



Financial Management Services (FMS) Operations and Maintenance Meeting Recap

Meeting Date:	April 2, 2020 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	Congressional Relations	No
ARS	Yes	Executive Secretariat (OES)	No
Chief Economist	Yes	OGC	No
DA	Yes	OIG	Yes
ERS	No	OSEC	No
FAS	No	RD	Yes
FNS	Yes	National Appeals Division	No
Forest Service	Yes	Working Capital Fund	Yes
FPAC	Yes	-	-
FSIS	Yes	FMS Branches	-
Homeland Security	No	ARB	Yes
IAS	Yes	Agreements Management	Yes
NASS	Yes	BI Backend Processing	Yes
NIFA	Yes	Customer Support	Yes
OPPE	No	Directive and Training	Yes
Civil Rights (OASCR)	Yes	Financial Reporting	Yes
OBPA	Yes	IPAC	Yes
Communications	No	Master Data Management	Yes
OCFO	Yes	Processing Services	Yes
OCIO	Yes	Systems Security	No

Agenda

Time	Speaker	Topic
2 minutes	BI Team Representative	BI Reports
2 minutes	Security Team Representative	Security Issues
3 minutes	TOMB Staff	Upcoming DR Test (April 3 rd – 5 th)
2 minutes	FMS Staff/Agencies	Open Discussion

Minutes

1. **BI** – All modules are updated. No questions.
2. **Security** – No questions.
3. **Open Discussion** –
 - a. TOMB (Gerald Spears) – reminded agencies the FMS upcoming DR drill is still on target. All FMMI normal Production systems access will be temporarily unavailable beginning 6:00 p.m. Friday, April 3rd through 6:00 p.m. Sunday, April 5th. A message will be sent to testers Friday, April 3rd and another message will be sent on Saturday morning confirming the testing window is open.
 - i. PSOB (Bill Kihneman) – reported this is a (NFC) processing payroll weekend. When DR Drill start all batch jobs will stop after 6:00 p.m. CT Friday, April 3rd and payroll batch job will run next weekend.
 - ii. MDM (Bob Gargoni) – ask if the FMD program job will automatically run? Bill explained PSOB will manually start those jobs that run during the day.

Action Items

Description	Responsible Person	Due Date	Notes
None	-	-	-

Note: Next meeting, Thursday, April 9, 2020 at 9:00 a.m. CT. (New Orleans participants meeting held in FMS Conference room 101.)

As always, your continued support and patience is greatly appreciated.

For inquiries, contact the [Financial Management Service Help Desk](#).