



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

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| <b>Meeting Date:</b>    | March 6, 2025, 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 –<br>Kourtney Peters<br>Carolyn Small | Reminders: FMMI Intelligent Enterprise Transformation (FIET) Project<br>Reminder – 2024 Taxable Relocation Expenses |
| Technical Operations Maintenance Branch –<br>Gerald Spears       | Update: Production Systems Maintenance  |
| Agency(s)  | Comments/Questions  |

#### CSD Updates – FIET Project

- *FIET Communications:*
  - The Hypercare Team – Is now in place to address agency’s FIET related ServiceNow Tickets.
  - Weekly Digest – Communicate common FIET issues.
  - The February issue of *The Monthly Momentum* went out on Monday, 3/10.
  - The [FMMI Upgrade Preparation](#) bulletin includes important information for end users to note prior to the cutover, including a system-by-system interfaces impact.
- *FIET training materials:* All eLearning courses are available in [FMMI Help](#). (Training Materials > Other Training Materials > Fiori eLearning Courses). The remaining three FIET eLearning courses should also be available in AgLearn.
- [FIET Webpage](#): Please continue to review all FIET communications for important updates.

#### FMS Branch Notifications –

**Technical Operations Maintenance Branch (TOMB)** – Production Systems Maintenance for regular (*OS Patching*) is scheduled for March 22-23, 2025.

- Additional outages are planned this month, but timeline has not yet been set.

A detailed notification will be sent out prior to these actions.

**Processing Services Branch** – In accordance with the Federal Travel Regulations, if an employee received taxable relocation income in 2024, they are required to file a RITA claim. Agencies should begin notifying employees to file their claim by **June 27, 2025**. The Financial Management Services (FMS) team will review and process all 2024 RITA vouchers received by **July 31, 2025**. Agencies should create the RITA voucher in mLINKS along with uploading the below supporting documentation, [attached](#), prior to **July 31, 2025**.

#### Agency Representative(s) – Comments/Questions

O&M Recaps are posted to the [FMS website](#).

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The latest FIET information can be found on the [FIET webpage](#).

**Note:** Next meeting – Thursday, March 13, 2025, at 9:00 a.m. CT.