

**UNITED STATES DEPARTMENT OF AGRICULTURE  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
NATIONAL FINANCE CENTER**

**Project Review Team (PRT) Meeting**

**Conference Call**

**Wednesday, March 7, 2012**

**9:00 a.m. – 10:30 a.m. EST**

**Call-In Number – (888) 858-2144**

**Access Code - 6538197**

**Agenda**

9:00 a.m.	Welcome and Introductions	Cindy Suarez
	<ul style="list-style-type: none"><li>• Personnel Changes</li></ul>	
	Recap of November 16, 2011 PRT Meeting	Gaynel Seibert
	Review of Action Items	
9:15 a.m.	PRT Updates	Cindy Suarez
	<ul style="list-style-type: none"><li>• PRT Standard Slides</li><li>• PRT Reports</li></ul>	
9:30 a.m.	Ongoing Initiatives/Project Discussion	
	<ul style="list-style-type: none"><li>• Scheduled Release – CY12 12<ul style="list-style-type: none"><li>○ PPS</li><li>○ webTA</li><li>○ CUAT</li></ul></li><li>• TeleWork Reporting</li><li>• EmpowHR In-Sourcing</li><li>• Enterprise Reporting Solution</li><li>• Legacy Payroll Risk Mitigation</li></ul>	Cherie Landry Charmaine Taylor Santa Plummer  Charmaine Taylor  Billy Dantagnan  Renee Pellissier  Debby Tatum
10:00 a.m.	Customer Comments	All
10:15 a.m.	Closing Remarks	Gaynel Seibert

Handouts:

- Agenda
- PRT Action Items November 2011
- PRT Meeting Presentation March 2012
- UAT Status Update PRT March 2012
- EmpowHR In-Sourcing PRT March 2012
- Enterprise Reporting Solution PRT March 2012
- Risk Mitigation for Legacy Payroll/Personnel Systems PRT March 2012
- GESD Schedule for CY12 12

Future Meeting Dates:

- Wednesday, June 6, 2012
- Wednesday, September 12, 2012

**Facilitator: Gaynel Seibert**

**PRT Mailbox – [PRTeam@usda.gov](mailto:PRTeam@usda.gov)**