process makes it a very risky endeavor that would likely have serious consequences to the accuracy of the accounting data.

We have several concerns about the lack of project accounting controls at ADP, which were communicated in the attached. We have received no response to these concerns and instead are continuing to be pushed into implementing this process without any communications regarding the reasons behind it. This is to the point where I am feeling bullied into accepting something improper without being allowed to ask any questions. This makes me very uneasy.

Do you have any insights into the hard push as to why this is happening even though the PUP is going to be cancelled? We are all team players and want to do what is best for JEA. The process currently being followed of an accelerated transition without proper analysis is disconcerting and does not appear in the best interest of JEA. Any information you could provide that would allay these concerns would be very appreciated.

Thanks,

Laura Gutteridge Años, CPA

Manager, Financial Accounting & Reporting

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