



▶ FISCAL AS-IS & TO-BE BUSINESS PROCESSES.....1



▶ MONTHLY MESSAGE FROM FISCAL LEADERSHIP.....2

▶ CAL EPROCURE REMINDER.....2



▶ FEBRUARY USER COMMUNITY FORUM HIGHLIGHTS!..... 2

▶ FISCAL EVENTS CALENDAR.....3

# FISCAL Focus

FISCAL: TRANSPARENCY. ACCURACY. INTEGRITY.

## FISCAL “AS-IS” & “TO-BE” BUSINESS PROCESSES

Business Process Modeling	
<b>Asset Management</b>	
BP Document	BP Flow
<a href="#">AM1 - Acquire Assets</a>	AM1 - Acquire Assets
<a href="#">AM2 - Maintain Assets</a>	AM2 - Maintain Assets
<a href="#">AM4 - Transfer Assets</a>	AM4 - Transfer Assets
<a href="#">AM6 - Retire/Reinstate Assets</a>	AM6 - Retire/Reinstate Assets
<a href="#">AM8 - Asset Depreciation and Month End</a>	AM8 - Asset Depreciation and Month End
<b>Billing to Deposit</b>	
BP Document	BP Flow
<a href="#">AR1 - Setup and Maintain Customers</a>	AR1 - Setup and Maintain Customers
<a href="#">AR2 - Generate and Adjust Invoices</a>	AR2 - Generate and Adjust Invoices
<a href="#">AR3 - Enter and Maintain Receivables</a>	AR3 - Enter and Maintain Receivables
<a href="#">AR4 - Process and Adjust Deposits</a>	AR4 - Process and Adjust Deposits
<a href="#">AR5 - Collect Receivables</a>	AR5 - Collect Receivables
<b>Daily Accounting Journals</b>	
BP Document	BP Flow

In order to successfully utilize FISCAL, system users need to understand their business processes—this includes both the current “as-is” processes before FISCAL, as well as the “to-be” processes once departments onboard with FISCAL. Through Business Process Modeling, departments will map out and analyze their “as-is” processes to create a baseline for process improvements and then incorporate these improvements when designing the “to-be” process prior to transitioning from legacy systems onto FISCAL.

Information on business process workshops and related resource materials are available online at [Business Process Modeling](#) on the FISCAL website. To best prepare for success when using FISCAL, each state entity is encouraged to work with their department liaisons to identify and document current business processes (e.g. tasks, activities, roles, participants, systems, applications, etc.). Users are also advised to work with their department’s readiness coordinator so as to ensure proficient understanding of FISCAL and be able to complete business process tasks in a timely manner. For information on identifying the readiness coordinator for a specific department, please contact the FISCAL change management office at [fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov).

## Monthly Message from FI\$Cal Leadership



I want to express the importance of staying current with transactions and Month End Close activities by the end of May for all FI\$Cal departments. This will allow departments to focus on closing their final months and move on to Year End Close activities. If you have questions on Month End Close or if your department needs assistance with Month End Close activities, we are here to help. The Project has put together a team that will work with you and provide one-on-one support to assist you in completing your activities. For assistance with Month End Close, please contact the Change Management Office via email at [fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov).

Miriam Ingenito, Executive Partner

## Cal eProcure Reminder



Cal eProcure, which replaced BidSync back in January, is the web portal that gives the public, suppliers and bidders access to relevant State procurement information. That information includes bid opportunities on the California State Contracts Register (CSCR) and the ability to search the State Contracting and Procurement Registration System (SCPRS). The new portal was designed to make FI\$Cal information easily accessible in a user friendly design. State user credentials will not work in

Cal eProcure. State users should continue to log in and work in FI\$Cal. For example, if a state user wants to advertise a solicitation in CSCR they would log in to the FI\$Cal System and use the FI\$Cal functionality to create the event that becomes the advertisement in CSCR. That advertisement would then be visible to the public and the vendor community in Cal eProcure. For questions related to FI\$Cal or Cal eProcure, please contact us at [fiscalservicecenter@fiscal.ca.gov](mailto:fiscalservicecenter@fiscal.ca.gov). If you have any procurement policy issues, please contact your department's DGS Purchasing Authority Specialist at [PAMS@dgs.ca.gov](mailto:PAMS@dgs.ca.gov).

## FEBRUARY USER COMMUNITY FORUM HIGHLIGHTS!

There was a great turnout for our first monthly FI\$Cal User Community Forum which was held on Thursday, February 18 at the East End Complex in Sacramento. During the forum FI\$Cal staff addressed relevant project information and the enhancements being worked on to improve user experience.

