



*Virginia Information Technologies Agency*

# HR Employee Information Data Standard Review

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# Agenda

- Introductions
- Narrative Walk Through
- Discussion
- Next Steps



# Narrative Walk Through

- **Components**

- Narrative document

- Drillable data model

- <http://www.vita.virginia.gov/oversight/EDM/EmpInfo/index.htm>

- Data definition report

- [http://www.vita.virginia.gov/uploadedFiles/Oversight/EA/Data\\_Management\\_Group/EmpInfoStandardDataDictionary.pdf](http://www.vita.virginia.gov/uploadedFiles/Oversight/EA/Data_Management_Group/EmpInfoStandardDataDictionary.pdf)



# Narrative Walk Through

- **Background**

- *Code of Virginia* [§ 2.2-1201](#) defines the duties of DHRM
- 2008-2010 [Budget Bill Item 460](#)
  - DHRM mandated to “support the system modernization effort of the Department of Transportation through the adoption of statewide data standards. These data standards shall include, but not be limited to, ... state employee identification information ... and any other essential data standards necessary to conduct business.”



# Narrative Walk Through

- **Scope**

- Data fields required to support the management of COV employee and position information in PMIS and HR Data Warehouse.
- Additional fields needed for analysis and tracking also included.
- Included: Executive branch agencies with employees under the Virginia Personnel Act
- Optional: Judicial, legislative, independent agencies, and executive branch agencies without classified employees



# Narrative Walk Through

- **Definitions**

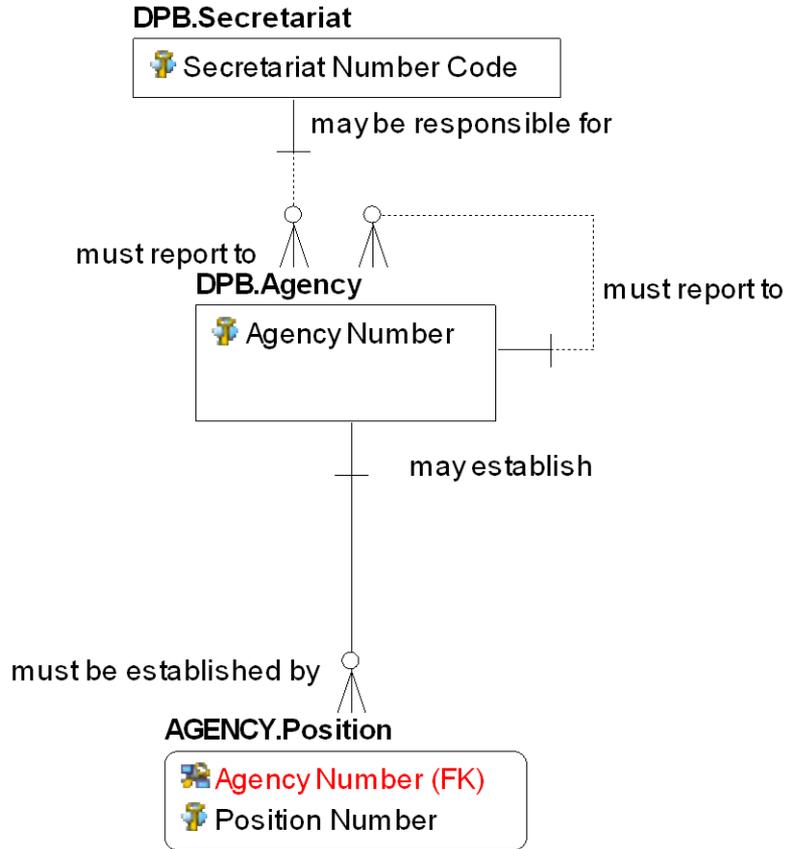
- Agency
- Employee and Role Types
- Employee Type
- Pay Band
- Position
- Role
- Virginia Personnel Act

- **Diagrams and Overview**

# Figure 2 Agency Entity Group

## HR Employee Information Data Standard Agency Entity Group

Note: Data entities are prefixed by their owners (e.g., DPB owns the Agency entity, Agencies own the Position entity, DHRM owns the Role entity)



