



## Financial Management Services (FMS) Operations and Maintenance Meeting Recap

<b>Meeting Date:</b>	July 28, 2022, 9:00 a.m. CT
<b>Purpose:</b>	To discuss O&M Related Activity
<b>Desired Outcome:</b>	To provide two-way communication between the FMS teams and the Agencies using FMMI to operate their business processes and accomplish their mission.
<b>Attendance:</b>	Recorded through MS Teams Attendance report

### Agenda

Speaker	Topic
Customer Services Division/Directives & Training Branch – Rae Ann Martino	2022 Financial Management Training Forum CPE Credits
Technical Operational Maintenance Branch – Gerald Spears	Planned FMMI System Maintenance – August 27 <sup>th</sup> and 28 <sup>th</sup> .
Financial Reporting Branch – Kristy Guidry	FY22 Yearend Meeting
Technical Innovations Service Division – Rachel Williams	BI Report Conversion by Module August 10, 2022
Customer Service Division – Rae Ann Martino	Training Budget Object Classification (BOC) Codes
Agency(s)	Comments/Questions

### FMS Notifications

1. CSD/DTB Representative(s) – **2022 Financial Training Forum (FTF)**. The AgLearn system and new NASBA class engagement regulations issues are identified and resolved. DTB is working diligently to ensure CPE credits are awarded accurately to participants within 30 days after the date of the forum. Thank you for your patience.

### FMS Branch Notifications

1. FRB – The next FY22 Yearend meeting is planned for August 11, 2022, at 10:00 a.m. CT. Prior to the meeting an invitation will be sent along with additional FYE material. If you would like to participate in the 2022 FYE meetings, request an invitation by contacting [DTB](#)
2. TOMB – FMS completed its Production Systems maintenance (monthly OS patching), on Saturday, July 23, 2022, without incident. The next planned systems maintenance is August 27<sup>th</sup> and 28<sup>th</sup>. A notification will be sent out prior to this event.
3. TISD – Will be hosting a Reporting Forum August 10, 2022. They plan to cover the following topics: BI Report Conversion by Module, HANA vs BI Universes, Universes to Sunset, HANA Security Roles, and Ad hoc Demo. They are asking for at least 2 members from each agency to attend the forum. An agency should submit the names to [rachel.williams@usda.gov](mailto:rachel.williams@usda.gov).
4. Budget Object Classification (BOC) Codes – FMS will offer a BOC training at the end of August on the importance of using correct BOC codes and the relationship between USDA BOC use and OMB Circular A-11 Budget guidance. The target audience is anyone who uses BOCs during the performance of their job duties – SmartPay card holders, budget analysts, accountants. Please help us to identify this audience more accurately by submitting names of both FMMI and non-FMMI users who would benefit from this course to [DTB](#). Use the subject line: BOC Training
5. Master Data Branch – SHC Rollover Process emails were sent out on July 22<sup>nd</sup>. and July 26, 2022, announcing the Yearend Preparation for the SHC clean-up and rollover. Specific instructions were included identifying the SHC rollover process. Please review codes and identify those codes that can be removed from tables. Submit form with SRQ ticket to request changes to Bob Gargoni at [robert.gargoni@usda.gov](mailto:robert.gargoni@usda.gov) or Jason Lala at [jason.lala@usda.gov](mailto:jason.lala@usda.gov). The deadline to complete the roll over process is August 8, 2022.

**Note:** Remember to notify FMS if files are to be submitted that exceed 50-100K codes.

- Linsey Deshazer, FS – Verification if the email was sent to FS. Bob will ensure she is added and resend.

- John Cummings, FSIS – the link provided goes to main FMMI Help page. How can we drill down to the specific template?

**To access the SHC Mass Upload Template:**

- Open FMMI, then FMMI Help
- Click the tile for User Support by Material Type
- Click the tile for Job Aids
- Click the tile for Mass Upload (Excel)
- Click the tile for SHC Mass Upload Template

**Note:** You can also use the left navigation pane in lieu of the tile structure.

**Agency Representative(s)**

O&M Recaps are posted to the FMS website.

**Note:** Next meeting, Thursday, August 4, 2022, at 9:00 a.m. CT.

For inquiries, contact the [Financial Management Services Help Desk](#).