



State of Idaho
DIVISION OF HUMAN RESOURCES
Executive Office of the Governor

BRAD LITTLE
Governor
LORI A. WOLFF
Administrator

Idaho Personnel Commission
Mike Brassey, Chair


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June 11, 2021

MEMORANDUM

TO: Executive Branch Agency/Department Heads

CC: Agency/Department HR Officers

FROM: Lori A. Wolff, Administrator
Division of Human Resources 

SUBJECT: Human Resources Modernization Plan

Thank you for your participation on our call with Governor Little on June 8th regarding Phase 2 of the Luma Project and the Modernization of Human Resources in the State. I recognize that these changes and the commitment of agencies to support this transformation is a heavy lift for your agencies, and I appreciate your willingness to work with the Division of Human Resources on creating the best path forward to implement these models.

As the Governor stated in his letter on June 4th, and as we discussed earlier this week, the proposed model will eventually consolidate all HR functions under the umbrella of DHR. We are committed to maintaining HR staff within the agencies to ensure alignment with business priorities and day to day operations.

I want to share a few things that will change immediately for your agency and then share some longer-term goals and timelines.

As we continue to make decisions about our transition and implementation plans, we want agencies to work closely with DHR on any HR staff that you are recruiting and hiring. We also need you to work with us on any HR classification changes or pay changes that impact current HR staff or classifications. This will make sure that any short-term decisions fit within our longer-term model. Therefore, effective immediately, all personnel actions or decisions related to HR staff in your agencies must be approved by DHR prior to any action. This does not mean that you should not fill HR vacancies, in fact, many of you have critical positions that need filled. This does mean that any job offers, compensation decisions, and classification/reclassification requests must be approved through DHR.

We anticipate you and your current HR staff have many questions. DHR is committed to including agencies in the planning and decision-making process. Beginning next week, DHR will hold regularly bi-weekly meetings with HR staff (outside of our current HR/Director calls) to ensure we have a forum to discuss our path forward with both Luma implementation and HR modernization. Your current HR managers and officers will be invited to our first meeting to be held on Tuesday, June 15th. Our goal is to be transparent about the planning process and ensure our model is developed in a thoughtful manner that supports agency operations and business needs.

Although we do not have a specific timeline for when consolidation of functions will begin, DHR expects to have the HR modernization and centralization fully implemented prior to the Luma Phase 2 implementation in January 2023. We do not anticipate a phased approach by agency, but rather a phased approach by HR function, that will be well coordinated with Luma development priorities. The exact timing of this phased implementation will be determined based on feedback from you and timelines of the Luma project.

I have attached an FAQ that addresses some of the questions you may have, and as promised, I will be scheduling meetings with each of you in the coming days and weeks to discuss this topic further. I know we share the common goal and belief that our human resources are the most important resources we have that allows us to deliver on our mission to Idahoans.

I look forward to meeting with each of you in the coming weeks to listen to your concerns and get your ideas about how to successfully implement this new model of HR support for the State of Idaho.

Thank you for your support in this important effort.

(For Frequently Asked Questions, please refer to the Modernization Page on the DHR website).