CAPPS
Financials User Group
Thursday, November 30, 2017
1 p.m. – 3 p.m.
Travis Building, Room 1-100

Meeting Minutes

First & Last Name	Email	Role/Position	Attend?
Alison Williams	alison.williams@cpa.texas.gov	Comptroller of Public Accounts (CPA) – Communications, Change & Training	Yes
Bary Hobbs	bary.hobbs@hhsc.state.tx.us	Health and Human Services Commission (HHSC)	Phone
Brian Roth	brian.roth@tcole.texas.gov	Texas Commission on Law Enforcement (TCOLE)	Phone
Brian Wetzig	brian.wetzig@txdot.gov	Texas Department of Transportation (TxDOT)	Phone
Celeste Diaz	celeste.diaz@txcourts.gov	Office of Court Administration (OCA)	Phone
Chastity Marion	chastity.marion@tdi.texas.gov	Texas Department of Insurance (TDI)	Yes
Chelsa Vinklarek	chelsa.vinklarek@cpa.texas.gov	CPA – Area Manager, Statewide Fiscal Systems	Yes
Daniel Fierro	daniel.fierro@twc.state.tx.us	Texas Workforce Commission (TWC) – General Ledger Manager and Financials (FIN) User Group (UG) Voting Member	Phone
David Alonzo	david.alonzo@tea.texas.gov	Texas Education Agency (TEA)	Yes
Debra Wood		TWC	Phone
Eduardo Plaza	eduardo.plaza@tpwd.texas.gov	Texas Parks and Wildlife Department (TPWD)	Yes
Elizabeth Ozuna	elizabeth.ozuna@sao.texas.gov	State Auditors Office (SAO) – Contract Manager	Yes
Glynis Butruff	glynis.butruff@tdi.texas.gov	TDI	Yes
Janie Duarte	janie.duarte@trs.texas.gov	Teachers Retirement System (TRS) – FIN UG Voting Member	Yes
Jay Stone	jay.stone@puc.texas.gov	Public Utility Commission (PUC)	Yes
Jeanette Vrabel	jeanette.vrabel@tjjd.texas.gov	Texas Juvenile Justice Department (TJJD)	Yes
Joann Johnson	joann.johnson@rrc.texas.gov	Railroad Commission (RRC) – Purchaser	Yes
Joe Meyer	joe.meyer@tdi.state.tx.us	TDI – Project Manager and FIN UG Voting Member	Yes

First & Last Name	Email	Role/Position	Attend?
Julia Diaz	julia.diaz@tdi.texas.gov	TDI	Yes
Kelly Wenzel	kwenzel@tsl.texas.gov	Texas State Library (TSL) – Purchaser	Yes
Lisa Cole	lisa.cole2@hhsc.state.tx.gov	HHSC – Manager	Yes
Louis Scott	louis.scott@cpa.texas.gov	CPA – FIN UG Voting Member	Yes
Morgan Frank	morgan.frank@rrc.texas.gov	RRC – Coordinator	Yes
Pam Rodriguez	prodriguez@tsl.texas.gov	Texas State Library (TSL) – Purchaser	Yes
Patti Sanders	patti.sanders@rrc.texas.gov	RRC – Program Specialist	Yes
Reggie Pegues	reggie.pegues@dir.texas.gov	Department of Information Resources (DIR) – Director of Accounting	Phone
Sharon Kemp	sharon.kemp@cpa.texas.gov	CPA – CAPPS Deployment Team	Yes
Shelley Knight	shelley.knight@tcole.texas.gov	Texas Commission on Law Enforcement (TCOLE)	Phone
Stephanie Moll	stephanie.moll@cpa.texas.gov	CPA – CAPPS Contractor	Yes
Steve Schiurring	steve.schiurring@cpa.texas.gov	CPA – CAPPS Project Manager	Yes
Terri Kotara	terri.kotara@tvc.texas.gov	Texas Veterans Commission (TVC) – Purchaser II	Yes
Terry Wooten	terry.wooten@cpa.texas.gov	CPA – CAPPS Deployments; FIN UG Voting Member	Yes
William Walk	william.walk@tjjd.texas.gov	Texas Juvenile Justice Department (TJJD)	Yes