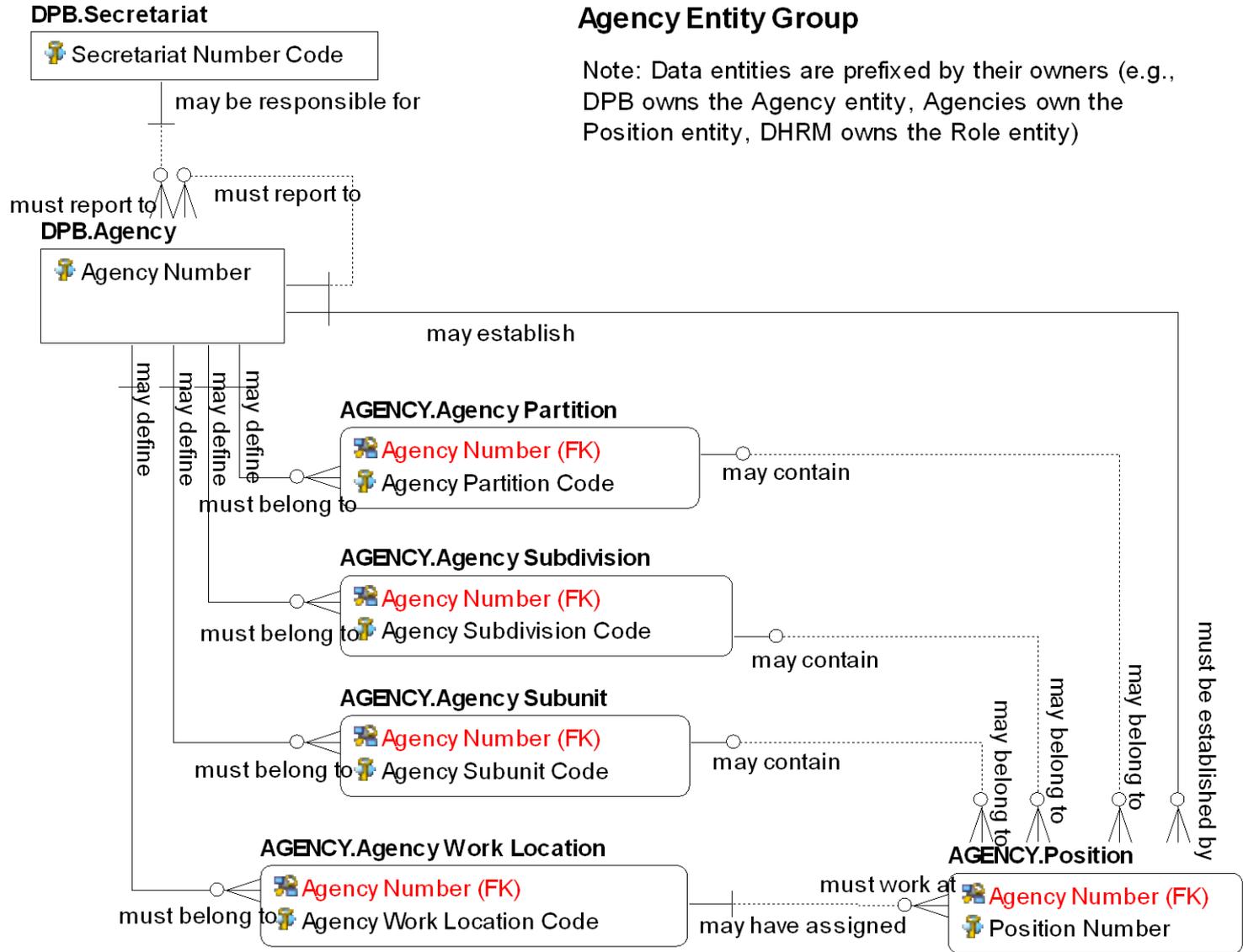
### ERD Legend

- One and only One
- One or Zero
- Zero or Many
- One or Many
- Entity B is dependent on Entity A
- Entity B is referenced by Entity A

