Financial Management Services (FMS)
Operations and Maintenance Meeting Recap

Meeting Date:	April 18, 2019 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	No	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	Yes
FSA	Yes	Working Capital Fund	Yes
FSIS	Yes	**FMS Branches**	-
Homeland Security	Yes	ARB	Yes
IAS	No	Agreements Management	Yes
NASS	No	BI Backend Processing	Yes
NIFA	Yes	Customer Support	Yes
NRCS	Yes	Directive and Training	Yes
OPPE	No	Financial Reporting	Yes
Civil Rights (OASCR)	No	IPAC	Yes
OBPA	No	Master Data Mgmt.	Yes
Communications (OC)	No	Processing Services	Yes
OCFO	No	Systems Security	Yes

Agenda

Time	Speaker	Topic
5 minutes	BI Team Representative	BI Reports
5 Minutes	Security Team Representative	Security Issues
5 minutes	FMS Staff/Agencies	Open Discussion

Minutes

1. **BI Team –** HANA ULO Status
   It was announced that there is a plan to retire BI ULO within the next thirty days. If additional time is needed, please contact Customer Service and it will be considered.
   a. WCF requested date of BI ULO retirement? WFC requires to use of BI ULO to prevent having to pull 5 separate reports. There is no set date but will bring their concerns to Tiffany and the team.
   b. FS asked if there is an update on the Period of Performance for IAS docs in HANA ULO? Yes. Period of Performance for IAS related document was implemented on last Friday, April 12th.

2. **Security –**
   Nothing to report. No question.

3. **Open Discussion –**

   FMMI Payroll Processing – NFC will produce retro pay in pay period 07. They are anticipating a large volume of data to increase up to 13X normal volume and this could cause a problem for backend processes like BI.
   a. The plan is, once the payroll splitter completes Saturday morning FMS will assess the data volume and may have to process into FMMI in multiple steps by Agency.
   b. Schedule will be set by Monday morning and Agencies not processed over the weekend will be notified.
   c. This may impact the payroll accrual run for next weekend. FMS will have a better understanding of the true impact by Monday and Agencies will be notified if the accrual schedule changes.

- 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, April 25, 2019 at 9:00 a.m. CT. (New Orleans participants meeting held in 101 Conference room.)

For inquiries, please contact the FMSC Help Desk.