



**Financial Management Modernization Initiative (FMMI)
Fiscal Year 2016 Yearend Meeting Recap**

Meeting Date:	October 13, 2016, 10 am – 11 am, Central
Purpose:	To discuss Yearend Timeline and Related Activity
Desired Outcome:	To ensure everyone understands the year end timeline. Deliverables and actions are taken to ensure an efficient and smooth yearend close.

Attendance

Name	Present?
AMS/GIPSA	Yes
AO	Yes
APHIS	Yes
ARS	Yes
Chief Economist	
Civil Rights	
Communications	
DA	Yes
DM	Yes
ERS	Yes
Executive Secretariat	
FAS	Yes
FNS	Yes
Forest Service	Yes
FSA	Yes
FSIS	Yes
General Counsel	
Homeland Security	Yes
NASS	Yes
National Appeals Division	

Name	Present?
NIFA	Yes
NRCS	Yes
OBPA	
OCFO	Yes
OCIO	Yes
OIG	
OSEC	Yes
Procurement Systems Division	
RD	Yes
RMA	Yes
Asset Reconciliation Branch	Yes
BI Backend Processing	
Customer Support Branch	Yes
Financial Reporting Branch	Yes
IPAC Branch	
Master Data Management Branch	Yes
Processing Services Branch	
System Security	
Working Capital Fund	Yes
Quality Production Management	Yes
Consolidating Reporting Division	Yes

Agenda

Time	Speaker	Topic
3 minutes	Ella Robertson	Roll Call
5 minutes	Ella Robertson	Walk through timeline
1 minutes	Barbara Frye	Year End ServiceNow requests or incidents
5 minutes	All	Open Discussion
1 minutes	Ella Robertson	Next Meeting



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Meeting Minutes

- Ella reported that FMS was still waiting for information for Department of Homeland Security. Need to know which agencies have to process documents in period 14 before it is closed.
- Ella also reported that FMS is working with some agencies on very specific issues as needed.
- Jeff from RD asked whether the accrual reversal job for non-payroll activity had completed. Cabrina responded no. The job is still running.
- Melanie from Forest Service stated that they were missing transactions in BOBJ but they could see them in FSDW. The incident number was 33635. Customer Support indicated that they would reach out to Melanie after the call.
- Larry Blim from FNS requested that Ella call him after the teleconference to discuss a budgetary problem encountered the agency.
- Next meeting is Friday at 10:00 a.m. CT.

Action Items

Description	Responsible Person	Due Date	Notes