Executive Partner Miriam Ingenito opened the Forum and was followed by Project Director Neeraj Chauhan who discussed status of the Project. Bill Harrigan from the State Controller's Office led this month's Tips and Tricks portion on Voucher Processing. Wes Riley with the FI\$Cal Service Center (FSC) reported on two important incident trends; 1.) Service requests average between 80-95 percent of all opened tickets and 2.) Service restorations average between 5-25 percent of all tickets. In addition the FSC is trying to increase customer satisfaction through a new incident handling process which involves better and more frequent communication from the opening of a ticket through resolution. Wes also let everyone know that feedback from users helps drive FSC improvements so

it is important that end users fill out and return customer satisfaction surveys.

Thank you to everyone who attended. These Forums are a great opportunity to learn more about the FI\$Cal System, discuss project updates and address any questions and concerns that you and your departments may have. You can view the presentation from the February Forum on our [FI\\$Cal website](http://fiscal.ca.gov).

### ***FI\$Cal Forum*** **Next User Community Forum**

Wednesday, March 23, 2015  
Department of Health Care Services  
East End Complex Auditorium  
1500 Capitol Avenue — Sacramento

For more information, please contact our Change Management Office at [fiscal.forum@fiscal.ca.gov](mailto:fiscal.forum@fiscal.ca.gov)



## FI\$Cal Events Calendar

### March 14-18, 2016

<b>Monday</b> 3/14/16	8:30-4:30 2017 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training
<b>Tuesday</b> 3/15/16	8:30-4:30 2017 Release Model Office
<b>Wednesday</b> 3/16/16	8:30-4:30 2017 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training 1:00-2:30 Budgeting Super User Meeting
<b>Thursday</b> 3/17/16	8:30-4:30 2017 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training

### March 21-25, 2016

<b>Monday</b> 3/21/16	8:30-4:30 2018 Release Model Office
<b>Tuesday</b> 3/22/16	8:30-4:30 2018 Release Model Office
<b>Wednesday</b> 3/23/16	8:30-4:30 2018 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training 9:30-11:00 Monthly FI\$Cal User Community Forum – Morning Session 1:00-2:30 Monthly FI\$Cal User Community Forum – Afternoon Session
<b>Thursday</b> 3/24/16	8:30-4:30 2018 Release Model Office 8:30-5:00 CFS Procurement Training 8:30-5:00 FI\$Cal Ongoing Training

### March 28 - April 1, 2016

<b>Monday</b> 3/28/16	8:30-4:30 2018 Release Model Office
<b>Tuesday</b> 3/29/16	8:30-4:30 2018 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training
<b>Wednesday</b> 3/30/16	8:30-4:30 2018 Release Model Office
<b>Thursday</b> 3/31/16	<b>Cesar Chavez Day Holiday</b>
<b>Friday</b> 4/1/16	8:30-4:30 2018 Release Model Office

### April 4-8, 2016

<b>Monday</b> 4/4/16	8:30-4:30 2018 Release Model Office
<b>Tuesday</b> 4/5/14	8:30-4:30 2018 Release Model Office
<b>Wednesday</b> 4/6/14	8:30-4:30 2018 Release Model Office
<b>Thursday</b> 4/7/14	8:30-4:30 2018 Release Model Office 8:30-5:00 CFS Procurement Training

### April 11-15, 2016

<b>Monday</b> 4/11/16	8:30-4:30 2017 Release Model Office
<b>Tuesday</b> 4/12/16	8:30-4:30 2017 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training
<b>Wednesday</b> 4/13/16	8:30-4:30 2017 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training 9:30-11:00 Monthly FI\$Cal User Community Forum – Morning Session 1:00-2:30 Monthly FI\$Cal User Community Forum – Afternoon Session
<b>Thursday</b> 4/14/16	8:30-4:30 2017 Release Model Office 8:30-5:00 FI\$Cal Ongoing Training

All meetings will be held at FI\$Cal Evergreen location, unless otherwise noted. For further information on FI\$Cal calendar events go to the [FI\\$Cal Events Calendar](#) on the FI\$Cal Website.



## 2016 Release Resources

For General Resources, Business Process Workshops, Conversion and Solution Walkthroughs visit the FI\$Cal Website at:

[2016 Release Resources](#)



**A new look  
and feel for  
FI\$Cal! Stay  
tuned  
for more  
information.**

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Any questions, please contact us at: [fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov)