



MEETING MINUTES

State of Louisiana LaGov Project

PMO-BP-002 – Capital Outlay Validation - FPC

December 3, 2008

DOTD War Room 2nd Floor

Attendees:

No.	Name	Invited?	Attended?	Comments
1.	Hodges, Beverly	Y	N	LaGov
2.	Thigpen, Drew	Y	N	LaGov
3.	Fernandez, Paul	Y	N	LaGov
4.	Jacob-John, Manoj	Y	Y	LaGov
5.	Montes, Rene	Y	Y	LaGov
6.	Hodnett, John	Y	Y	LaGov
7.	Whitmore, Simone	Y	N	FPC
8.	Lellig, John	Y	N	LaGov
9.	Lodge, James	Y	Y	OSRAP
10.	Vaught, Sylvia	Y	N	LaGov
11.	Milner, Marty	Y	N	FPC
12.	LeBlanc, Carolyn	Y	Y	FPC
13.	Davis, John	Y	Y	FPC
14.	Bell, Cindy	Y	Y	FPC
15.	Kelly, Will	Y	Y	LaGov
16.	Ladatto, Donnie	N	Y	OSRAP
17.	Calihanna, Michelle	N	Y	LaGov
18.	Bunch, Stephen	N	N	LaGov

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

Action Items

1. Legislative Approval of non-state Capital Outlay Requests - Check statute to see if this is an approval or notification.
2. Check statute for the Admin. Agencies e.g. Military
3. Follow up on the new initiative for COR Cost Estimates (Dec 08)
4. Interest Earnings + other funding other the LEG (e.g. IEB)

Key Decisions

1. Manual assignment of schedule number to be consolidated in one section (in the capital outlay section)
2. Action item in Slide Deck: For FM posting of non-consumable budget to consumable by project

(not by project phase),
approvals are needed
from OSRAP & STO,
based on request
initiated by the FPC
Fiscal Group **Change
FPC Fiscal to FPC**

3. Conversion: Enacted
Cash plus CLOC + Null
project.
4. CO Request data from
2002 to be converted to
BI

Parking Lot

1. Conversion of existing
supplemental projects
during conversion to SAP
2. FPC1 for project cash
remaining.
3. How to identify hurricane
or non payable projects
4. The LEG approval would
happen after reaching
FPC not before FPC
receives it.
5. Re-visit 'Null'
projects/Vetoes with
specific examples
6. Supplemental funding by
BA7 type –also for capital
similar to operating
7. Check for details of new
interaction from SAP to
Bond Sale Analysis
 - Including bond series
data

Organizational Impacts

- 1.

Integration Points

- 1.

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

1. Legislative Approval of
non-state Capital Outlay
Requests - Check for
FRICEW development for
LEG approval of Non
State project
 2. Indicator for 'Null'
projects.
 3. Schedule of Expenditure
and Federal Awards
(SEFA)
-
-

Law/Policy Change

1. Check Statue and HB2 for admin agencies and change statute (if needed) to empower FPC to prepare/control capital budget prep for admin agency projects.
-

Discussion Points:

The following was discussed in this validation session:

- Conversion of existing schedule numbers – Carolyn LeBlanc asked how the existing schedule numbers were going to be converted. Will Kelly said that the schedule numbers were in BDS and a crosswalk would have to be built. A one year numbering gap will be created by the proposed schedule numbering scheme.
- Appropriation Number Assignment - Discussion regarding the assignment of appropriation numbers by FPC; some of the numbers in the numbering scheme will go away however FPC will still have control of the funding requests, the appropriation numbers would already be in the system (as part of the master data).
- OSRAP Approval - Donnie Ladatto expressed concern about the approval required by OSRAP in the future specifically the ability to look at the project details. It was pointed out that the WBS element would be part of the coding structure to be approved by OSRAP. OSRAP would be approving the structure as part of the six dimensions that will include the means of finance, which is currently under discussion. James Lodge also brought up the fact that training of the OSRAP group will be required.
- Legislative Approval/Acknowledgement of Non State CO Requests – An action item was captured to research the details of the statute relating to the approval of capital outlay requests by the legislators from the legislative district where capital outlay projects are located); specifically to determine if approval or notification is required. The group proposed solutions which, among other things included sending emails for approval (John Davis said he would like to make it as easy as possible for them to approve the request.) or a notification. Will Kelly told the group that an inadvertent bottle neck in the capital outlay approval steps should be avoided.
- Vetoes & Null Appropriations – There was discussion about the retraction of vetoes and null appropriations; the group pointed out that if they were not retracted in FM then budget adjustments would have to be recorded. It was noted that examples of these types of transactions would be provided to better understand the impact and propose a solution.
- Admin Agencies – The topic of the agencies that administer their own funding requests was discussed and an action item was noted to research the statute which provides for this. It was noted that funding requests for (Admin.) agencies are currently handled by the FPC and are no different than other non-admin agency funding requests.
- Conversion Data & Project timeline – There was discussion about the amount of data to be converted; the group pointed out that BDS had data from 2002. The project timeline is still under discussion.