

Meeting Information

Meeting Name: KK3 – Commitment Control – Structure
Scribe: DeVal Lott
Facilitator: Todd Hall
Date: June 9, 2005
Time: 9:00am – 12:30pm
Location: Suite 1514A West Tower

Invitees/Attendees

+ In attendance, - Absent, # Substitute, *Other

	Name	Organization/Department	Substituting For
+	Lynn Vellinga	SAO	
+	Bart Haberbosch	SAO	
+	Brian Hampton	SAO	
+	Brenda Harris	OPB	Kaye Carter
+	Kyle Morton	Accenture	
+	Susan Banks	SAO	
+	Joy Thomas	DNR	
+	Angie Robinson	DOT	
+	Ken Nash	Corrections	
+	Nancy Van Etten	Corrections	
+	Nora Wolfe	SAO	
	Project Staff		Role
+	Todd Hall	Accenture	KK Lead

Agenda

Item No.	Topic	Presenter
1.	Introductions	Todd Hall
2.	What is Commitment Control	Todd Hall
3.	What changed between BCM & Commitment Control	Todd Hall
4.	Current Issues to be Resolved	Todd Hall
5.	Requirements captured so far	Todd Hall
6.	Current Structure	Todd Hall
7.	Proposed New Structure	Todd Hall
8.	Next Steps	Todd Hall
9.	Questions & Answers	Todd Hall

Meeting Summary

Agenda Item No.	Main Points, Conclusions/Discussions, Decisions, Next Steps, Issues, New Action Items
1	Introductions There were no introductions made
2 & 3	What is Commitment Control/What changed between BCM & CC Major highlights of 8.8 Commitment Control include: <ul style="list-style-type: none"> • Ledger KK replaces ledger budg • In ledger budg, columns represent Budgeted Amount, Pre-Encumbrances and Encumbrances. In 8.8, these are now considered to be individual ledgers. The collection of ledgers is called a Ledger Group. • Pre-Encumbrance and encumbrance columns in General Ledger don't exist. • KK does not utilize standard budgets. May be used as a method to enter budget then feed it to KK.

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4	<p>Current Issues to be Resolved</p> <p>Sub-Program Budgeting</p> <ul style="list-style-type: none"> ➤ Do we make this available? Yes ➤ Will all agencies need it? No ➤ Will it be Control or Track? Agency Decision <p>Do we include Funding Source within Expense Budgets?</p> <ul style="list-style-type: none"> ➤ It was determined that this would be an agency decision. <p>What Statistical Budgeting Requirements are needed?</p> <ul style="list-style-type: none"> ➤ It was determined that we would capture the same data as in 7.02. ie. Client count, vehicles and positions. <p>Use of Tolerance Percent in KK?</p> <ul style="list-style-type: none"> ➤ It was determined that we would not use Tolerance percent in KK. <p>Balance Budget Journals?</p> <ul style="list-style-type: none"> ➤ It was determined not to balance budget journals. <p>Budget Default Date?</p> <ul style="list-style-type: none"> ➤ It was determined to use Accounting Date Default <p>Child Budget Exceeds Option?</p> <ul style="list-style-type: none"> ➤ It was determined not to allow the use of this option. <p>Reversal Date Option?</p> <ul style="list-style-type: none"> ➤ It was determined Prior option would be used. <p>Variety of Control Options given to agencies?</p> <ul style="list-style-type: none"> ➤ Control at the program level will be mandatory across all agencies and additional control/track below program will be at the discretion of each agency (within reason, the number of different setups will have to be limited due to support considerations). <p>How will we Budget the Federal Ledger?</p> <ul style="list-style-type: none"> ➤ It was determined that budgets for the federal ledger would have to be manually entered <p>Will we have Project Budgets?</p> <ul style="list-style-type: none"> ➤ It was determined that we would build the functionality to allow project budgets within the Project Costing module.

Will we budget at Product or Chartfield 2?

09/26/05, 11:38 AM

- It was determined that this would be address after Go-Live date. Will need a good business need to add more ledgers to the system for a lower level of control.

