



MEETING MINUTES

State of Louisiana LaGov Project

Validation Session / Facilities/Fleet

01/06/2009 @ 08:30 to 11:30

Location: Room 507, DOTD East Wing

LaGov/Logistics Team Attendees:

Dave Gorman
Paul Petro
Dwayne Wilkinson
Rodney Hinesman

Boyd Barbier
Lisa Smith (Author)
Karen Lord
Bobby Hill

Gerry Hanson
Margaret Millard
Charles Pilson
Shanker Shrestha

Agency Attendees:

No.	Name	Agency	Invited?	Attended?	Comments
1.	Allatto, Gail	WLF	Y	Y	
2.	Altazan, Mary	DOC	Y	N	
3.	Badon, Curtis	DHH	Y	N	
4.	Brand, Paul	DHH	Y	N	
5.	Breland, Billy	DOC	Y	N	
6.	Chapman, Jim	DOTD	Y	N	
7.	Denova, Ashley	DHH	Y	N	
8.	Drake, Bill	DOTD	Y	N	
9.	Frazier, Glenn	DOA/OSB	Y	N	
10.	Gilbert, Ronnie	OSB	Y	Y	
11.	Harrell, Scottie	LDAF	Y	N	
12.	Hebert, Billy	DAF	Y	N	
13.	Hirtzler, Shawn	DHH	Y	N	
14.	Johnson, Darrel	DOTD	Y	Y	
15.	Karr, Jim	OSB	Y	N	
16.	Kropog, Dennis	WLF	Y	N	
17.	LeBlanc, Kerry	DPS	Y	N	
18.	Lemoine, Karen	DOTD	Y	Y	
19.	Lonidier, Kennie	DHH	Y	N	
20.	Morrison, Bill	OFPC	Y	N	
21.	Moss, Mike	DOTD	Y	N	
22.	Pennison, Melanie	LDAF	Y	N	
23.	Pourciau, Eileen	WLF	Y	N	
24.	Ramsey, Gary	CRT	Y	Y	
25.	Ray, Sarah	DHH	Y	N	

No.	Name	Agency	Invited?	Attended?	Comments
26.	Roussel, Raymond	OSB	Y	N	
27.	Rudesill, Pete	DAF	Y	N	
28.	Rushing, Shannon	CRT	Y	Y	
29.	Rutland, Ray	DHH	Y	N	
30.	Setliff, Cathy	DHH	Y	N	
31.	Sowards, Deana	DOTD	Y	N	
32.	Tumulty, Emery	DPS	Y	N	
33.	Wintz, Morgan	DOC	Y	N	

	<i>Agenda Item and Notes</i>	<i>Owner(s)</i>	<i>Action Items & Assignments</i>	<i>Comments / Follow-up</i>
1.	Logistics, Ground Rules, & Introduction	Bobby Hill	•	
2.	Workshop Objectives	Bobby Hill	•	
3.	Project Overview/Timeline	Bobby Hill	•	
4.	Business Process Review	Bobby Hill	•	

DISCUSSIONS

Bobby gave the overview, directed the attendees to the ERP website for project documentation, and followed with validation presentation.

See link for slide presentation: [PMO-PM-All Validation Sessions Slide Deck v.ppt](#)

Bobby briefly discussed Controlled Asset Tracking being handled by Notifications.

For Agile Interfaces - Master Data is outbound and Work Orders are inbound.

There was little discussion during the presentation. The following questions/comments were made as a result of the request for "questions" at the end of the presentation.

WLF (Gail) –Are we requesting a modified Title 34? Yes, we are requesting some changes.

WLF (Gail) – Concerned about dropping Assets under \$5,000 – Law requires >\$5,000 capitalization (there has been some discussion about requesting that the law be changed to only track assets above \$5,000)

CRT (Gary) – can a "Chain of Custody" form be developed to also show "loans" to other agencies? Example - a dozer. If it breaks, who repairs? It varies. The equipment will stay in its home assignment, but be tracked by location.

CRT (Shannon) – regarding the monthly vehicle log ... for state agencies the log may go away; but there is still an issue with non-accounting agencies.

WLF (Gail) – The IT Department has a scanner that can scan the logs. Can that work with SAP? Would need to make sure it meets the same format. You could view the scanned document, but it would not populate SAP ... data entry would still be required.

CRT (Gary) – what about bulk fuel? We will still need a measuring document. CRT uses 5 gallon cans ... doesn't matter if you're not tracking mileage.

CRT (Shannon) – if the agency still has to enter the data because we can't upload the data from Fuelman, are we looking at a page to enter the data? The measurement document would be used.

WLF (Gail) – data cleanup. We will do some extraction from Protégé; then send a spreadsheet to the agencies to fill in the holes.

CRT (Gary) – can you attach images in SAP? Yes.

WLF (Gail) – If you create a facility, then ORM has to insure it.

DOTD (Darrel) – if a building is on a piece of property then sold, but the agency still owns the property, what happens? In PM, the facility would be tagged as inactive; a work order would not be able to be written against it.