

October 2025 Newsletter



PROJECT UPDATES >>>>

WHAT'S NEW

The Kern360 Project Team recently completed unit testing, and the end-to-end build is underway.

During unit testing, the team worked through more than 450 scenarios. From running and verifying employee type reports to confirming bilingual pay, testers worked meticulously to identify and resolve any issues before moving on.

Testing covered many key functions— compensation, absence, benefits, payroll, reporting, and more—under a wide range of employee roles. For example, the Benefits Team completed a variety of Change Benefits scenarios like adding a child or documenting a divorce. They verified that only the correct options showed up on each life event form; that supporting documents could be uploaded and viewed properly; and that all notifications and approvals went to the right people at the right time. The team tested, sent feedback, and retested again until the Change Benefits process operated smoothly. With the newly tested Change Benefits feature in Kern360, you can look forward to a simple fully-online process. You'll be able to initiate a change, select coverage, upload supporting documents, and receive notifications on the status of your request directly in Kern360.

The Absence Team also diligently tested high-priority areas like paid time off and leaves of absence. In fact, the team worked more than 100 scenarios related to time off, accruals, and leaves. They tested that each employee group had access to the correct types of time off and that their requests were routed to their designated approver. They also tested Kern360s enhanced FMLA/CFRA (Family Medical Leave Act/California Family Rights Act) tracking capabilities. Departments can expect real-time FMLA/CFRA usage and eligibility reporting with Kern360.

In all functional areas, the team executed careful step-by-step testing to ensure Kern360 will deliver a reliable, accurate, and user-friendly experience in the future. The team made significant progress troubleshooting and configuring Kern360, and there's much more testing and refining to come to deliver the best results for each employee.

You can follow along with the project progress on the [Project Info Kern360](#) page. See a summary of [HCM features](#) on the [Kern360 About](#) page or access the live financials side by visiting [Kern360 Financials Production](#).

WHAT'S NEXT

The project team is currently completing the end-to-end build. They are resolving errors they found during unit testing and configuring the time tracking system. On November 10, the new build will be ready for end-to-end testing.

Where unit testing focused on making sure each component in Kern360 worked the way it needed to on its own, end-to-end testing will assess how all components work together. Test groups consisting of staff from a variety of functional areas will run through a wide spectrum of scenarios, taking employees from initial recruitment through terminations and retirements. Each test group will be working hard in the coming months to ensure a smooth process during each step of the employee journey.

UNIT TESTING

Each component in Kern360 works on its own



END-TO-END TESTING

Components in Kern360 work well together



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PRIZE ALERT!

We want your involvement! Each newsletter features an activity you can complete for a chance to enter our opportunity drawing. The grand prize winner will receive a \$25 Amazon gift card, and two additional winners will receive exclusive Kern360 swag.

This month, you're invited to enter the opportunity drawing by filling out a short form telling us what's on your mind related to Kern360. Fill out **this form** by November 12 to be included in the opportunity drawing!

SEPTEMBER PRIZE WINNERS

Congratulations to our September prize winners Catherine Ortega, Bailee Dodson, and Jennifer Stilwill! Thank you for joining the September challenge!

SYSTEM FEATURE SPOTLIGHT ●●●

BENEFITS DASHBOARD

With this year's open enrollment drawing to a close, we have benefits on our minds. Our Health Benefits Team has been working hard to ensure we all receive exceptional care right now and in our future state with Kern360. This month, we're shining a spotlight on the Kern360 benefits dashboard, one of the features that we'll get to enjoy in future state.

The benefits dashboard will offer you a new level of visibility into your benefits information as well as helpful self-service features. You'll be able to submit qualifying life events for benefits changes, access direct links to provider sites, and review your coverage and premiums all in one place. Check out the [Benefits Dashboard Sneak Preview](#) on the [Kern360 portal](#) to catch a glimpse of what your future benefits management will look like.

THE MORE YOU KNOW

FINDING YOUR DRAFTS

If you often work with spend authorizations, requisitions, or invoices and need a good way to find your works in progress, this one is for you.

Kern360 includes multiple reports for finding specific items and filtering by their status. Review the [Finding Your Drafts Job Aid](#) to get instructions on using reports to find your unsubmitted draft work.

BEHIND THE BUILD



Rosy Cota
Senior Health Plan
Services Specialist

In each month's Behind the Build, you'll meet one of the HCM team members working hard to build Kern360.

This month, we'd like to introduce you to Rosy Cota, a member of the County's small but mighty Health Benefits team and an invaluable contributor to the Kern360 project. Rosy's dedication to serving our workforce shows in the thoughtful and thorough way she defines and tests system requirements, ensuring that what we build truly meets the full spectrum of employee needs. While managing her full-time operational responsibilities, Rosy also serves as a functional lead on the project, bringing positivity, expertise, and collaboration to every task. Her commitment to excellence and desire to deliver quality results will leave a lasting impact on County employees for years to come.

KEYWORD CORNER



Security Roles define what access level and permissions a user has. Each user may have one or more security role, and these roles determine what information a user can see and which actions they can take in Kern360. Menus, reports, and data will only appear in search and navigation for users with access through their roles, so you'll never see items you can't access in the system.

Security Groups are sets of users who share the same security permissions based on criteria like their job, location, or assigned role. Kern360 uses groups to organize security roles.

Thank you for your participation and feedback as we move forward. If you have questions or comments regarding the newsletter or the [Kern360 Project Portal](#) website, please contact stockwells@kerncounty.com.

Samantha Stockwell

Kern360 Change Manager