# Figure 2 Agency Entity Group

## HR Employee Information Data Standard Agency Entity Group

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### ERD Legend

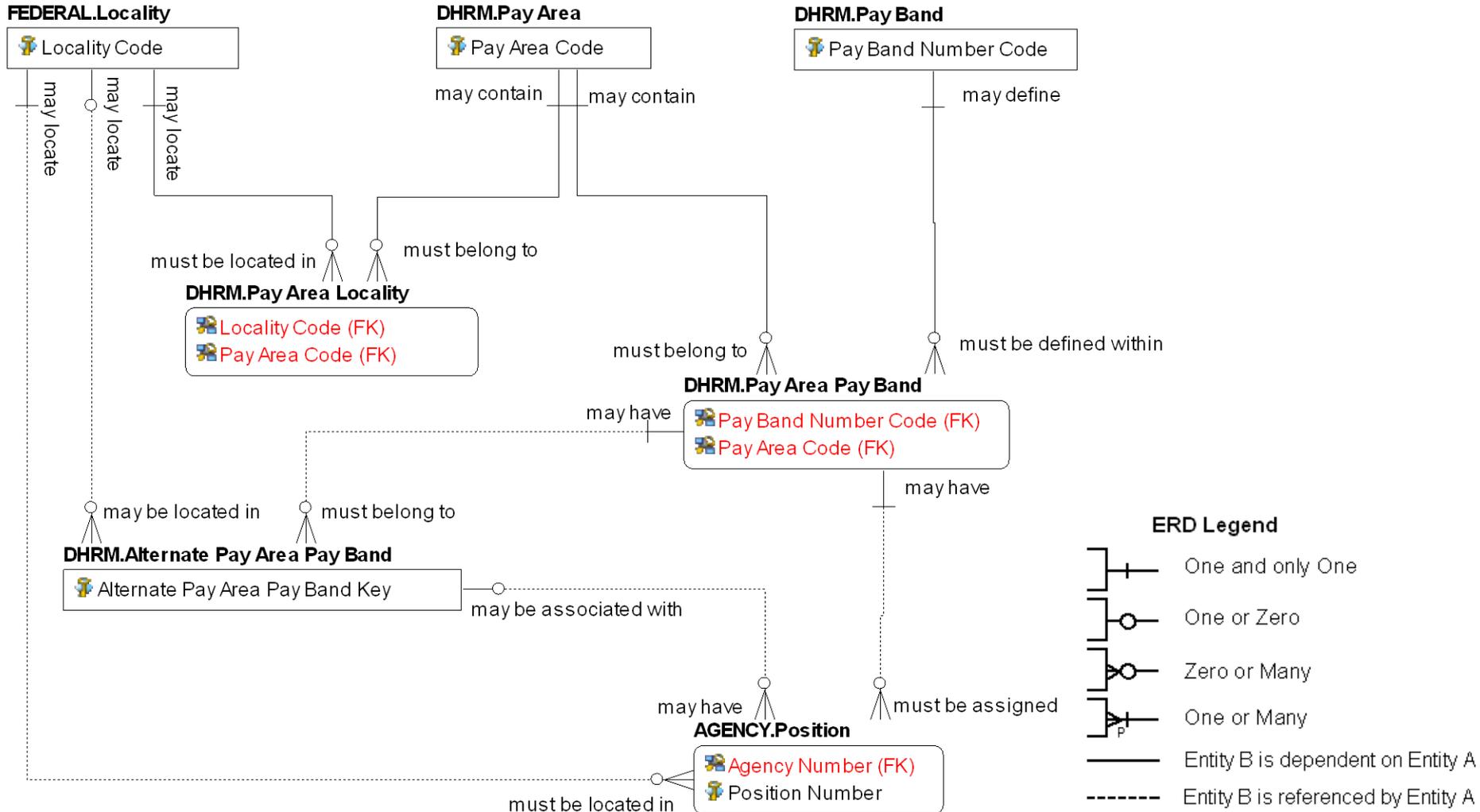
- One and only One
- One or Zero
- Zero or Many
- One or Many
- Entity B is dependent on Entity A
- Entity B is referenced by Entity A



