



Financial Management Services (FMS) Operations and Maintenance Meeting Recap

| | |
|-------------------------|--|
| Meeting Date: | September 17, 2020 9:00 a.m. Central |
| Participants: | Join Microsoft Teams |
| 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: | Recorded through MS Teams Attendance Report |

Agenda

| Speaker | Topic |
|--------------------------|---------------------------|
| FMS Representative(s) | FMS Notifications |
| FMS Branch(s) | FMS Updates |
| Agency Representative(s) | Agency Questions/Comments |

Meeting Recap:

FMS Notifications

1. The Expired Funds table is opened through October 30, 2020, to promptly clear all expired fund errors and process FY2020 voucher.

FMS Branch(s) Notifications/Updates

1. TOMB – The scheduled system maintenance for the weekend of September 26th has been pushed to October 3rd. A notification will be sent out as a reminder to agencies of this event.
2. MDMB – Some agencies are not completing the Non-Vendor Master Data Element template properly or they're unable to locate it on the FMS webpage. The link to the template is provided below along with the MDMB POCs. Questions on how to complete the form can be sent to Bob Gargoni at robert.gargoni@usda.gov, Gino Pecoraro at gino.pecoraro@usda.gov or Jason Lala at jason.lala@usda.gov.
https://www.nfc.usda.gov/FSS/Publications/FMS/SAP_Resources/MasterData/master_data.php.

Action Items

| Description | Responsible Person | Due Date | Notes |
|-------------|--------------------|----------|-------|
| None | - | - | - |

Note: Next teleconference meeting, Thursday, September 24, 2020 at 9:00 a.m. CT.

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

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