



Financial Management Services (FMS) Operations and Maintenance Meeting Recap

Meeting Date:	October 4, 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 FMMI 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	No	OIG	Yes
FAS	No	OSEC	No
FNS	Yes	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	No	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. The team has migrated new HANA models to QA for unit testing. They are continuing to go through a few phases of testing of every component of the model, like performance and reconciliation. We will continue to keep you updated as progress is made toward the resolution.
2. **Security** – FSA asked if an employee is locked out of the system who should they contact? Security said they should reach out to their Security Administrator. If your Administrator can't resolve the issue, then reach out to FMS Security staff.
3. **Open Discussion** –
 - a. APHIS has specific concerns about document postings and account assignments. A Help Desk representative explained that in general, budgetary postings are driven by commitment items. An NA in the commitment item field will result in a DATA Act reporting error. A ServiceNow ticket will be submitted and assigned for both issues.
 - b. Lisa Smith provided an update on the DATA Act Error Report and asked all Agencies to check reports for error reporting and make corrections. Header (PIID/FAIN) updates can be made to the documents in error to address 4th Quarter reporting issues.
 - i. In FY19 Ameresco will be established via a BPA per Business Area requiring appropriate PIID codes. Perri Johnson provided additional details – [please see the attached](#) PDF file for more information.
 - ii. In FY19 the MetTel PIID code will be provided to Agencies. [Please see the attached](#) for additional information.
 - iii. Liz Rafferty advised that new mass uploads will be provided to Agencies via FMMI Help to include the PIID/FAIN field. A communication will come out later today.
 - c. Perri Johnson reminded Agencies how critical it is for Agencies to establish the Ameresco fee contract in IAS-IPP. For your convenience a **FY19 Ameresco Utility Planning Update** summary is [attached](#) with deadline information to avoid disruption of utility services.

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, October 11, 2018 at 9:00 a.m. CT.

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