FI$Cal One state. One system.	**FI$CAL USER COMMUNITY FORUM** **DATE: WEDNESDAY, SEPTEMBER 14, 2016** **TIME: 1:00 PM – 3:00 PM** **LOCATION: DEPARTMENT OF GENERAL SERVICES, 707 3RD STREET, WEST SACRAMENTO, CA 95605** **ROOM: AUDITORIUM**

Facilitators:	Michael Muth Bill Harrigan Wes Riley
Meeting Purpose: **Type of Meeting:**	FI$Cal User Community Forum Informational/Question and Answer

AGENDA TOPICS/MINUTES

#	**Topic** *[Brief description]*	**Presenter** *[Name]*	**Duration** *[Time in Min.]*
1	Introduction/Agenda/Project Status	Michael Muth	10 Min
2	State Controller’s Office	Bill Harrigan	100 min
3	FSC - What We’ve Heard From You/Close	Wes Riley	30 Min

QUESTIONS AND ANSWERS

Q1. You ask about encumbrances, we have something with an architectural revolving fund. We treat this as an encumbrance since all of money is sent to DGS and they send it over the course of time. Will this also be in your System?	A1. As you are creating your PO against that fund yes that information will be encumbered into that ledger.
Q2 General Ledger fund loan authority that is budgeted, where will it be billed?	A2. SCO will create the budget, we then have interfaces that go from the Hyperion System into PeopleSoft. The SCO will then establish the commitment control ledger for all appropriations according to the Budget Act.
Q3. Some modules are changing will there be updates in the FI$Cal Training Academy?	A3. Yes.
Q4. We are transitioning in R18, while others are going on R17. What are going to be some of the growing pains? How are we going to transact when you guys are already on FI$Cal and we are still in CalSTARS?	A4. You have a choice, you can transition to the new Chart of Accounts and submit your transaction request or you can continue to use legacy Chatfield’s and we will translate them on our end.
Q5. Do you submit year-end statements the same as in legacy?	A5. Yes.

QUESTIONS AND ANSWERS

Q6. There be a crosswalk back, because CalSTARS converts SCO data when we receive it on a monthly basis?	A6. Correct.
Q7. Is SCO running a parallel system?	A7. No, because this solution goes beyond R18 departments and it goes beyond exempt and deferred. So we need a solution that lives beyond just that year. Please feel free to come to our BPW, there we will we get into the specifics of how this will be done.
Q8. Do remittances stay the same?	A8. Yes.
Q9. Are you changing the payroll process?	A9. No, it will stay the same.
Q10. Each of our hospital has their own work codes. Appropriations come in to headquarters and then we decide how much to give them. If we maintain this while SCO goes live in 2017, will it create separate work codes?	A10. We are setting up our crosswalk that will take how you submit those transactions and it will crosswalk it back into our language. So how we set it up it will not set up a work around for you.
Q11. How can we be both an exempt and deferred department?	A11. Your program specific activities are exempt and your accounting system is deferred.
Q12. If we wanted to get on FI$Cal soon how can we do this?	Q12. Submit an External Change Request form to the Project for a change to current department destination.
Q13. How did we overcome the challenge of the wet signature on a claim schedule?	A13. (1.) A wet signature was no longer needed because we had two factor authentication for our AP Approver (2.) In addition, when you get to role mapping you need to identify who that person is that gets assigned the 218.That individual will also sign a separate form called our FI$Cal Audit 15 file. So that electronic click of approval is the same as a signature.

