

December 2025 Newsletter



PROJECT UPDATES >>>>

WHAT'S NEW

End-to-end testing is underway. The project team has begun working through the more than 1,000 tests designed for end-to-end testing. Though the team has encountered more failed tests than anticipated, they are making progress and are working closely with our implementation partners to find effective solutions.

The first round of testing will last until after winter recess. Once each scenario has been tested at least once, the team will enter phase two, where they will retest any scenarios that failed in phase one. This second round of testing will troubleshoot and fine-tune the solutions implemented during phase one.

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

WHAT'S NEXT

Further end-to-end testing is up next for us. Additional troubleshooting, expanded testing, and a larger pool of testers will be part of phase two.

During phase two, our focus will shift from running each individual scenario to retesting and resolving defects. Once end-to-end is complete, we'll begin another build, the payroll parallel build. We'll be adding more information about the payroll parallel build in next month's newsletter as we get closer to the conclusion of end-to-end testing.

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

SYSTEM FEATURE SPOTLIGHT

NAVIGATING YOUR ORG CHART

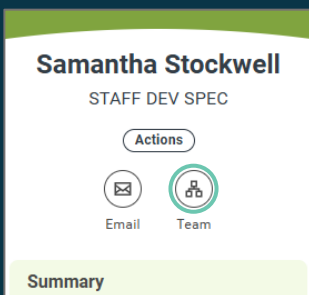
This month's feature combines with our prize activity, so don't miss your chance to enter the opportunity drawing while you learn about org charts!

The [instruction guide](#) for your opportunity drawing activity walks you through how to access the org chart for all of Kern County. You have even more avenues for accessing your org chart, though!

If you would like to explore your org chart starting with your own team, try clicking the My Org Chart shortcut on your Kern360 homepage or searching for the My Org Chart report in your global search bar as pictured below.



You can also zoom in on your team's place in the org chart by accessing the Team icon on your employee profile. If you'd like a refresher on



accessing your employee profile and all its features, check out the [Profile Overview](#) one-pager from our last newsletter.

Remember, some of the features outlined in the profile overview won't show on your employee profile until the full system go-live in June.

Once you've accessed your team in the org chart, you can navigate throughout your department org chart by clicking the up and down arrows at the top and bottom of your org chart screen.

Review the [instruction guide](#) for tips on navigating all the levels of your org chart. The guide also spells out how to access the org chart for the entire county. You can use the instructions in the guide to navigate to a specific department's org chart, or you can use your global search bar to find the org chart report.

PRIZE ALERT!

This month, you have a chance to win prizes by exploring the org chart in Kern360.

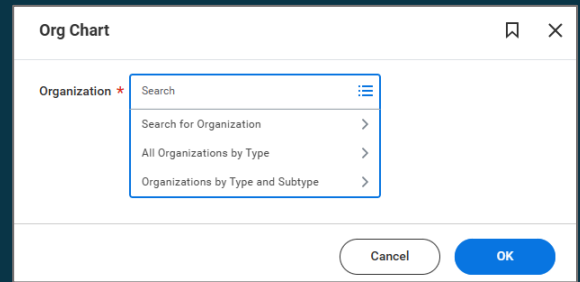
This [instruction guide](#) will walk you through your opportunity drawing activity and give you some pointers on navigating the org chart. At the end of the activity, you'll use the information you find in the org chart to fill out a [form](#) for entry into the opportunity drawing.

Complete the activity and fill out the form, and you'll have a chance to win a \$25 Amazon gift card or exclusive Kern360 swag!

NOVEMBER PRIZE WINNERS

Congratulations to our November prize winners—Desiree Lopez, Jon Colocho, and Gissel Leper! Thank you for joining the November challenge!

When you search for and select the org chart report, you'll be able to search for the organization/department you would like to view using the Organization search as pictured right. Select the department you'd like to view from the search or use the type and subtype filters to locate your chosen department. Once you click OK, you'll be able to navigate your selected department's org chart using the same steps outlined in the instruction guide.



KEYWORD CORNER

Time and Absence - In Kern360, time and absence are tightly connected. Any time you see the term “absence” in Kern360, it’s referring to any time not worked—think vacation, comp time used, sick leave, etc. Time, on the other hand, refers to hours worked. Kern360’s timesheet features give you a seamless experience managing your time in the office and away from it. You’ll be able to take a number of actions like viewing your leave balances, requesting an absence (vacation, sick, etc.), managing existing absence requests, and entering time worked from one integrated system.



THE MORE YOU KNOW

WHAT’S NEW FOR THE FAQ



The Kern360 project portal has an [FAQ page](#) dedicated to gathering your questions and getting you the answers you need.

The [FAQ page](#) features questions your coworkers have asked along with the answers. Have a question we haven’t answered yet? Use the [FAQ form](#) to send it our way for possible inclusion on the website

We’re reviewing your questions and adding answers to the FAQ page regularly. Check the page intro to see the last date new answers were added.

Recently, we’ve added questions from you about time tracking and profile features. Check out the System & Features and Time Tracking & Absence sections on the [FAQ page](#) to see the questions your teammates have been asking in the past few weeks.



BEHIND THE BUILD

MEET HOLY SU, SENIOR ACCOUNTANT

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 Holy Su, a key member of the small but mighty Kern County Payroll team. Holy plays a critical role in ensuring every County employee is paid accurately and on time while she also contributes deeply to the Kern360 implementation. Engaged since the Spring of 2024, Holy has been a part of both the Financials phase and now the HCM phase. She brings consistency, deep analysis, and unwavering positivity to an exceptionally complex body of work. Her thorough approach and dedication help ensure we are building a system that delivers accurate, reliable payroll for all. Kern360 is stronger because of Holy’s commitment and expertise.

Thank you for your continued flexibility and support. 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