

CAPPS HR/Payroll Required Maintenance

Date of Report: 11/15/19

Service/Support Request (SR) Information

SR #	Requesting Agency	Product	Impacts All Agencies	Module	Priority	Short Description	Long Description	Status; *=Updates
408	CAPPS	CAPPS HR/Payroll	Yes	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.	*Pending Prod Approval
8995	CAPPS	CAPPS HR/Payroll	No	Reports	High	FMLA frequency exceeded report	New report required to reflect employees who have exceeded the frequency when using intermittent leave for FMLA	In Work
9296	CAPPS	CAPPS HR/Payroll	No	Mgr Self Service (MSS)	Medium	Managers can change time on unauthorized TRCs	Managers can change time on TRCs that they do not have access to enter. Example: Managers at a particular agency do not have access to ANLVI. A Super User enters ANLVI for a new employee. The manager can change the amount of time that the Super User entered. The edit for the TRC is on the TRC entry space itself, so there's no chance for it to fire.	Assigned
10629	CAPPS	CAPPS HR/Payroll	No	TL Time and Labor	High	Timesheet edit to prevent ANLVP entry	Timesheet edit needed to prevent entry of ANLVP under certain conditions (e.g., employee is not terminated and does not fall under conditions specified for agencies like 771/772, etc., terminated for less than 30 days, future-dated terminations, etc.)	Assigned
11507	CAPPS	CAPPS HR/Payroll	No	HR Human Resources	Medium	Add edit on Emplid for entry for CWRs	1. CAPPS will allow the entry of less than 11 digits in the Emplid field with using the custom CAPPS Non-employee add page; 2) add the checkbox on CAPPS Non-Employee Add so that it allows entry of CWR to be added at a second company; 3) when a CWR terminates, the system should not add the terminated employee roles. For all existing CWRs, need to remove the Terminated Employee roles.	*Completed
12388	CAPPS	CAPPS HR/Payroll	No	PY Payroll	Medium	Employee name on W2 form is modified	Although the employee's name does not exceed the character limit for the W2 form, the full name (First Name, Middle Name/Initial and Last Name) are not displayed on the form in certain conditions. Several tickets have been opened related to this issue. Initial research suggests a modification is need to the SQR used to create the 'form'. This should be addressed for the creation of the next round of W2s for tax year 2019.	Assigned
12641	CAPPS	CAPPS HR/Payroll	No	TL Time and Labor	Medium	REGDS changes	Changes to the Disaster Comp Time rules.	*Completed

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13458	CAPPS	Talent Management	Yes	Recruiting	Low	Update Ethnicity in CAPPS Recruit	Effective April 1, 2019, valid race/ethnicity values in USPS, SPRS, HRIS and CAPPS are: <ul style="list-style-type: none"> • White • Black • Hispanic • Asian • American Indian/Alaska Native • Native Hawaiian/Other Pacific Islander • Two or More Races 	Completed
13875	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	High	Create PDF paychecks in CAPPS	Create PDF paychecks in CAPPS	In Work
14478	CAPPS	CAPPS HR/Payroll	No	TL Time and Labor	Medium	FLEXS warning message when FLEXS is entered on TS	Warning message needed on timesheet when FLEXS is entered - Warning: The FLEXS TRC is entered on the timesheet on flexed hours must be made up during the same FLSA workweek. If the flexed hours are not accounted for by working additional hours (REGHR) during the same FLSA week, a pay dock may occur.	Assigned
14903	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	High	SPRS Audit Rpt Updates for Multiple BSY Earnings	When an employee has multiple BSY earnings, the SPRS Outbound interface should populate the Entitlement and Deduction tables with same amounts as their corresponding payroll and distribution tables so that SPRS Audit report doesn't produce Out Of Balance errors.	Assigned
16382	CAPPS	CAPP Reporting Team	Yes	Reports	High	Modify the TX_PY_CHILD_SUPP_LUMP_B ONUS query	The query is designed to assist agency payroll staff with identifying payments that must be reported to the OAG – CSD prior to payments. The query must be modified to identify all earnings codes that meet the definition of lump sum payment and remove a criteria that was only identifying orders that were marked as arrears. The law was modified in 2009 so that it no longer only required reporting payments if there was a writ of withholding order for arrears. The query should identify any employee receiving a lump sum payment greater than or equal to \$500 who has an active order issued by the OAG – CSD.	*Acceptance Testing
16605	CAPPS	CAPPS HR/Payroll	Yes	HR Human Resources	High	Remove LOA reason code from Job Data	Remove the remaining LOA reason codes from Job, so that all employees must do LOA (all LOA, not just FMLA-related) on the timesheet.	Assigned
17119	CAPPS	CAPPS HR/Payroll	Yes	Performance Mgmt	Medium	Modify workflow follow Roll Up/Roll Down process	Currently if a manager submits a performance document for approval, then is either terminated or transferred to another agency, this results in the HR Roll-up process to activate. The documents are transferred to the correct next level manager (as designed) however the workflow for the approvals remain with the terminated manager. The enhancement is to modify the workflow to approvals to follow the Roll-up/Roll down process.	*In Work
17256	CAPPS	CAPPS Reporting Team	Yes	PY Payroll	Medium	Remove hard coding from TXTAX810	Hard coding JOBCODES on the Texas Quarterly UI Wage Report does not allow unemployment wages to be pulled if an employee moves into one of the JOBCODES in the middle of a quarter.	In Work

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17292	CAPPS	CAPPS HR/Payroll	No	HR Human Resources	High	Change warning message to error for completed FMLA	Change warning message to an error on timesheet for completed FMLA events	*Assigned
17416	CAPPS	CAPPS HR/Payroll	No	PY Payroll	Medium	Edit to ensure max Base Pay not exceeded-OnCycle	Add edit to ensure that an employee cannot be paid more than their monthly base salary amount on an on-cycle payroll.	*In Work