# Figure 3 Pay Band Entity Group

## HR Employee Information Data Standard Pay Band Entity Group

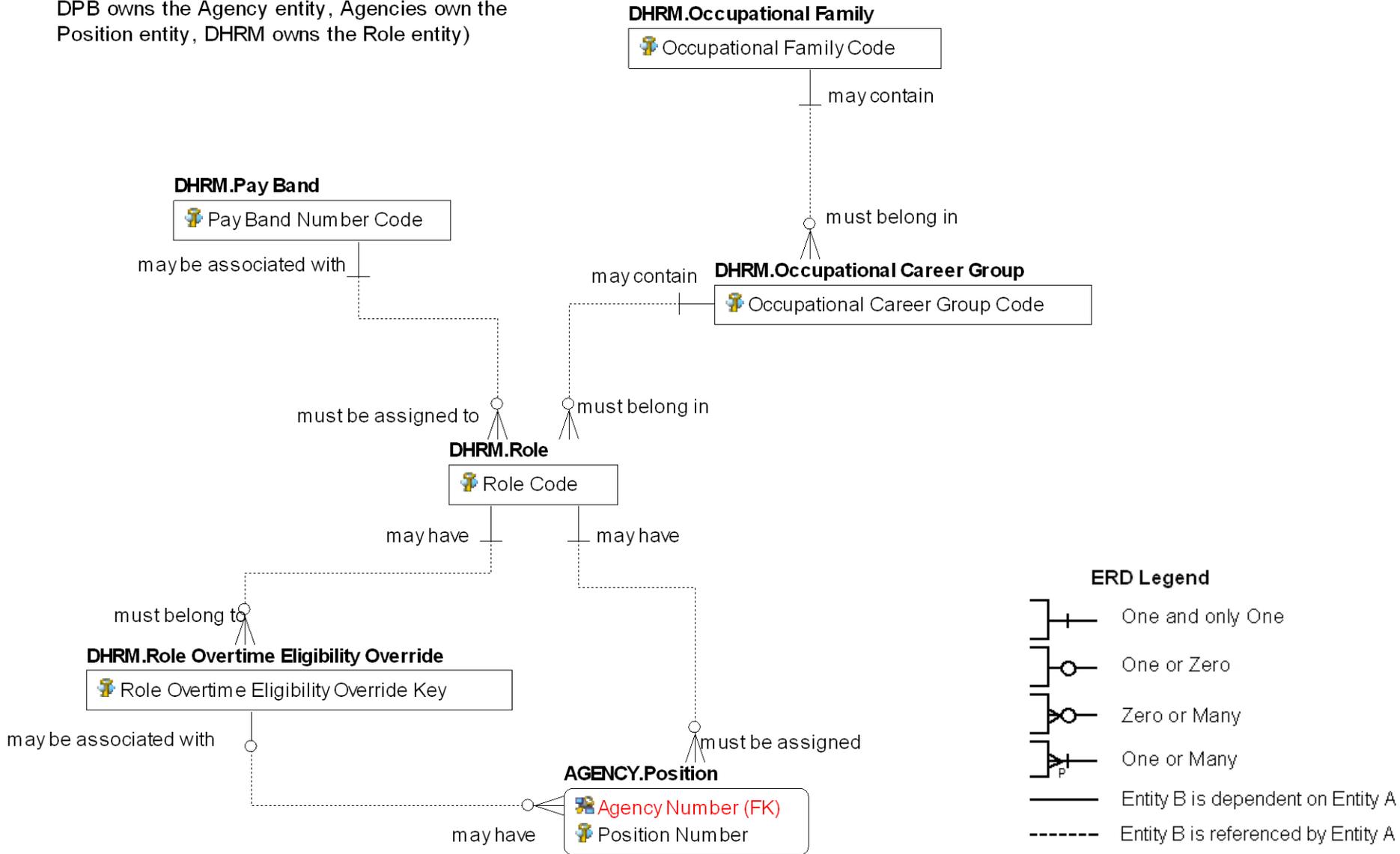
Note: Data entities are prefixed by their owners (e.g., DPB owns the Agency entity, Agencies own the Position entity, DHRM owns the Role entity)



