



Financial Management Services (FMS) Operations and Maintenance Meeting Recap

Meeting Date:	September 20, 2018 9:00 a.m. Central
Location:	Teleconference
Purpose:	To discuss O&M Related Activity
Desired Outcome:	To provide two-way communication between the FMS teams and the Agencies using FMFI to operate their business processes and accomplish their mission.

Attendance

Name	Present?	Name	Present?
MRP	Yes	OCIO	Yes
ARS	Yes	Congressional Relations (OCR)	No
Chief Economist	Yes	Executive Secretariat (OES)	Yes
DA Formerly DM	Yes	OGC	No
ERS	Yes	OIG	Yes
FAS	Yes	OSEC	No
FNS	No	RD	Yes
Forest Service	Yes	RMA	Yes
FSA	Yes	National Appeals Division	Yes
FSIS	Yes	ARB	Yes
Homeland Security	Yes	Agreements Management Branch	Yes
IAS	Yes	BI Backend Processing	No
NASS	Yes	Customer Support Branch	Yes
NIFA	Yes	Directive and Training Branch	Yes
NRCS	Yes	Financial Reporting Branch	Yes
OPPE Formerly (OAO)	Yes	IPAC Branch	Yes
Civil Rights (OASCR)	No	Master Data Management Branch	Yes
OBPA	Yes	Processing Services Branch	Yes
Communications (OC)	No	Systems Security	Yes
OCFO	Yes	Working Capital Fund	Yes

Agenda

Time	Speaker	Topic
2 minutes	BI Team Representative	BID Reports
2 minutes	Security Team Representative	SSCD Security
2 minutes	Lisa Smith OCFO	DATA Act Dashboard
5 minutes	Open Discussion	FMS Staff

Minutes

1. **The BI Team** – HANA ULO Report latest update.

We are still working with SAP to attempt to increase memory, but some query testing failed. SAP is working to address the issues, and updates will be provided. If you have other problems, please submit a ticket through ServiceNow.

2. **Security** – Nothing to report. No questions or concerns.

3. **Open Discussion** –

a. DTB sent a FMS Notification on 9/19/18 for the Ameresco BPA call.

Perri Johnson is the POC for Operational issues associated with FCDs, FMMI processing, Service Fee data, etc. Perri can be reached at Perri.Johnson@cfo.usda.gov. Andria Milton and John Flores are the POCs for inquiries linked to establishing a requisition, BPA calls, IAS-IPP issues, etc. Their email addresses are Andria.Milton@cfo.usda.gov and John.P.Flores@ftc.usda.gov.

b. OCFO, Lisa Smith provided an update on the DATA Act FMMI Enhancement for the 4th quarter hard-stop edit warnings of FY18. Beginning FY19, these warnings will become hard edits for PO and Non-referencing FI documents that are potentially DATA Act reportable as outlined in OCFO Bulletin 17-02.

c. CEC asked about the error list emailed to a small group of agencies? Agencies are required to capture PIID and FAIN data at the header level, not at the line item. Instructions for entering PIID and FAIN are included with OCFO Bulletin 17-02.

d. NRCS asked if PIID or FAIN is not on PO level will invoice fail? Yes. For non-federal vendors, the PIID or FAIN must be on PO or processing will not continue.

e. If a PIID or FAIN was entered incorrectly, can it be corrected? Yes and it should be corrected to ensure accounting information is picked up correctly.

- O&M Recaps are posted to the FMS website

Action Items

Description	Responsible Person	Due Date	Notes
None	N/A	N/A	N/A

Note: Next meeting, Thursday, September 27, 2018 at 9:00 a.m. CT.

For inquiries, please contact the [FMSC Help Desk](#).