



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

Meeting Date:	April 11, 2024, 9:00 a.m. CT
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
Customer Services Division/Directives & Training Branch – Kourtney Peters	Update: FIET Project
Technical Operations Maintenance Branch – Kenya Crocken-Leonard	Update: FMMI System Maintenance – April Activities
Agency(s)	Comments/Questions

CSD Updates – FIET Project

- The FIET Project survey will be available for responses until midnight Friday, April 12, 2024. Please encourage your staff to respond if they haven't already done so!
- April: *The Monthly Momentum* newsletter went out on April 8, 2024.
- FMMI Code Brown Out period: July 2023 – May 2024
- FMMI Code Black Out period: June 2024 – January 2025

FMS Branch Notifications

Technical Operations Maintenance Branch (TOMB) – FMMI system maintenance activity.

- Disaster Recovery (DR) drill is scheduled for April 20, 2024. All Production System will be unavailable during this DR activity.
- Production System Maintenance is scheduled for April 27, 2024.

FMS will send a notification prior to these efforts.

Other FMS Notifications – CSD

- Darrell Kennedy – Some agencies are still attempting to process travel related transactions using expired funds. This should not be a routine practice. Please make every attempt to process vouchers timely. The Expired Funds window opens for processing is at the end of every fiscal year. Please submit a ServiceNow ticket request if the agency requires any adjustments.
- Financial Training Forum (FTF) – FMS will be hosting a virtual FTF tentatively scheduled for July 23 – 25, 2024, and July 30 through August 1, 2024. The first week will be dedicated to current financial systems and other information; the second week will be solely FIET.

Agency Representative(s) – Comments/Questions.

O&M Recaps are posted to the [FMS website](#).

All the latest information can be found on the [FIET webpage](#).

Note: Next meeting, Thursday, April 18, 2024, at 9:00 a.m. CT.