

Statewide Financial System Program Agenda/Minutes

Date:	07/16/2014	Time:	9:00am – 12:00pm
Subject:	PAM & RealNet Data Conversion	Location:	Video Conference Room, Building 4, State Campus
Meeting Facilitator:	Chris Solomon	Minutes Prepared by:	Chris Solomon
Objective:	Discuss Asset data elements that exist in PAM & RealNet systems and SFS' expectations of OGS teams for data conversion. <ul style="list-style-type: none"> • PAM data will be converted into SFS for April 2015. • RealNet data will be converted into SFS for October 2015. 		
Presentation/Handouts:	N/A		

Attendees:				
Vivek Bharti		Jim Schumacher		Bonnie Gold (ITS)
Chris Solomon		Laura Ruehle (OGS)		Adam Brown (BSC)
Rakesh Gambhir		Dan Saxe (OGS)		Crystie Weatherby-Hilt (ITS)
Don Wynn		Bob Kirker (OGS)		Eliel Mamousette (ITS)
Melinda Vasto		Bruce Davis (OGS)		
Dan Ruben		Ralph Hill (OGS)		

Agenda:

What	Who	Time
Action Items from last meeting	Chris Solomon	30 mins
Walkthrough of Forms Front End prototype <ul style="list-style-type: none"> • Present structure of proposed page layout • Discuss decisions that need to be made, including options presented by SFS 	Rakesh Gambhir, Dan Ruben	15 mins
Conversion of legacy images discussion	Vivek Bharti	30 mins
Review and update sample State Asset Record Layout provided by ITS to verify it meets SFS needs for analysis. What was requested: <ul style="list-style-type: none"> • One CSV file that contains: <ul style="list-style-type: none"> • Field name (Only the fields that contain data) • What data type the field is (Numeric, text, Y/N, etc) • What the field length is • Indicate where there are multiple financial rows for a single asset • Parent/child relationship between assets • Sampling of all agencies • One row of accumulated depreciation per asset (sum into one row if more than one exists) • One row of cost per asset (current existing data, regardless of previous transfers) 	Dan Ruben & Vivek Bharti	45 mins
Review PAM related RealNet Data Fields <ul style="list-style-type: none"> • For each field, is it an asset attribute? • If not converted for 4/1/14, what complications arise? 	Dan Ruben, Vivek Bharti	45 mins
Parking Lot items, set follow-up meeting, discuss Action Items	Chris Solomon, Melinda Vasto	15 mins

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OLD Action Items				
Task Assigned	Staff Assigned (first and last name)	Due Date	To Do Added (PMO Use)	Require-ment #
Look into possibility to push Asset Management module go-live from 4/1 to 10/1	Franklin Hecht	7/9/14		
Data clean up activity by OGS/ITS in legacy systems <ul style="list-style-type: none"> • PAM • RealNet 	Dan Saxe & Bruce Davis	Every Week		
Establish separate set of meeting for REM design, including data conversion <ul style="list-style-type: none"> • Meetings to begin in September. 	Bruce Davis, Bonnie Gold	7/9/14		
Identify DEC01 contact	Bruce Davis	7/9/14		
Eliel will submit one file with all data and then an update later with the RealNet attributes	Eliel Mamousette	7/16/14		
Eliel will provide Real Property excel file with floor info separate	Eliel Mamousette	7/16/14		
Attributes by Friday and highlight those still under discussion. Data samples will be provided by COB Friday.	Crystie Weatherby-Hilt	7/16/14		
OGS needs an internal discussion to clear issues between PAM and RealNet teams.	Bruce Davis, Dan Saxe	7/16/14		
Provide PAM Parent/child associations table by this Friday	Eliel Mamousette	7/16/14		
Send Configuration Plan to OGS for review by Friday	Chris Solomon	7/16/14		
AM- 129 Spec: When Bonnie receives for review; she will share with OGS and work with Bob to have his review/approval with hers.	Bonnie Gold	7/16/14		
OGS will provide a list of open items that they would like an update on so that SFS can address each of the concerns.	Bob Kirker, Dan Saxe	7/16/14		
Update the existing cross walk with GLBU and Agency code to include department ID.	Chris Solomon	7/16/14		
Send account values table to Bonnie and Jim S.. Bonnie will follow up with Suzette to get this worksheet completed and returned.	Chris Solomon	7/16/14		
Send accounting template to BFR and follow up with Suzette to get this worksheet completed and returned.	Bonnie Gold	7/16/14		



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Will do a proof of concept on GL from one of the entries provided by OGS that they provide to BFR. This will not be next week and is dependent on accounting values provided by BFR.	Kiran	7/16/14		
Document detailed tasks for BFR related to conversion.	Chris Solomon	7/16/14		

NEW Action Items				
Task Assigned	Staff Assigned (first and last name)	Due Date	To Do Added (PMO Use)	Requirement #

The Following Decision(s) Have Been Made
<p>Decision: SFS are now requiring on-site, longer meetings for Data Conversion. Cannot be accomplished by phone.</p> <p>Configuration – have we taken into consideration all of the different types of assets? Team is confident that this is fine and covered by the additional attributes.</p>

The Following Decision(s) Are Pending
<p>Decision:</p> <p>Staff Assigned (first and last name):</p> <p>Due Date:</p>