I. Welcome (Chelsa Vinklarek)
- Roll call for phone participants.
- Quorum confirmed.

II. Production Update: Financials Support Requests (SRs)
- SR Summary Documentation (Chelsa Vinklarek)
  - User Group members were provided with a summary of all active SRs on the HR/Payroll system.
  - There were 458 active SRs in October and 207 were considered high.
  - There are currently no critical SRs.
- SR Trend Report (Chelsa Vinklarek)
  - During this reporting period there were 216 SRs opened and 222 were closed.
  - The trend is higher due to the September FY17 Financials deployment.
- Governance Approved Enhancements (Terry Wooten)

- o A spreadsheet of Governance Approved SRs was provided. Updates since the last meeting are identified with an asterisk (*) and **bolded**.
    - SR 8282 – moved to *Acceptance Testing*.
    - SR 8133 – moved to *Pending Prod Migration*.
    - SR 4408 – moved to *Assigned*.
    - SR 1051 – moved to *Assigned*. The CAPPS Support Team is analyzing this SR to determine if it is still needed and will work with the requesting agency to understand their needs. This SR was initially requested several years ago and was being considered in conjunction with the Cash Receipts (CR) module; however, it has now been determined that CR will not use this type of solution.
    - SR 5102/6779 – moved to *Assigned*.
    - SR 5124 – moved to *Assessment*.
- Required Maintenance (Terry Wooten)
  - o User Group members were provided a list of Required Maintenance SRs. Updates since the last meeting are identified with an asterisk (*) and bolded.
  - o Deployment Discovery sessions occur during this time of year and there are many required maintenance SRs to review.
    - SR 9391 – moved to *In Work*.
    - SR 9576 – moved to *In Work*.
    - SR 9750 – moved to *In Work*.
    - SR 9641 – moved to *In Work*.
    - SR 9642 – moved to *In Work*.
    - SR 9744 – moved to *In Work*.
    - SR 9747 – moved to *In Work*.

III. Production Update: Elastic Search Functionality (Chelsa Vinklarek)
- Oracle is replacing the Secure Enterprise Search (SES) search feature with Elastic Search.
- Oracle will no longer support SES.
- Elastic Search is now available for agency testing in User Acceptance Test (UAT).
- Agencies can UAT through December 8, 2017.
- Elastic Search will be in Production on December 10, 2017.

IV. Upcoming Vote: SRs Submitted to Governance (Terry Wooten)
- There is one Financials SR being submitted for User Group consideration; the vote will be distributed via e-survey.
  - o SR 9027 – enhancement to display Descriptive Legal Text (DLT) to the Journal Print Report.

V. Project Update: Financials Deployment FY18 (Pete Marcell)
- Deploying agencies: DPS, TSBP, TRS, TRC, BON, SWCB, TSD, THC and TPB.
- Pete Marcell is leaving CPA; Steve Schiurring is now the Lead Project Manager for the Financials FY18 deployment.
- Discovery sessions are nearly finished.
- The Deployment Team will continue to finalize configurations/prototyping until spring.
- Production agencies will participate more in User Acceptance Test (UAT) this year due to the image/Peopletools upgrade that will also occur alongside the FY18 deployment.
  - o UAT for Production agencies will begin in mid-May for approximately eight weeks.
  - o UAT for deploying agencies will begin at the end of May.

VI.   Miscellaneous

- Reports are currently running slower than usual and the CAPPS Support Team is working to resolve the issue.
- The Budget overview page layout was modified with a new image and a lot of scrolling was required. Oracle did not have a solution for this; however, the CAPPS Maintenance Team is working to modify this page to make it closer to the way it used to be.
- CAPPS has the functionality to run depreciation in Asset Management. The data in SPA and CAPPS may not be a perfect match.