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5	<p>Requirements captured so far</p> <p>Automatic Feed of multiple levels of Budgets</p> <ul style="list-style-type: none"> ➤ Rewrite BUDJRN LX process to accomplish automatic feed. <p>Identify Budget Amendments</p> <ul style="list-style-type: none"> ➤ Customized budget journal header page with field to capture amendment numbers. <p>True Control at Program Level</p> <ul style="list-style-type: none"> ➤ Program budget is first layer of Design (in 7.02 agencies use reporting to control program budgets to prevent overspending) <p>Control at Sub-Program Level</p> <ul style="list-style-type: none"> ➤ Sub-Program level to be created for those agencies that need to use it <p>Control at Departmental Level</p> <ul style="list-style-type: none"> ➤ Agencies may select to control or track here. <p>Funding Source budgeted within Expense Budgets</p> <ul style="list-style-type: none"> ➤ To be determined design will allow for Funding Source expense budgeting <p>Budget and Control or Track Federal Grants</p> <ul style="list-style-type: none"> ➤ Separate budget definition allowing control or track over grant life. <p>Replacement of Class budgeting with account rollups</p> <ul style="list-style-type: none"> ➤ Accounts trees will be designed to provide this functionality <p>MYOB (Multiple Year Overlapping Budget) and Cumulative Budgeting</p> <ul style="list-style-type: none"> ➤ System can accomplish this task. Exact values to be determined. <p>Statistical Budgeting</p> <ul style="list-style-type: none"> ➤ Allowed by system <p>Load Budgets</p> <ul style="list-style-type: none"> ➤ Specific budget upload process delivered

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5 (cont)	<p>Ability to Override</p> <ul style="list-style-type: none"> ➤ Delivered and specific Security available (superuser class) <p>Tree Maintenance and Security</p> <ul style="list-style-type: none"> ➤ Delivered in version 8.8 <p>Budget Security at various levels</p> <ul style="list-style-type: none"> ➤ Robust delivered security for commitment control (superuser class) <p>Review of Budget Exceptions</p> <ul style="list-style-type: none"> ➤ Drilldown to document available. History may be viewed as well as entire budget
6	<p>Current Structure</p> <ul style="list-style-type: none"> ➤ Two levels of Expense Budgeting (Control at Appropriations Level, Budget and Track at ORG/DEPT level, Detail level reporting in addition to the other levels) ➤ Revenue Budgets created to capture Funding Source data ➤ Automatic feed of appropriations budget and revenue budgets from values derived from ORG ➤ ORG structure and project reporting trees used to report Program information ➤ No real control at program level. Reports are used to tie expenses to revenue ➤ Budgets developed manually from appropriations bill (entered into PeopleSoft and Budget.net)

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7	<p>Proposed New Structure</p> <p>It was determined that all agencies would “Control” budget at the Program level and a decision was made to allow agencies to Control or Track at the ORG/DEPT level. They will Control at a higher level and track at the lower levels of ORG/DEPT identifier.</p> <p>A discussion was held regarding “object class”. It was determined that we would use account rollup to replace object class. The system would be designed to have object class but would not use it as a major identifier during budget setup.</p> <p>It was noted that the Department of Transportation did not want to budget in the Project Costing module.</p> <p>Two options of budget setup:</p> <p>Option 1</p> <p>Dept</p> <p><u>Revenue sources – state, federal, other (control here)</u></p> <p>Expense – state, federal, other (track here)</p> <p>Option 2</p> <p>Revenue = funding sources</p> <p>Expense = Total budgeting amount</p>
8	<p>Next Steps</p> <p>SAO will meet with Governor’s Office personnel to discuss the new outlined budget structure.</p>
9	<p>Questions & Answers</p> <p>Questions were answered as they arose during the session.</p>

Action Item Review

Action Item (AI) No.	Date Open	Description	Action/Response
AI1.		There were no actions captured for this meeting	

Parking Lot items

Parking Lot Item No.	Parking Lot Items
PL1	There were no parking lot items for this meeting