QUESTIONS AND ANSWERS

Q14. We put a green sheet on the claim schedule, which means it comes back to my department, because I will be special handling that check?	A14. Special handling will be included in this functionality.
Q15. In the FI$Cal System you would just click that specific box, it means special handling?	A15. Yes, and it will also include a comments field.
Q16. Will the current electronic process stay the same?	A16. Yes.
Q17. Is there going to be the capability for normal supplier payments to be replaced by vendor supplier payments?	A17. Yes, via EFT or ACH they can electronically get paid.
Q18. Will you also consider payment from EFT for international suppliers?	A18. We are currently in the process to figuring that out.
Q19. At what point will the EFT function be available?	A19. Our current plan is 2018.
Q20. Can you confirm there is no hard copy and wet signature for electronic submission?	A20. No, we will be discussing this further on. The electronic claim process stays the same, you will still submit your 218 and paper claim with your electronic claim.
Q21. Sometimes direct transfers slide in and take our money that was meant for something else. Can we get a schedule of these direct transfers?	A21. We do not have that in place, as we leave it up to the department's discretion, but we are bringing it up as potential business process improvement.
Q22. On the previous slide I saw that it said registered warrants are we anticipating those?	A22. No, but we have to have a system that will have the capability to produce registered warrants.
Q23. Will our remittance process stay the same in that our federal funds will be available the second day, even if it is posted on the same day?	Q23. It will not be posted the same day, but it will be the same process.
Q24. Will this be calendar days or business days?	A24. Business days.

QUESTIONS AND ANSWERS

Q25. How does it affect those of us who don't use Electronic Deposit Form (EDF) for deposit with SCO?	A25. Continue to submit like you currently do.
Q26. What is EDF?	A26. Electronic Deposit Form.
Q27. Someone at FI$Cal told me that you guys are developing taking the half sheets payroll AR's and uploading into the FI$Cal's System, is this correct?	A27. It is in the pipeline of discussion, but it will not be included in the functionality of 2017 Release.
Q28. Will we still using EFITS for remits?	A28. Yes, no change to you until you are on the System.
Q29. Do we need to engage our bank for cash recite deposits? Do we need to change our DPA accounts?	A29. Please bring those question to the BPW.
Q30. What about transfers that involves two agencies?	A30. AP module that feeds into GL and requires SCO approval, once you are in the System.
Q31. Will it also go through the accounts receivable module in addition to the AP for the receiving department?	A31. Yes.
Q32. When we encumber in the System, does it already have information so that we don't have to do anything extra?	A32. Yes, you will not have to do anything extra.
Q33. What about the ones that are not encumbered like utilities?	A33. For utilities activities we are currently looking at statewide policy going forward.
Q34. Will the accrual be done by the System automatically and go into FI$Cal?	A34. Yes.
Q35. What about the expenses and travel expenses you can't encumber you have to accrue them?	A35. You would use encumbrance only PO.
Q36. Will the agency query accounts functionality still be available in FI$Cal?	A36. Yes.

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Q37. Will the encumbrance only PO be used for payroll accrual?	A37. No; however, I recommend bringing that up.
Q38. Do you have any problem with interface systems?	A38. We have experienced some challenges with CalATERS, but are working on it.
Q39. Should I assume it will be resolved by the time I use the interfaces?	A39. Yes, it should be fixed shortly because you are an R18 department.
Q40. CalATERS currently had an accrual report. We enter these in CalSTARS, so how will this happen when I am in FI$Cal?	A40. When SCO comes on, I don't know how this will work.
Q41. When will our department get access to FI$Cal?	A41. I will be answering this in Slide 24.
Q42. What do you mean by volumes of claims?	Q42. If you are processing a large volume that you think is larger volume, contact CMO and we will contact you to discuss further.
Q43. Is this for deferred and exempt departments? Should I have received an invitation to this support session?	A43. No, we are in the process of sending out those invitations for those support sessions.
Q44. Currently for CalSTARS users, SCO sends them a file and we download that file. Will I still get this file?	A44. Yes.
Q45. Is there notification when the report is ready?	A45. No, we do not have that functionality, but you can run a report in real time.
Q46. After SCO goes on, will we be able to have access to prior information?	A46. You will still have access to this information.
Q47. How does Department of Finance Budget Drills within Hyperion impact the FI$Cal PeopleSoft ledgers and at what point does that information come in?	A47. We do not update the commitment control legers unless we receive a budget revision, unless we receive a Budget Executive Order request which is a TC24.

QUESTIONS AND ANSWERS

Q48. Each year when they are publishing the Budget within Hyperion, there are still some drills that are left over and tend to get pushed in?	A48. This is still potently an issue.