



**Wednesday, February 9, 2011**

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CAB Chair Gloria Owens, Environmental Protection Agency (EPA) and Vice-Chair Kathi Moore, Social Security Administration (SSA), welcomed the group and thanked everyone for attending the February 2011 CAB meeting.

James Tyler, Director of Financial Management Office, Centers for Disease Control (CDC), welcomed CAB attendees to Atlanta and to the CDC Chamblee Campus. KFC Financial Center (KFC) Director Gary Beets followed with his welcoming remarks and thanked CDC for hosting the meeting.

### ***Round Table – Introductions – CAB Members***

After all introductions were made, Gloria mentioned the meeting minutes from the February 2011 CAB have been provided in this year's CAB binder. There was a call to review the minutes and the CAB members were asked for any changes or revisions. There were no changes made to the minutes. There was a motion to accept which was seconded and approved.

### **Presentations**

#### **Planning for the Future –**

##### **Sheryl Morrow, Financial Management Service (FMS), DC**

Sheryl provided an informative presentation on the mission, vision, and goals on FMS.

#### **Internet Payment Platform (IPP) & Agency Best Practices –**

##### **Paul Lionikis, Federal Reserve Bank (FRB) of Boston**

##### **Leonard Olijar, Bureau of Engraving and Printing (BEP)**

##### **Rebecca Moore, Department of the Interior (DOI)**

Paul presented on the IPP and the benefits it provides to the agencies followed by Leonard and Rebecca sharing their agency best practices.

Q. Will the TAS/BETC be included on Purchase Order invoices?

A. IPP will be compliant with GWA.

Q. Does IPP allow 3<sup>rd</sup> party or manual process?

A. No manual data. Complete from system to system.

Q. Have you received a reduction in phone calls from vendors?

A. No really. We (DOI) only have 57 vendors so it has not been an issue.

Q. What is the timeframe for Purchase Orders converting acquisition orders?

A. They will go live in November 2011.

Q. Are receipts input into your core financial system?

A. Yes

Q. What do you do if a receipt is less than what is indicated on the invoice?

A. Invoices are parked, an email notification is sent, and accounts payable will review.

Q. Does the system automatically reject if not approved?

A. If rejected, yes.

### **Kansas City Regional Financial Center Updates**

## *Presentations Continued*

### **Influenza Pandemic – Toby Merlin, MD, CDC**

Dr. Merlin presented on the lessons learned from the 2009 H1N1 Influenza pandemic and pandemic influenza planning.

The afternoon concluded with a tour of the CDC Chamblee Campus. The tour included three distinct laboratories; Element Analysis Laboratory, Smoke Analysis Laboratory, and Contemporary Pesticides and Persistent Organic Pollutant Laboratories.

### ***Meeting Adjourned***

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**Thursday, February 10, 2011**

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## *Presentations*

### **All Electronic Treasury Initiative - Matthew Helfrich, FMS, DC**

Matt presented on the all electronic initiatives and Treasury's efforts to increase EFT usage.

Q. Are final waivers included in the upcoming FMS systems changes and timelines CFO letter?

A. Yes

Q. What do we do if we have several states that will not use EFT?

A. Continue to work with those states, site the regulation and provide them a copy of the letter.

### **Governmentwide Accounting & Reporting Modernization Project Update (GWA) –**

**Mike Norman, FMS, DC**

**Keith Jarboe, FMS, DC**

Mike and Keith provided an overview of GWA's vision and key goals, as well as major accomplishments and current initiatives for the Governmentwide Accounting and Reporting Modernization project.

Q. Are there statements of differences that are over 60 days?

A. Yes, there are agencies that are working on clearing those up.

Q. In regards to the CFO letter, as we approach 2014, is there any provisions or waivers available if we are not ready.

A. No

Q. Is Treasury providing any supplemental funding for GWA training?

A. No

### **Secure Payment System (SPS) –**

**Chris Garrett, FMS, DC**

Chris provided an overview of the SPS system, including new functionality.

Q. Are there email reminders to let you know your password is expiring?

A. No email reminders from SPS but when a user logs in, the system will remind the user of the 13 month PKI threshold. Also, FMS will send out periodic emails.

Q. When the DEO creates the TAS/BETC, is that for the actual individual or the whole organization?

A. It is for the whole organization.

## **Presentations Continued**

Q. When can we start setting up the TAS/BETC?

A. With GWA release in August 2012.

Q. Can different FPAs that have the same ALC have different groups of favorites for DEOs?

A. You can have different favorite lists for multiple FPA IDs using the same ALC.

Q. Where do you do the schedule uncertify?

A. From the CO's menu.

### **Payment Application Modernization (PAM) –**

**Jesse Chavez, FMS, KFC**

**Denise Quirarte, FMS, KFC**

Jesse and Denise provided an informative presentation on the status of the PAM project, upcoming releases and the differences between PAM and the Legacy system.

