

<b>Meeting Date:</b>	September 19, 2024, 1:00 PM – 2:00 PM, Central Time
<b>Location:</b>	Teams Meeting
<b>Purpose:</b>	FMS FYE 2024 Fiscal Yearend Meeting
<b>Desired Outcome:</b>	Plan and improve yearend close process for FY 2024.

### Attendance

Name	Present?	Name	Present?
AMS	YES	OBPA	NO
OPPE	NO	OCFO	YES
APHIS	YES	OCIO	NO
ARS	YES	Office of Hearings and Appeals (NA)	NO
CCC	NO	OIG	YES
Chief Economist	NO	OSEC	NO
Civil Rights	NO	Procurement Systems Division	NO
Communications	NO	RD	YES
DM	YES	RMA	YES
ERS	YES	Agreements Management Branch	NO
FAS	YES	Asset Reconciliation Branch	NO
FNS	YES	BI Backend Processing	NO
Forest Service	YES	Customer Support Branch	YES
FPAC – Business Center	YES	Financial Reporting Branch	YES
FSA	NO	Treasury Services Branch	YES
FSIS	YES	Master Data Management Branch	YES
General Counsel	YES	Processing Services Branch	YES
Homeland Security	YES	System Security	YES
NASS	YES	Working Capital Fund	YES
NIFA	YES	Quality Production Management	YES
NRCS	YES	Consolidating Reporting Division	YES

### Agenda

Time	Speaker	Topic
15 minutes	Ella Robertson	Year End Timeline
5 minutes	Tim Ross	Aged IPAC Bills
5 minutes	Andrew Grady	Cancelling Year Open Items and GTAS Edit Related to Reimbursable Activity
5 minutes	Wanda Ussin	Parked Documents/ABCO Rejects
5 minutes	Martha Dixon-Dillard	ServiceNow Status
25 minutes	All	Open Discussion

## Year-End Timeline

- **September 22, 2024 (4:00 PM Central):** Last day to run resource-related billings for non-USDA federal customers.
  - **September 23, 2024 (4:00 PM Central):** Final IPAC outbound payment for the fiscal year.
  - **September 25, 2024 (4:00 PM Central):** Last day to run resource-related billings for INTR activity. Agencies can continue running settlements to avoid manual adjustments when settling costs from higher-level WBS to the billable node.
  - **September 26, 2024:**
    - Final foreign manual payment process. Documentation is due by 11:00 AM Central on September 25th.
    - Last ABCO interface job for fiscal year 2024 will be processed in FMMI.
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## IPAC

- **As of September 18, 2024,** 44 IPAC bills, dated August 4th or earlier, remain to be processed, affecting three agencies.
  - **For any questions about IPAC bill processing,** contact Angel James from the IPAC Processing Section.
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## Canceling Year Open Items

- **Continuous updates** are expected for direct funds, payables, and ULOs, with a focus on resolving all ULOs by the fiscal year-end.
  - **Reimbursable breakdowns** have been provided to agencies by funded program. For detailed analysis, please contact FRB.
  - **GTAS Edit 209:** Nearly every FMMI agency we service is failing this edit. For guidance on resolving this issue, please reach out to your FRB Accountant, especially if Tier 2 involvement may be required.
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## ABCO Rejects

- **There are Four remaining IDOCs** from last week are under review. The team is working to resolve these issues and will coordinate with the respective agencies to clear the remaining rejections.

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### Parked Documents

- As of September 16, 2024, the total amount of parked documents has significantly increased from \$256 million to over \$1 billion. While some agencies have reduced their amounts, others, such as AMS, have seen a notable increase. APHIS still has items pending from the third quarter.
- This report will be monitored daily to track progress.

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### ServiceNow Tickets

As of Monday, September 16, 2024, there are 24 active ServiceNow tickets, consisting of 3 defects, 18 incidents, and 3 service requests. Most of these items have been resolved or determined not to be related to year-end processing.

#### Action Items

Description	Responsible Person	Due Date	Notes
-Can document type DN, transaction model/transaction variant YE/DN be used to record accruals for lessee lease payment expense?	-Ella Robertson	Prior to close of period 13.	Still open. DFCT0011336