MARS Council Meeting

General Information	
Date/Time:	Thursday, August 27th, 2009, 2:00 pm – 4:00 pm
Location:	SSMC-2, Room 17250
	Call In #: 866-801-2175 **Passcode:** 4113559

ATTENDEES

1	Tarandeep Bawa (NWS)	2	Sylvia Scott (OAR)
3	Maureen Pulver (NMFS)	4	Penny Schmiedeberg (NWS)
5	Tonya Coleman (NMFS)	6	Dinara Holmes (OAR
7	Mary Rieck (NWS)	8	Keith Markva (CIO)
9	Marina Rubina (NMFS)		

Items for Discussion

1 Leave and Benefit Surcharge Changes
- A summary document of how all line offices are going to be handling the Leave and Benefit Surcharge changes was provided. For those LO Admins who asked for changes to be made within MARS, a CCR will need to be submitted. There is now a requirement for recording comp and credit earned starting in pay period 19 and it will be stored separately; a CCR will need to be submitted for this as well.
- There will be a data call to all line office to determine how their OPT will be impacted.

2 Prompting to Exclude Allotments
- The ability to freeze allotments at any given point is available. This is similar to what already exists for BOPs.

3 CCR Review 1294, 1296 & 1297
- 1294 – Voted on by the two line offices present (OAR & NMFS). The CCR was approved.
- 1296/1297 (duplicate CCRs) - Voted on by the two office present (OAR & NMFS). The CCR was approved.

4 New Report Category – Variance Reporting
- An FYI for the Council - Flux Reporting has been moved to a higher level within the higher level review category and NOAA Variance Reporting is its own category. This was discussed and agreed to at the MARS Council meeting a few months ago.

5 Updated User Access Form – FOTOS
- For those who use the Foreign Travel Numbering System, it has now been incorporated into the DE module of MARS. The New user form has been updated accordingly. A demo on the FOTOS system will be done at the next MARS Council meeting.

6	Help Desk Form – Follow Up
	• It was suggested at the last MARS Council that since some users were emailing the Help Desk and not providing enough information, that the email link on the MARS web page(**MARS.Support@noaa.gov**) auto-populate the email client with a form that users fill out so MARS support have the information required to begin troubleshooting. Since there are too many email clients that are used, this is not a viable option. The solution the team came up with will be an online form on the MARS web page that users fill out; this will essentially serve the same function and will email the information to the MARS Help Desk to initiate a ticket. Development of this form should be completed by the end of Sept 09.
7	CBuy/CRequest Status
	• The MARS development team is continuing to work on CBuy/CRequest reporting and have obtained a copy of test data. The development team will take into consideration all Council requests received. Development of this should be complete by the end of this calendar year.
8	Next MARS Council Meeting
	• There will not be a MARS Council meeting in September due to fiscal year-end activities. The next Council meeting is scheduled for October 15, 2009.

Closed CCR's (Promoted to Production)

CCR# 824 – (**RQ**) On the retirement eligibility report, give the user the ability to sort by years of service and age.

CCR# 989 – (**RQ**) – IT Cost Reporting (crosswalk table)

CCR# 1104 – (**RQ**) Addition to the IT Cost CCR # 989 & 987 (table to accommodate OAR's requirements).

CCR# 1292 – (**RQ**) Certification of Obligations Report.

CCR# 481 – (**RQ**) Create a prompt for the NOAA 118 report for project code and add a report tab that has monthly expenditures going across year-to-date to show the monthly actuals.

CCR# 1295 – (**DE**) Modify the Funds Control procedures to retrieve and populate project code for any allotment transactions resulting from a transfer BOP.

Status (07/08/09)	Count
Closed	109
Open	10
Hold	6
Work In Progress/Testing	7
Proposed	3
Total	135

CCR's Pending Review

CCR# 1294 – (**Both**) - Changes in the leave/benefits for FY 2010 (Sylvia Scott).

CCR# 1296-7 – (**DE**) - Sync up doe dates or create a new field so data entry modules dates match the "data as of" date in the reporting and querying module (Sylvia Scott).

Work In Progress

Mod.	Pri.	CCR	Short Description	Type CCR	Comments/Status	Due Date
RQ	2	60	Leave & Benefit Statement / OC 77 Modifications	Business	Approved by NWS (Mary Rieck) 3/4/08	
RQ	3	61	GSA Vehicle Data Import	Business	Approved by NWS (Mary Rieck) 1/10/07	
Both	1	69	C.Req/C.Buy Data Extract and Commitments	Business	Approved in the MARS Implementation Plan 11/30/06 v2 Working on data analysis for MARS Commitments generation.	
RQ	1	72	BO Reporting Performance	Infra-structure	Approved by NWS (Mary Rieck) Open doc reports need to be re-architected.	

			Improvements		PCS and Certification of Obs are most critical	
Both		561	Outstanding part: Build universes, create reports for GOL Data.	Business		
DE	2	664	NDW/MARS Extract Improvements	Infra-structure	Approved by the O&M Group 7/15/08 Status on 08/27/09: Finished development and deployed in pre-prod. Combined with NWS flow. Testing daily in pre-prod.	
DE	1	1289	Foreign Travel Module for NWS (with approval functionality and Blanket Orders).	Business	Numbering System/Approval Module deployed on 08/20/09. Need to create Foreign travel Report (un-restricted) and add NWS to the restricted FT reports. Security Form needs to have a new FMC User Role.	

Best Practices

None at this time.

CCR Queue (Open)

Open CCR's should be reviewed when evaluating and prioritizing new CCR requests.

Mod.	Pri.	CCR	Short Description	Type CCR	Comments	Due
Both	3	984	Reference Guide for Reports	Infra-structure	Approved by the MARS Council 11/13/08	
DE	3	904	New Match Parameter Rpt - Auto Ob Settings	Business	Approved by the MARS Council 11/13/08	
RQ	2	441	Comp Time Rpt	Business	Need to find new data source other than Labor Detail since comp & credit earned may not be included after the re-engineering of over-under.	
RQ	3	1225	Labor Projection Universe	Infra-structure	Approved by NWS (Mary Rieck)	
RQ	3	63	DE to RQ Report Conversion	Infra-structure	Approved by in the MARS Implementation Plan 11/30/06 v2	
RQ	3	64	User interface for R&Q maintenance tables	Infra-structure		
RQ	3	65	User interface for Appropriation Data	Business		
RQ	3	67	Sunflower Data	Infra-structure	Approved by in the MARS Implementation Plan 11/30/06 v2	
RQ	3	141	BOBJ Upgrade to R3	Infra-structure	Approved by NWS (Mary Rieck)	
RQ	3	684	Quarterly Fin Rev. - Graph & Comments	Business		