

CAPPS HR/Payroll
Required Maintenance
Date of Report: 07/20/2018

Service/Support Request (SR) Information

SR #	Requesting Agency	Product	Impacts All Agencies	Module	Priority	Short Description	Long Description	Status; * =Updates
7807	CAPPS	CAPPS HR/Payroll	Y	TL Time and Labor	Medium	Add edit for timesheet entries for certain TRCs	When TRCs EMGNY or SPECT are entered on the timesheet, the TL Comments field must be populated. If TL Comments field is not populated for the two TRCs, CAPPS must not allow the user (EE, MSS, core user) to save the entry. This new functionality is required to support the Emergency Leave Reporting required by SB 73, 85th Legislature.	*Assessment
320	CAPPS	CAPPS HR/Payroll	Y	TL Time and Labor	Medium	HCMPT error message	(Also reported in 9.1 SR2342) When REGHW is in needs approval status on the timesheet CAPPS is not allowing previously banked holiday comp time to be entered as taken.	In Work
408	CAPPS	CAPPS HR/Payroll	Y	TL Time and Labor	High	Accruals incorrectly awarded on an 012 Direct Tsf	CAPPS is awarding accruals (Annual Leave, Sick Leave) to employees who are mid-month direct transfers (012 Reason Code) from agencies outside of CAPPS. Employees are only eligible to receive accruals once per month and in most cases that accrual should have been awarded by the employee's prior agency and not from within CAPPS.	Rework
1082	CAPPS	HR/Payroll	N	HR	High	Modifications to the Hazardous Duty Functionality	Modifications are needed to the functionality in CAPPS for Haz Duty service: 1. Military LOA and LWOP must not adjust Haz Duty Service time comparable to log included in calculation of Prior state service; and, 2. Non-hazardous state service prior to 5/29/87 must not be included in Hazardous Duty service if the employee was not in a Haz Duty position that spans 5/29/87. Currently, the Grandfather Flag is automatically set to Y if the employee is in a Haz Duty position and prior non-haz duty state service is entered. The code that considers prior state service in conjunction with prior haz Duty service has been disconnected for now to prevent setting employees to Grandfathered when the statutory condition is not met; and, 3. Modify customization to use the prior haz duty table and allow inserts by agency users for all eligible haz duty service including non-hazardous State service provided the employee has prior haz duty service that spans 5/29/87; and, 4. Allow the insert and calculation of 1 day of prior Haz Duty Service comparable the online functionality and calculation of the State service Effdt for prior state service.	*Pending Prod Approval
1455	DPS	CAPPS HR/Payroll	Y	TL Time and Labor	Medium	Incorrect email notifications sent	User received a second incorrect email notification of time changed, when time was not changed. Please see attachment.	In Work
1503	CAPPS	CAPPS HR/Payroll	Y	TL Time and Labor	Medium	Manager reporting to self can approve own time	If an employee reports to themselves and has a manager role, they are able to see themselves on the manager summary approval page and ultimately could approve their own time. We fixed this in FY15 with HCM5203 (ASP ticket 214), but it was apparently "unfixed" with HCM5255 (SR480). Note: the head of the agency always reports to themselves due to HR functionality. We may have others within our FY16 agencies that report to themselves too outside of the agency head so whatever the fix is, it can't be tied to a 'level' of employment.	In Work

