

Reports User Group (RUG) Notes October 6, 2016, 9:30 a.m. – 11:30 a.m., EST

- I. **Welcome** – Carolyn Landeche, National Finance Center (NFC)
Individuals on the telephone were introduced. Meeting participants in New Orleans were recognized and acknowledged.

II. Review of RUG User Group Action Items - Carolyn Landeche

- Will CULP Reports be incorporated in Insight?
 - NFC is currently working on converting CULP0053 – T&A Error Analysis, CULP0099 – T&A Missing Personnel Actions, and CULP0013 – T&A Not Received by NFC.

Q: Can the reports be run in the Reporting Center?

A: Yes

- DOJ inquired if other agencies were interested in creating Department Level Folders?
 - NFC is working on the requirements to determine applicable security roles.
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- In the future with the ASO be able to reset passwords due to inactivity?
 - NFC will take it under consideration.
 - **This Action Item is closed.**

III. National Finance Center Contact Center (NCC) Spotlight – Scarlet Samples

- Agency Security Officers can review their user's security access. NFC's Operations and Security Center (OSC) provides quarterly Insight User Activity reports. Requests can be submitted via Remedy Requestor Console, osc.etix@usda.gov or call 1-800-426-6435.

Q: Can we request an access report?

A: ASO's can request the security access report.

IV. Community – Wide Projects

- **Project #1086075 – Masking Additional Information in My Employee Personal Page (MYEPP)** – Ronald Douglas
Project 1086075 was originally submitted by the Department of Treasury to add additional security in the Employee Personal Page (EPP) and Reporting Center. Since the request will impact all users of EPP and Reporting Center, the project was changed to Community Wide. NFC sent out the proposed changes and requesting comments from the community. At this time, the comments are currently being reviewed.

V. Insight Enterprise Reporting Update – Vincent LaCombe

NFC recently updated the Insight Data Refresh Report to include a new column titled “data as of”. This added information will assist users in determining when the data was last updated.

In the September Reports Working Group (RWG), NFC demoed a Focus to Insight Conversion via webinar.

Insight functionality questions should be addressed with the NFC Contact Center at 1-855-632-4468, or email nfccontactcenter@nfc.usda.gov. Other agency questions or comments should be sent to Enterprise.Reporting@nfc.usda.gov.

Q: Will other CULP Reports on the mainframe be converted?

A: NFC is currently doing an analysis, once complete updates will be provided.

Q: Once CULP Reports are in Insight, will users need access?

A: Yes, You will need security access.

Q: What's RUG email address?

A: RUG@nfc.usda.gov.

VI. Customer Comments Period – Carolyn Landeche

VII. Future Meetings – Carolyn Landeche

- Thursday, January 12, 2017

VIII. Closing Remarks – Carolyn Landeche

Attendees on the phone

Jingie Miller, AOC
Christina Wong, IRS
Charlie Parker, IRS
Patricia Condon, DHS
Deborah Crite, OIG-USDA
Julia Lee, DHS
Naomi Craig, IRS
Melanie, Nini, DHS
Darryl Goode, Treasury
Mary Jo Yasger, APHIS
Toshalyann Rodriguez, IRS
Linda Beard, OSHRC
Diane Evans, DOC
Robin Hood, IRS
Rande Young, DM-USDA
Holly Burnside, BFS
Larry Fittipaldi, ICE
Tatjana Fernandez, DM-USDA
Charon Casey, USSS
Carolynn Isbell, FNS
D.J. Patterson, Treasury
Freddie Morris, NFC
Wendy Moore, NFC
Linda Reter, DOJ
Andera Relerford, OIG-USDA
Gary Wiles, DHS
Allan Holland, MEDPAC
Jennifer Johnson, IRS
Correa Yetzenia, DM-USDA

Attendees at NFC

CMB Staff
Scarlet Samples, NCC
Ronald Douglas, WRB