



Financial Management Services (FMS) Operations and Maintenance Meeting Recap

Meeting Date:	November 8, 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	Yes	OGC	No
ERS	Yes	OIG	Yes
FAS	No	OSEC	No
FNS	Yes	RD	Yes
Forest Service	Yes	RMA	Yes
FPAC	Yes	National Appeals Division	No
FSA	Yes	FMS	
FSIS	Yes	ARB	Yes
Homeland Security	No	Agreements Management Branch	Yes
IAS	Yes	BI Backend Processing	No
NASS	Yes	Customer Support Branch	Yes
NIFA	Yes	Directive and Training Branch	Yes
NRCS	No	Financial Reporting Branch	Yes
OPPE	Yes	IPAC Branch	Yes
Civil Rights (OASCR)	No	Master Data Mgmt. Branch	Yes
OBPA	Yes	Processing Services Branch	Yes
Communications (OC)	No	Systems Security	Yes
OCFO	Yes	Working Capital Fund	No

Agenda

Time	Speaker	Topic
2 minutes	BI Team Rep	BI Reports
2 minutes	Security Team Rep	SSCD Security
5 minutes	Open Discussion	FMS Staff/Agencies

Minutes

1. **The BI Team** – All modules are updated and available.

- a. The BI team continues to make positive progress on HANA ULO. Report level issues that were identified during last week's testing were resolved and moved back to QA. The team is currently ironing out a few differences. The developers hope to complete Unit and System testing by COB Monday, November 12th. Thereafter, the team will schedule a turnover with the QA team. QA will subsequently reach out to the customers regarding UAT scheduling.

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

3. **Open Discussion** –

- a. Agencies reminded of the FMFI maintenance this weekend beginning at 6 a.m. CT Saturday, November 10th through noon, Sunday, November 11th.
- b. Prior year Window will be opened to process expired fund rejects today and tomorrow (11/8-11/9/18) and will also be opened at the end of the month to allow additional time processing.
- a. Processing Services Branch (PSB) – provided update on MetTel FY19 FCD Data. **PSB** received a report from MetTel that indicates only 6 of 28 agencies have completed the required updates for FY19 as of Tuesday, 11/06/18. The 6 agencies that finished their updates received a notification from PSB last week that confirmed completion of this task. The remaining 22 agencies will receive spreadsheets with all their MetTel accounts (updated and not updated). Agencies are expected to make the necessary updates in the MetTel portal as soon as possible to prevent disruption of telecommunication services. Contact Perri Johnson at Perri.Johnson@cfo.usda.gov, Wanda Ussin at WANDA.USSIN@cfo.usda.gov and Andria Milton at ANDRIA.MILTON@cfo.usda.gov.

- 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, November 15, 2018 at 9:00 a.m. CT.

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