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3767	CAPPS	CAPPS HR/Payroll	Y	Interfaces	High	Reporting payroll contribution amounts to ERS	Currently, after processing payrolls through SPRS a file is created by SPRS that includes retirement, insurance, flexible benefit and deferred compensation totals that is sent to ERS. The file called the 'CPA Contribution File' is a single file that includes any USPS or SPRS reporting agency that has processed a payroll on that day. The information reported to SPRS from CAPPS is allocated/distributed in such a way that when multiple pay periods are included in a single payment, the reporting of deduction amounts on the CPA Contribution file may be allocated across all pay periods. This can result in retirement deductions reported for periods with no pensionable earnings (e.g. Overtime) or splitting insurance contributions, flexible benefit deductions and savings plan deductions across multiple pay periods. ERS uses this Contribution file to make updates in their system and can result in erroneous credits in their pension and benefit systems. CAPPS will be modified to create a CPA Contribution File and to submit directly to ERS. CPA mainframe system will continue to report to ERS for all non-CAPPS agencies on the CPA Contribution File.	In Development
3889	CAPPS	HR/Payroll	Y	HR	High	Clean up on State and Haz Duty Service Dates	SR3595 will address a customization to update the State Service Date and the Haz Duty Service Date when inserting prior state service or prior hazardous duty service after an employee has been terminated. After the fix for SR 3595 was migrated to Production, clean up is required for existing production data for the previously converted terminated employees with prior state service and/or prior HAZ duty service rows, as well as current employees in Production who have terminated since Go-live.	Hold
4663	CAPPS	HR/Payroll	Y	Payroll	High	FY18 - Savings Incentive Program	SB 132 was enacted by the 85th Legislature that will require the creation of a new earnings to be used by agencies for payment of savings incentive bonuses to employees.	In Work
4942	CAPPS	CAPPS Reporting Team	N	TL Time and Labor	High	Report to reflect LAC and Funding information	Report is needed to determine the total hours for the month and monthly funding breakdown for employees who have charged time against an LAC at any time during the month?	*Pending Prod Approval
5314	CAPPS	CAPPS HR/Payroll	Y	TL Time and Labor	High	Super Users can enter/approve their own time	If a super user enters his or her own time on the super user timesheet it is automatically approved. Edits should be added to disallow a super user from entering time on his or her own super user timesheet. Need to evaluate if there are any other TL pages where a super user could update his or her own information.	In Work
5318	CAPPS	CAPPS HR/Payroll	Y	TL Time and Labor	Medium	Display Override Reason Code description with ORC	ORCs are limited to 5 characters and are not always intuitive, it may be more helpful to users if all places where ORC is displayed included to ORC description as well.	*Pending Prod Approval
5340	CAPPS	CAPPS HR/Payroll	Y	N/A	Medium	Deployment FY18 Image Upgrade to 24	HCM image upgrade to number 24	*Pending Prod Approval
5341	CAPPS	CAPPS HR/Payroll	Y	N/A	Medium	Deployment FY18 PeopleTools Upgrade to Ver 8.56	PeopleTools upgrade to version 8.56	*Pending Prod Approval

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5487	CAPPS	CAPPS HR/Payroll	N	CA Commitment Accounting	Medium	Sync up Valid Combo Codes and Account Code tables	PS_VALID_COMBO_TBL and PS_ACCT_CD_TBL are supposed to be in sync all the time, but they are getting out of sync when users update/correct chartfields and description of Valid combo codes online. This is leading to duplicate combo code issues and resulting in incorrect distribution of funding. Modify or create a new process to maintain synchronization of "Hash" values between PS_VALID_COMBO_TBL and PS_ACCT_CD_TBL	System Test
5576	CAPPS	Enterprise Portal	Y	N/A	Medium	Deployment FY18 - Portal People Tools upgrade	Upgrade People Tools Version	*Pending Prod Approval
5577	CAPPS	Enterprise Portal	Y	N/A	Medium	Deployment FY18 - Portal Image Upgrade	Upgrade Portal Image from 2 to 4	*Pending Prod Approval
5970	CAPPS	CAPPS HR/Payroll	Y	Employee Self Service (ESS)	Medium	ESS Performance - Fluid Pages	Implement Fluid for Employee Self Service Performance Management pages.	*Pending Prod Approval
5971	CAPPS	CAPPS HR/Payroll	Y	Employee Self Service (ESS)	Medium	ESS Time Reporting - Fluid Pages	Implement Fluid for Employee Self Service Time Reporting pages	*Pending Prod Approval
5972	CAPPS	CAPPS HR/Payroll	Y	HR Human Resources	Medium	ESS Personal Data - Fluid Pages	Implement Fluid for Employee Self Service Personal data pages	*Pending Prod Approval
5973	CAPPS	CAPPS HR/Payroll	Y	Employee Self Service (ESS)	Medium	ESS Payroll - Fluid Pages	Implement Fluid for Employee Self Service Payroll pages	*Pending Prod Approval
5975	CAPPS	CAPPS HR/Payroll	Y	HR Human Resources	Medium	MSS Personal Info - Fluid Pages	Implement Fluid for Manager Self Service Personal info pages	*Pending Prod Approval
5976	CAPPS	CAPPS HR/Payroll	Y	Mgr Self Service (MSS)	Medium	MSS Performance - Fluid Pages	Implement Fluid for Manager Self Service Performance Management pages	*Pending Prod Approval
5977	CAPPS	CAPPS HR/Payroll	Y	Mgr Self Service (MSS)	Medium	MSS Time Management - Fluid Pages	Implement Fluid for Manager Self Service Time and Labor pages	*Pending Prod Approval
5978	CAPPS	CAPPS HR/Payroll	Y	HR Human Resources	Medium	MSS Job Info - Fluid Pages	Implement Fluid for Manager Self Service job data pages	*Pending Prod Approval
5979	CAPPS	CAPPS HR/Payroll	Y	Mgr Self Service (MSS)	Medium	MSS Time Administrator - Fluid Pages	Implement Fluid for Manager Self Service Time Administrator pages	*Pending Prod Approval

