



Financial Management Services (FMS) Operations and Maintenance Meeting Recap

Meeting Date:	December 13, 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	No	OIG	Yes
FAS	No	OSEC	No
FNS	Yes	RD	Yes
Forest Service	Yes	RMA	Yes
FPAC	No	National Appeals Division	No
FSA	Yes	Working Capital Fund	Yes
FSIS	Yes	FMS	-
Homeland Security	No	ARB	No
IAS	Yes	Agreements Management Branch	Yes
NASS	Yes	BI Backend Processing	Yes
NIFA	Yes	Customer Support Branch	No
NRCS	Yes	Directive and Training Branch	Yes
OPPE	No	Financial Reporting Branch	Yes
Civil Rights (OASCR)	No	IPAC Branch	Yes
OBPA	No	Master Data Mgmt. Branch	Yes
Communications (OC)	No	Processing Services Branch	Yes
OCFO	Yes	Systems Security	Yes

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 –**
 - a. All modules are updated and available.

- b. HANA ULO – The system should be available in the next few days for testing and the QA team will reach out to the Agencies. Tiffany expressed gratitude to the Agencies for their patience though-out this major and complex project.
 - i. Migration for testing should be completed by the QA team later today or tomorrow.
 - ii. Because of QA environment data limitations, testing will be in production and instructions will be provided by the QA team.
 - iii. Agencies will be contacted to provide testers.
 - iv. Agencies should not use the HANA ULO report until testing is complete and will be notified when HANA ULO is approved for overall production.

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

3. Open Discussion –

- a. The Expired Funds table will be open Dec. 17 – 21, 2018 for final processing.
- b. FS requested information on posting Payroll Accrual for next week due to the CR not being extended if there is a Government shutdown. Bill advised Payroll Accrual is still scheduled to run next week; however, it is now being discussed what actions will take place if there is a shutdown. Agencies will be notified if there is a change in the schedule.

- 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, December 20, 2018 at 9:00 a.m. CT. (New Orleans participants meeting held in NASA 101 Conference Room.)

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