



## Financial Management Modernization Initiative (FMMI) Fiscal Year 2022 Yearend Meeting Recap

<b>Meeting Date:</b>	September 15, 2022, 10:00 am – 11:00 am, Central
<b>Location:</b>	Teams Meeting
<b>Purpose:</b>	Year End Kickoff Meeting
<b>Desired Outcome:</b>	Plan and improve yearend close process for FY 2022.

### Attendance

Name	Present?	Name	Present?
AMS	X	OBPA	X
OPPE		OCFO	X
APHIS	X	OCIO	X
ARS	X	Office of Hearings and Appeals (NA)	X
CCC	X	OIG	X
Chief Economist		OSEC	X
Civil Rights		Procurement Systems Division	X
Communications		RD	X
DM	X	RMA	X
ERS	X	Agreements Management Branch	X
FAS	X	Asset Reconciliation Branch	X
FNS	X	BI Backend Processing	X
Forest Service	X	Customer Support Branch	X
FPAC – Business Center	X	Financial Reporting Branch	X
FSA	X	Treasury Services Branch	X
FSIS	X	Master Data Management Branch	X
General Counsel		Processing Services Branch	X
Homeland Security	X	System Security	X
NASS	X	Working Capital Fund	X
NIFA	X	Quality Production Management	X
NRCS	X	Consolidating Reporting Division	

### Agenda

Time	Speaker	Topic
5 minutes	Kristie Guidry	Roll Call
15 minutes	Ella Robertson	Year End Timeline
10 minutes	Andrew Grady	Canceling Year Open Items
10 minutes	Perri Johnson	Parked Documents/ABCO Rejects
5 minutes	Martha Dixon-Dillard	ServiceNow Status
15 minutes	All	Open Discussion

#### FY 2022 Year End Meeting Minutes

- Carrie Jones – Roll Call
- Ella Robertson – Year End Timeline

- Canceling Year ABCO roll – Slight issue with job. Had to reverse and re-process. One reject – Perri’s group will ensure it gets corrected by closeout September
- Payroll Accruals – Should have ran last night. Connie Braggs – Confirmed that job ran last night
- ITRS Load – Interface team will run once get notification
- Settlements – Should complete by Friday
- Payroll – Run by Saturday. No reason to expected not to run. So, will run as planned
- Dates on timeline, we can begin those processes (ie. Step 6)
- Andrew Grady – Canceling Year Open Items
  - Reimbursables A/R – Looking better.
    - AMS, OPPE, ARS, FAS, OSEC -Outstanding reimbursements
    - ABCO roll is finished
    - If you need Tier 2 intervention, reach out sooner than later.
    - Advances – All agencies have disparities.
    - No Payables
  - Direct A/R – ABCO Roll is finished/rejects being worked.
    - FNS still has outstanding balances
  - Direct Advances – Continue to have outstanding balances - FSA, FSIS, NRCS.
    - Working on issues – Tammy Alphonse
  - Direct AP – AMS, ARS, ERS, FSA
    - Marissa Grudzinskas wants to call Andrew. (Call occurred same day)
  - Direct ULO – A good bit. Talked about last week regarding Greenbook charges.
    - Down to 2 weeks in F/Y.
    - Please continue to work.
  - Reimbursable Cash Balance
    - 19 Agencies still have balances
    - Kristie – If you have open items that you do not know what to do to clear them, submit a ticket for assistance. Some items are extremely old. Reach out to Kristie, Andrew, or FRB contacts.
    - Ella – Cash Balances need to be addressed sooner than later because it has implications with cash. We cannot process functional documents as it relates to cash after period 12 closes. So, it is critical that these cash balances were reimbursable that cleared out. It is critical that cash balances are returned to zero balance because OMB will not provide an override. Do not want to tell our Directors that we cannot process a fund because OMB will not give a waiver
    - Kristie – Critical. Balance must turn to 0 (zero) by end of month.
- Perri Johnson – Parked Documents/ABCO Rejects
  - Parked Documents – Slow reduction from last week to this week. Received better response this week than last week because of last week holiday. Many out of office responses came back.
    - August transactions need to be addressed. We reached out to individuals. Will have clear by this week
    - We have been lenient when it comes to some of these, transactions and going beyond the 10 days when we are provided a justification or a proposed resolution date, however, we cannot keep extending the resolution dates,

indefinitely. If there's an issue with the transactions, then they will have to be deleted and reenter when the resolution has been identified.

- ABCO Rejects – Slower reduction. Following up on transactions, Why sent to FMMI and the resolution.
  - o Working Shorthand updates. Up to 400 rejects. Looking to be 300 or less next week
  - o Tish – Question for RD. \$0 on line count.
    - Perri sent over – reached out to ABCO to determine - What was process. What action came over which generated that record. Will work to get archived and off of report. No action by agency
- Darrell Kennedy – ServiceNow Status
  - 26 Open ServiceNow Tickets as of Tuesday at Noon
    - o 22 Incidents
    - o 1 Service request
    - o 1 Defects
    - o 2 Enhancements
  - Ella wants to know how many tickets awaiting agency response
    - o 6 tickets.
    - o Darrell will have every Tier 2 person who's awaiting information from the agency to contact that agency today
    - o Julia Murphy has two tickets and is working on them
- All – Open Discussion
- Next Meeting September 22nd