Q. Do bulk files have to use a TAS?

A. At this point no.

Q. What happens when a file has an OFAC hit?

A. We need a good point of contact when there are hits so we can contact the agency. We will get with the agency very soon after we receive the OFAC report and explain to the agency what we need clarification on.

### **Flexible Work Schedule & Flexi-Place - Agency Roundtable and Best Practices**

#### ***Closing Remarks***

Gary thanked the group for attending and mentioned the importance of the CAB meeting and how it affects KFC, Payment Management (PM) and our customer agencies. Gary emphasized that this was a great meeting with a good exchange of ideas, dialog and open discussions, the exact things that the CAB was founded on. Gary thanked the CAB chairs, CDC and the KFC staff for a great meeting wished everyone safe travels home.

#### ***Meeting Adjourned***

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## **Agency Updates**

### **ABMC**

- ABMC is busy with the implementation of its new Financial Management System. We anticipate the new system going live in August 2011. The new financial management system will run simultaneously with the current PeopleSoft system until the close of the current fiscal year. Afterwards, we will be exclusively using the new financial management system.
- Projects at Cambridge and other cemeteries are taking place to further enhance the quality of the visitor's experience.
- Joyce Herring has recently rejoined the American Battle Monuments Commission. She assumed the responsibility as the voucher examiner. Joyce's prior experience with the agency will prove to be a valuable asset as we go forward with the conversion to a new financial management system.
- Paula Maddox, who had been a contractor with ABMC, has been hired as well to assist the Systems Accountant with the conversion.
- The superintendent's conference is scheduled to take place in the summer of 2011.
- We are also updating current accounting policies and procedures.
- Chris Fant took over as the Chief Financial Officer in the summer of 2010.

## **Agency Updates Continued**

### **USDA-APHIS**

- KFC group is great. We appreciate their support. We continue to receive great service and quick responses. Our staff is preparing MRP agencies (APHIS, AMS, and GIPSA) for the transition to a new accounting system, FMMI, on April 1st.
- APHIS pays foreign payments for APHIS & FAS.
- APHIS will be providing additional services to FAS on April 1st.
- Recently we started processing Imprest Fund replenishments through Western Union thru KFC eliminating the use of debit cards. The new process is working well.
- ITS is used for foreign collections.
- Our Debt Management Team continues to refer delinquent debt to Cross Servicing for collection assistance.
- Our Billings and Collection Team has been working with the agencies to accept credit and debit cards through Pay.gov. This has resulted in a savings to the agency and expedites the processing of collections allowing the program quicker access to the funds.

### **USDA-NFC**

- Continued implementation of USDA Agencies into FMMI (Financial Management Modernization Initiative, customized version of SAP software). Implementing USDA Agencies based on volume of transactions with the lower volume Agencies/Bureaus having already been implemented. High volume USDA agencies are planning to be implemented into FMMI later this calendar year. A concurrent effort is underway to implement program activity
- Vendors can still view their payment status for those payments still being processed in the old financial systems. This is because ALCs and old vendors registered in FMS PAID system were assumed by IPP. However for the new FMMI financial system/ALC, USDA Forest Service Agency is leading the project to fully implement IPP. The IPP implementation is part of the larger LSTP (Lean Sigma Transaction Project). The LSTP is a project to more efficiently process procurement transactions.

### **FMS-Check Resolution Division (Check Claims Branch)**

- Treasury Check Implementation System was implemented on September 26, 2011. The major changes impacted FMS internal users (claims adjudication process. The implementation resulted in a slight backlog (initial actions are taken within 5 days). The backlog was cleared within a month.
- The Check Resolution Division (Check Claims Branch) is planning for the first U.S. Treasury Post Payment Conference. The conference will be held on April 27-28, 2011 at the University of Maryland Conference Center in Hyattsville, Maryland.

### **USDA-CCC**

Currently 99 % of the Commodity Credit Corporation's (CCC) payments are disbursed through Treasury. Farm Service Agency (FSA) is working on moving the remaining 1% using a phased in approach. The first phase is targeted for April, which will encompass the Web Based Supply Chain Management (WBSCM) payments. At the last CAB meeting, Jim McAfee reported that in late September 2009, Treasury started to send FSA/CCC payments through the Treasury Offset Program (TOP) for federal offset. Since that time (a little less than 15 months), over twenty eight thousand payments have been offset through TOP for a total of \$102,571,245 million. The FSA Administrative side was implemented into the FMMI SAP platform in December 2010. CCC Farm Programs is part of Deployment 4 which is scheduled for implementation mid to late 2012.