



MEETING MINUTES

State of Louisiana LaGov Project

PMO-BP-001 – Operating Budget Validation

December 2, 2008

Rm. 1-142 (Montana Rm.) Claiborne Building

Attendees:

No.	Name	Invited?	Attended?	Comments
1.	Hodges, Beverly	Y	N	LaGov
2.	Thigpen, Drew	Y	N	LaGov
3.	Fernandez, Paul	Y	Y	LaGov
4.	Jacob-John, Manoj	Y	Y	LaGov
5.	Montes, Rene	Y	Y	LaGov
6.	Selders, Janice	Y	N	
7.	Patin, Marianne	Y	N	
8.	Dusse, Barry	Y	Y	OPB
9.	Beilkiewicz, Joey	Y	N	DOC – Vickie Leslie
10.	Ramsrud, Mary	Y	N	LaGov
11.	Shaw, Beverly	Y	N	
12.	Duncan, Marsha	Y	Y	DOTD
13.	Robinson, Linda	Y	Y	DSS- David LeBlanc attended (morning)
14.	Barbier, Mike	Y	Y	OPB
15.	Pendarvis, Hazel	Y	N	DOE
16.	Franklin, Barbara	Y	N	LaGov
17.	Kelly, Will	Y	Y	LaGov
18.	Buchannan, Marianne	Y	Y	DOTD
19.	Schexnaydre, Debbie	Y	N	DOTD
20.	Knecht, Gene	Y	N	DOA
21.	Compton, Raquel	Y	Y	GOSHEP
22.	LaFleur, Pete	Y	N	LSD
23.	Guillory, DeKaya	Y	Y	DOA
24.	Stockstill, Susan	Y	N	DHH
25.	Scott, Marlene	Y	N	LaGov
26.	Faldetta, Sal	N	Y	DOTD
27.	Keisha, Smith	N	Y	DNR
28.	Jarreau, Ronnie	N	Y	DOE
29.	Lapeze, Laura	N	Y	DOE
30.	Leslie, Vickie	N	Y	DOC- Attended for Joey Bielkiewicz
31.	LeBlanc, David	N	Y	DSS – Attended Linda Robinson
32.	Calihanna, Michelle	N	Y	LaGov

<i>Agenda Item and Notes</i>	<i>Owner(s)</i>	<i>Action Items & Assignments</i>	<i>Comments / Follow-up</i>
1. Purpose	Paul Fernandez	• None	
2. Work Session Recap	Paul Fernandez	• None	
3. TO-BE process by topic	Paul Fernandez	• None	
4. Supporting Master Data	Paul Fernandez	• None	
5. F.R.I.C.E – W objects	Paul Fernandez	• None	
6. Conversion Strategy & Interim Solution	Paul Fernandez	• None	
7. Organizational Impacts	Paul Fernandez	• None	

Action Items

- | | |
|--------------------------|---|
| | 1. Workflow to indicate the details of rejection from OPB LEG. to FRICEW |
| Manoj Jacob-John | 2. Capture of Revenue – what level –DHH, DSS, DOA, DOE and DOTD examples <ul style="list-style-type: none"> • PMO decision awaited |
| Manoj Jacob-John/Paul F. | 3. Review DOE Statutory Dedication accts <ul style="list-style-type: none"> • check for Fund/GL accounts(To Be) • 8G IAT |
| Manoj Jacob-John/Paul F. | 4. Review Higher Ed. IAT for DOE <ul style="list-style-type: none"> • Fed to DOE • IAT to Higher Ed |
| | 5. Review DOTD (TTF) approval process involving the Attorney General |

Key Decisions

1.

Parking Lot

1. Budget transfer between operating budget and capital outlay budget via IAT in DOTD
2. Tying supplement to a BA7 type
 - Check on BA7 types for Capital/FPC

Organizational Impacts

1.

Integration Points

1.

F.R.I.C.E.- W

1. Activity Performance Reports –for this years' budget
2. Check Workflow text from Action Item #2

Law/Policy Change

1.

Discussion -

The validation session was concise and the issues/concerns raised by the group were as follows:

- The upgrade to Excel 2007; will the agencies have to upgrade to Excel 2007? Answer no, however the state may upgrade to Excel 2007 and the Project Technical team will need to ensure compatibility with the latest version of SAP. For each version of SAP, the supported version of Excel and other MS-Office suite products are usually specified by SAP. Will Kelly, mentioned that communications with OIS have started.
- Performance Reports (DOTD) – What about reporting for this year's performance information which includes activity (sub-program) reporting? Information is not known at this time; the commissioner of administration has an ongoing effort with performance information.
- T.O. - A question about with the Total Organization (T.O.) and where the field would be housed was asked. Manoj Jacob-John said it would probably be housed in the business intelligence module, but during Realization, this would be determined together with its relation if any to the Position information from ISIS HR.
- Online Budget Submission (DOTD) – Marianne Buchanan-If budgets are to be submitted online what about other entities that need a copy of the budget; for example the Legislative Fiscal Office or the Children's cabinet. Already captured in validation slide Deck PMO-BP-001 slide #16.
- Items in Operating Budget and Capital Outlay (DOTD) – There are items that are in both the Operating & Capital Budget; Action item was captured to get examples (Action item #6)
- Level of Revenue used for Billing (DOTD) – How is revenue going to be recognized for DOTD, currently billings are done across projects and districts. The issue is still under discussion and will be finalized during Realization by the ECC-GL team.