

## CPDSS Patch - 24 May 02

To All CPDSS Users:

A patch will be loaded to CPDSS on 24 May 02 that will fix a scoring problem on the internal rosters (see below for additional details). Unfortunately, applying the patch will cause a number of Job Analysis Promotion Plan Templates to change to archived status. I struggled with making this decision because it will cause you additional work; however, we need to fix a scoring problem.

**BACKGROUND:** Approximately 18 months ago, we loaded a patch to CPDSS to fix a problem with scoring internal rosters. This patch was tested and went into production. However, an issue raised a couple of weeks ago caused me to revisit the way scoring was being accomplished on internal templates. During my review, I noticed that applicants were not scoring correctly when one specific template was used. I recreated the template from scratch and the applicant received the correct score. Upon further review of the original template, I determined it had been created (using the "save as" function) from a template that was developed prior to the patch that fixed the internal scoring problem. The original template was 'bad' and subsequent templates created from it, using the 'save as' function, carried the problems forward.

The original problem stemmed from the way we did business when the first IOC bases began using CPDSS. Prior to November 2000, Charleston and McChord AFB were the only bases using CPDSS to fill internal jobs. Employees at these bases were required to submit resumes to self nominate for a vacancy. CPDSS was designed to use Resumix Grammar in conjunction with employee data from MDCPDS and Experience History to rank and rate candidates. To accommodate this 'mix and match' approach to staffing, some templates were built using both Resumix and MDCPDS/Experience History data fields. The subsequent patch eliminated the use of both Resumix and MDCPDS data and users were told to modify templates to reflect this change. If the templates were not properly modified, any template created from the original templates inherits a scoring error.

After the 24 May patch is loaded if a user wants to use an archived template, they will need to use the "save as" function to save the template in a "test" status. The template should then be reviewed for completeness. Any appropriate corrections should be made before the template is used to rank candidates.

In addition, a review of a number of newly created, approved templates in the template library shows that Internal templates have been built with "external data fields" in the AND/OR Logic. To clarify, the internal template should use only skill codes and MDCPDS/Experience History data fields to add restrictions on an applicant. These restrictions are assigned in the AND Logic. In my review, I found that some external data fields have been used as restrictions in the AND logic (for example, Highest Grade Held and Eligibility Status). This use of external data elements on these templates causes scoring failure.

I also found External templates built with AND logic restrictions of 12 Months Experience. This causes an error condition.

The Resumix and CPDSS Training Material outline the fields that should be used when building Internal and External Announcements. I have attached that page of instruction for use in building future templates and reviewing existing templates to ensure they are correct. We will also be taking steps to ensure the system eliminates the possibility of 'mixing and matching' now that Charleston and McChord are no longer using resumes to fill internal jobs. In June, we will load a patch that will change the options available to you in the AND/OR logic. The Internal template page AND/OR Logic will only include those data fields that apply

to internal candidates and the External template page will only include those data fields what apply to external candidates.



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This review also indicated that templates are being developed that repeat skills from one rule to the next with all the restrictions remaining the same. PPRS used progression levels that required employees to meet PLF 1 (or rule 1) before progressing to the next PLF (or rule 2). This is not how CPDSS is designed. CPDSS flows applicants to the highest rule met without flowing through any of the lower level rules.

Finally, it should be noted that a connection exists between improperly built templates and performance. When an external template includes internal restrictions, CPDSS looks for this information-and performance suffers. The same is true when internal templates include external restrictions. Replicating skills from one rule to another also affects performance. Cleaning up these templates will have the added benefit of improving overall CPDSS performance.