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6081	CAPPS	HR/Payroll	N	HR	High	Addl Pay for Haz Duty not inserted on Promotion	Haz Duty addl pay was not inserted when employees are promoted from a non-Haz Duty Position to Haz Duty position. The addl pay row is required for the payment to be automatically included when the employee is eligible for the payment. The next graduating class (promotions to Haz Duty positions) is in mid-December 2017.	*Pending Prod Approval
6095	CAPPS	HR/Payroll	N	HR	High	Invalid updates to Haz Duty-Dual Employment issue	There is an issue related to Dual Employment and Haz Duty data for one of the employments. The condition that exists and needs to be fixed is when employees who are in Haz Duty positions at one company (e.g., 304, 405) and are hired as a SAD1 employee at Agency 401 (Military Dept) as an Active Duty employee. In this instance, the Haz Duty ONdicator is being set to N and invalid prior Haz Duty row is being inserted.	*Pending Prod Approval
6192	CAPPS	Enterprise Portal	Y	N/A	Medium	Portal Changes due to Image/Fluid	Changes to the Portal are required related to the upgrade to Image 24 and the implementation of fluid pages.	*Pending Prod Approval
6277	DMV	Talent Management	Y	Recruiting	High	Reset Application Password	When an applicant locks themselves out of the Career Section Application Log In Screen, they get a notice that states they have to wait 24 hours before they can reset their password. It only takes 5 minutes for an applicant to be able to reset their own password by clicking on the Forgot your Password? link. TxDMV HR receives calls from applicants on a daily basis complaining that they have to wait 24 hours to reset their password and then are upset that the message is incorrect and they can reset it in 5 minutes. TxDMV is asking that CPA fix the notice to applicants and include the correct timeframe and instructions on how to reset their password.	*Completed
6296	CAPPS	CAPPS HR/Payroll	N	Mgr Self Service (MSS)	Medium	Modify Manager Payroll Notification Process	Currently the Manager Payroll Notification process utilized by agencies using full Manager Self Service functionality only runs for salaried monthly and twice monthly pay groups. Modification to the process is needed to allow it to be run for Hourly pay groups.	Acceptance Testing

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6648	CPA	CAPPS HR/Payroll	Y	Performance Mgmt	High	Transfer documents due to 'reports to changes	<p>We have been dealing with a lot of transfer employees or reports to manager changes. The problem am getting is if they are in the process of working an evaluation and for some reason the division has report to manager changes or the employee is transfer to different division or section. The previous manager is unable to complete the evaluation and its transfer automatically to the new manager.</p> <p>Sometimes I have to transfer the document back to the previous manager to complete but when they share the evaluation and send the acknowledgement. If there previous manager doesn't approve it that same day.</p> <p>The system will revert back to their new manager name and it's in there queries to approve. What I have to do is transfer back to the previous manager to approve it and then it goes to second level manager. Then hopefully they sign off on it that same day it not then get sent to new second level manager approval then.</p> <p>But I have also notice that when employee evaluation is completed. But they transfer to another division afterwards that it has been changing the manager name and division on the evaluation? Is it supposed to do that?</p>	*In Work Defects were found during UAT testing.
7091	CAPPS	CAPPS HR/Payroll	Y	HR Human Resources	High	FY19 - FYE Benefit Update needed	<p>At their March 7, 2018 Board meeting, the ERS Board adopted a rule change adding Vision as a benefit plan included in the Optout election. Currently, only ADD and Dental can be included in the benefit elections to which the \$30/\$60 can be applied. Beginning 9/1/18, employees enrolled in Optout may apply the 'state' contribution to Vision in additional to AD&D and Dental, if selected by the employee.</p>	*In Development
7144	CAPPS	CAPPS HR/Payroll	Y	Reports	High	FMLA Leave Activity issues	<p>The FMLA Leave Activity report is supposed to include holidays and agency holidays toward the employees' FMLA balance when the holiday falls within the FLSA workweek. However, the report is now including holidays in the FMLA balance when the employee is not using FMLA. Screen shots are included. The employee at an agency returned to work in May 2017, but the FMLA report shows it is calculating the Thanksgiving and Christmas holiday toward the employees FMLA balance.</p>	In Development
7248	CAPPS	CAPPS HR/Payroll	Y	Employee Self Service (ESS)	High	Employee Name Changes in Employee Self-service	<p>Employee requests for a name change in CAPPS through Employee Self Service are not generating the email notification or worklist item for the manager to approve the name change. Oracle's ACA Patch contained a new record structure that starts the name change process. The record went from 24 field to 29 fields.</p>	*Pending Prod Approval
7654	CAPPS	Talent Management	Y	Recruiting	High	Upgrade CAPPS Recruit to Latest Version	<p>Per Oracle, we must upgrade CAPPS Recruit from 17.3 to a later version (17.4 or beyond).</p>	*Acceptance Testing