# Figure 4 Role Entity Group

## HR Employee Information Data Standard Role Entity Group

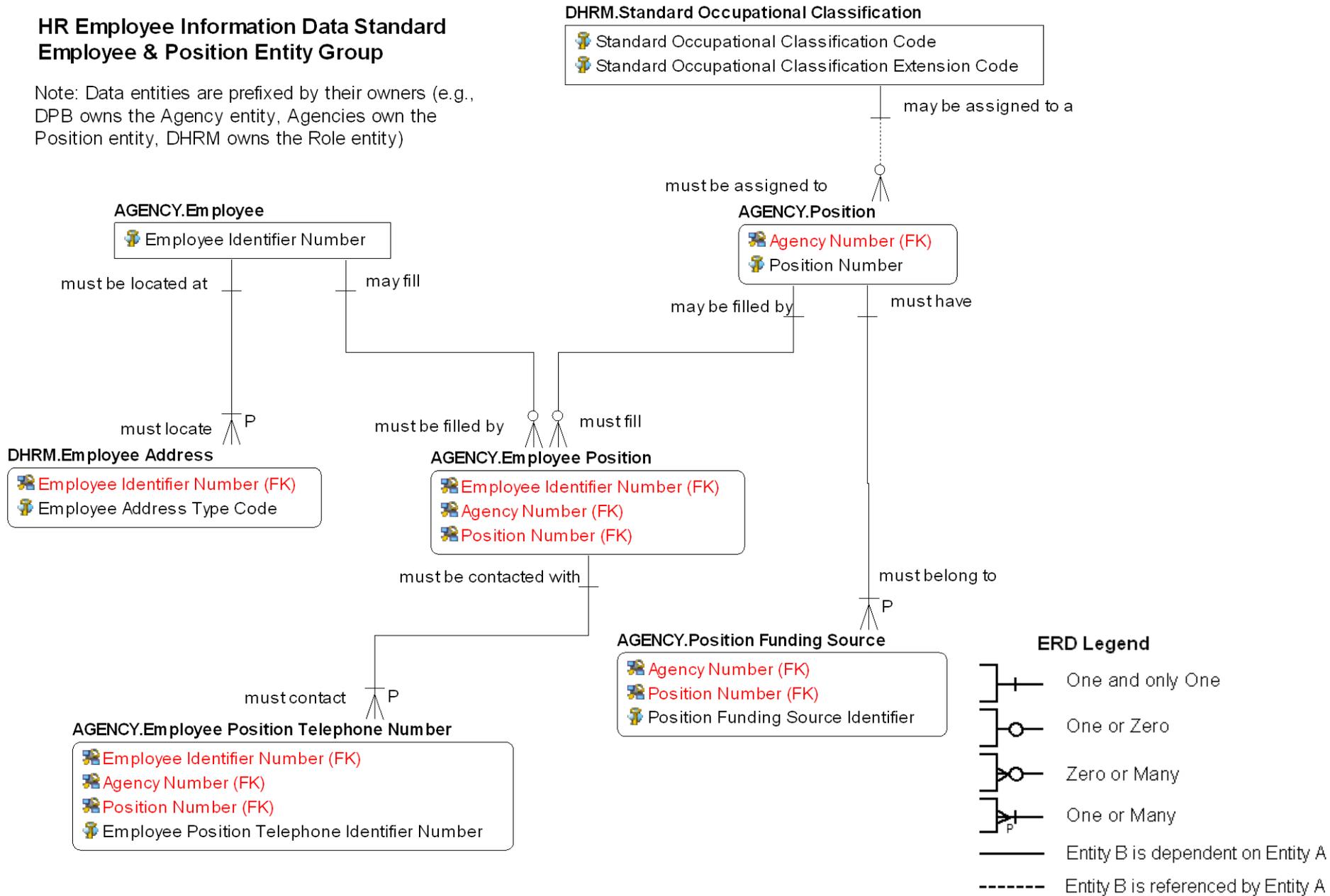
Note: Data entities are prefixed by their owners (e.g., DPB owns the Agency entity, Agencies own the Position entity, DHRM owns the Role entity)



# Figure 5 Employee and Position Entity Group

## HR Employee Information Data Standard Employee & Position Entity Group

Note: Data entities are prefixed by their owners (e.g., DPB owns the Agency entity, Agencies own the Position entity, DHRM owns the Role entity)





# Narrative Walk Through

- **New Requirements**
- **Compliance**



## Discussion & Next Steps

- Discussion
  - Currency
  - Wage
- Next Steps
  - Revisions
  - ORCA