



**Financial Management Services (FMS)  
Operations and Maintenance Meeting Recap**

<b>Meeting Date:</b>	November 9, 2023, 9:00 a.m. CT
<b>Purpose:</b>	To discuss O&M Related Activity
<b>Desired Outcome:</b>	To provide two-way communication between the FMS teams and the Agencies using FMML to operate their business processes and accomplish their mission.
<b>Attendance:</b>	Recorded through MS Teams Attendance report

**Agenda**

<b>Speaker</b>	<b>Topic</b>
Customer Services Division/Directives & Training Branch – Rae Ann Martino	No reminders or updates
Technical Operations Maintenance Branch – Kenya Crocken-Leonard	System Maintenance Details – Mid November
Agency(s)	Comments/Questions

**CSD Reminder** – FIET Kick-off update provided.

**FMS Branch Notifications** –

1. Technical Operations Maintenance Branch (TOMB) – Beginning at 6:00 a.m. Saturday, November 18th through 6:00 a.m. Sunday, November 19th. DTB will send out a notification prior to this action process.
2. Ella Robertson – Because the government resolution is expiring on November 17 the payroll accrual process will be delayed until further notice.

**Agency Representative(s)** –

1. FSIS – Kelly Morris – Should we receive a confirmation or notification when processing SmartPay rejects? Lana Dennison is responsible for those transactions; however, Donna Raymond will reach out to Lana and provide agency with a status.
2. FSIS – Leslye Beswick – In the event of a shutdown, what types of payments will be processed during this time? Prior to November 17 agencies will be contacted by their CAM to ensure all excepted services have been identified (e.g., TDY, Relocations, Local Travel).
3. MRP – Ashley Dinh – Will there be a sandbox for agencies in preparation for FIET? DTB has no specifics, but the FIET team is working on creating a QA environment to avoid negative impact to Production. Agencies will receive FMS notification as details develop.

O&M Recaps are posted to the FMS website.

**Note:** Next meeting, Thursday, November 16, 2023, at 9:00 a.m. CT.

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