



**STATE OF NORTH CAROLINA
OFFICE OF STATE HUMAN RESOURCES**

JOSH STEIN
GOVERNOR

STACI MEYER
DIRECTOR

Memorandum

TO: Agency Heads
CC: Agency HR Directors
FROM: Staci Meyer, Director *SM*
DATE: July 23, 2025
RE: Workday HCM Project Update

Thank you for your ongoing engagement and support as the Office of State Human Resources (OSHR) works to modernize our state's HR policies, procedures, and systems. As you all know, one of the most important efforts to achieve this goal is the Workday Human Capital Management (HCM) project. Your flexibility and commitment are essential to our success.

Project Status Update

In Phase I of the Workday HCM project, the state will update its HR systems for recruitment, applicant tracking, employee onboarding and offboarding, position description management, and organizational charts. We are making strong progress toward implementing, on time in October 2025, the state's vendor Workday for these functionalities. We have reached several key milestones, from designing the new recruiting solution, to conducting initial testing with project team members and agency representatives, to preparing for upcoming changes, and most recently, developing training resources to support a smooth transition.

In August we will invite users to explore the new Workday HCM system. This User Experience Preview (UEP) will help state employees become familiar with Workday and build confidence as they work through real-life scenarios.

I-9 and E-Verify Process Update

As part of the Workday implementation, we are also updating our I-9 and E-Verify processes through integration in Workday. Change Agents (subject matter experts) from in-scope agencies were part of the review of the I-9 and E-Verify integration during design, confirmation, and testing sessions. Based on their insights and ongoing discussions with leadership, we have identified key improvements to I-9 and E-Verify processes that will be implemented with Workday:

- **Transition to a Single Memorandum of Understanding (MOU):** The State is moving to a single MOU for E-Verify for those agencies in-scope with Workday.
- **Integrated into the Onboarding Process:** The I-9 and E-Verify processes will be managed directly in Workday's onboarding process, providing a seamless experience.
- **Streamlined Job Transitions:** This change will allow for a smooth transition when changing jobs, as an employee's I-9 document will not need to be re-verified when moving between agencies in-scope with Workday.

As we get closer to launching Workday, we will share additional resources to support your agency through these changes.

Who is Impacted

The implementation of Phase 1 of Workday will impact everyone in our state workforce, whether you are a hiring manager, candidate, or HR team member. This new solution will touch all aspects of our recruiting and onboarding/offboarding processes. To help state employees understand these changes, we are developing targeted communications that outline the impacts and benefits Workday will bring to various roles and responsibilities.

What Is Impacted

For Phase I of the Workday HCM implementation, the following areas and current systems will be impacted:

- Recruitment (moving from NEOGOV)
- Applicant Tracking (moving from NEOGOV)
- Onboarding/Offboarding
- I-9 and E-Verification (now completed within the system)
- Organizational Charts (moving from OrgPlus)
- Job Description Management (moving from PeopleAdmin)
- Reporting Analytics

What We Need

As we move toward this important transition in October, we need your help making sure that your staff are aware of this change and will be ready. I have encouraged agency leadership to work with HR staff to communicate and share information on Workday across all employees. While HR staff and hiring managers will use the system to support filling positions, all state employees need to know how to apply for jobs within Workday. One of our goals is to see our existing workforce will seek further career opportunities within N.C. state government, while attracting the best and brightest external talent. I encourage everyone to stay informed and engaged as we move forward.

Thank you for your continued partnership, engagement, and adaptability as we prepare teams for this important transformation. Your continued involvement and support have been instrumental and are vital to our collective success. I look forward to working together throughout this journey.

Signature: 
Staci Meyer (Jul 23, 2025 16:47:48 EDT)

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