



Electrical Organization Owes Industry Success To Its Employees *Automates Hr To Give Back To Its Most Valued Asset*

Mona Electric Group, Inc. (Mona Electric) is one of the largest electrical organizations in the Washington DC Metropolitan area. Mona Electric is currently celebrating its fortieth year in business and is one of the most diversified electrical contractors in the country. With a legendary two-hour or less response time for emergency service, Mona sets industry standards. This standard is maintained through their most valuable asset, their 550 employees.

Time to automate and integrate HR with Microsoft Business Solutions - Solomon

In 2004, Mona Electric's Chief Information Officer, Ron Warren, decided to automate HR and integrate HR with Payroll. He knew that his company had reached a point in which Microsoft Excel, Access, and the likes were no longer sufficient for proper HR and benefits management.

Warren enlisted the assistance of his Microsoft reseller, SIS, Inc., and they began researching human resources management systems (HRMS) that would integrate with Microsoft Business Solutions – Solomon. They went out to five companies which proved to be extremely expensive in the six figure range. None of these company's solutions could offer a direct interface and Warren was "not keen on building bridges."

Warren had provided input into the creation of Solomon's "Advanced Payroll" system and had substantial insight into the product. When SIS, Inc. recommended HROffice, Warren knew right away that his reseller had found him a product that would easily interface with Solomon's Payroll product.

HROffice discovered, purchased, and implemented in less than a month

Warren authorized the purchase of HROffice in June 2004. In choosing HROffice, Mona Electric was able to purchase an HR system that seamlessly integrated with their ERP solution at one-eighth of the price of the original solutions they were considering.

After purchasing the software, the executive team at Mona Electric set a mandate to go live with the Solomon/HROffice integration in January 2005. They wanted to start the year off fully integrated. To ensure everything would be ready for the upcoming year, Warren scheduled implementation of HROffice to begin in October 2004. At this point in time, Mona Electric had about 500 employees.

Warren, SIS, Inc., and an Ascentis consultant "locked themselves in the Mona Electric conference room" to figure the systems out. Warren explains, "The plan was to stay in the room until we fully implemented HROffice and interfaced it with Solomon. I cleared my calendar for several weeks."

"In just three days, HROffice was set up and linked to Solomon, all data was imported, and all employees were trained on the software!" states Warren. He couldn't believe that he had gone from, "seeing a short product demo less than a month ago to seeing the product implemented and live in such a short period of time."

Warren suggests two reasons for the easy deployment. He credits (1) the ease-of-use of the software, and (2) the knowledge of the people managing the deployment.

The after effects of HROffice and examples of ROI

"Now that we use HROffice, I can't fathom how we did our jobs without it," says Warren. Before HROffice, compliance data was located in various locations throughout the Mona Electric HR department. A lot of data tracking reporting was required that wasn't able to be conducted. Mona Electric needed a full-time employee to merely maintain accurate data. Warren continues, "Now, we're compliant. With HROffice, we know all data is accurate, up-to-date, and comprehensive company-wide." HROffice saves Mona Electric one full-time employee and at least 15 hours a week – just from a reporting perspective.



HROffice manages all types of HR and benefits information. Warren illustrates the following example. Mona Electric's HR manager recently asked for a report of all applicants that applied for a particular job posted ten months ago. In the past – prior to HROffice - this request would have created a lot of work for two or more Mona Electric employees. Warren laughs and says, "Needless to say, there would have been some sighs as this was a monumental task at the time. This task would've required a hike to the file cabinets and significant time spent going through paper files. With HROffice Applicant Manager, this report was created in one minute."

Prior to HROffice, Mona Electric's payroll and HR systems were not connected. Payroll kept track of payroll-related data but not training or education. Since Mona Electric is part of the union and has to contend with various jurisdictions, HR has to track all training and education information, no exceptions. The organization needed to track this data for reporting and compliance purposes.

A system that can report on anything and everything

Warren illustrates, "As an electrical organization, we require our employees to have updated first aid courses. We are required to have at least two employees on all job sites with this certification. HROffice makes it easy for us track and report on this information; we can now easily run an OSHA 300 report to ensure job site compliance."

HROffice makes it easy to track and report on anything and everything. Warren cannot stress enough the importance of this characteristic. Mona Electric created custom tabs and HROffice can report on them. Mona Electric pays benefits that don't get deducted from the paycheck but instead get added. Most systems can't handle this but HROffice can. If the information in HROffice, a report can be run on it.

Mona Electric ensures employee satisfaction

The one topic Warren wanted to be sure to touch upon is that of employee satisfaction. He explains, "Mona Electric employees are the sole reason for our company's continued success and management wants to ensure we do as much for our employees as possible."

Warren proudly exclaims, "Mona Electric's employees are 100% more satisfied now that all HR and benefits management processes have been automated. Employees can get immediate and accurate answers to their questions. And, they don't have to deal with the issues that are inherent in a paper-based HR and benefits system."

Point-in-case, prior to HROffice, there were several instances in which an insurance carrier had accidentally missed the enrollment of an employee's dependent. When the employee took their child to the doctor, they were denied coverage. The employee and the Mona Electric HR department had to spend several hours rectifying the situation.

To wrap up his thoughts on HROffice and its value to his company, Warren shares one final ROI example. He says, "This is one of my favorite examples of how much time HROffice can save an organization. I love to see people's reaction when I talk about this. In the past, before HROffice, we had to have one employee spend an entire month compiling and putting together an EEO1 report. Now, that same report takes less than one half-hour. Talk about ROI!" he boasts.

"If not for HROffice we would need two additional employees in the HR department and one additional person in Payroll and Accounting per month," concludes Warren.

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