

## MARS Council Meeting Summary

<b>General Information</b>	
<b>Date/Time:</b>	Thursday, January 8, 2009, 2:00 pm – 4:30 pm
<b>Location:</b>	SSMC-3, Room 13836

### Attendees:

Maureen Pulver - NMFS  
 Tonya Coleman - NMFS  
 Mark Blades – NMFS  
 Shelia Foster - NWS  
 Mary Rieck – NWS  
 Peter Boyle – Program Support  
 Diana Smith – NOAA/OCIO  
 Lisa Berry – NWS  
 Jim Lewis - NESDIS

Marina Rubina – NMFS/OCIO  
 Sonny Tallapragada – NMFS/OCIO  
 Renee Galloway – NOS  
 Sylvia Scott – OAR  
 Dinara Holmes - OAR  
 Eugene Burger – OAR  
 Gerald Thomas – NMAO  
 Jim LeDuc - CFO

### Closed CCR's (Promoted to Production)

Status (12/9/08)	Count
Closed	70
Open	19
Hold	6
Work In Progress	18
New	2
<b>Total</b>	<b>115</b>

- **CCR62 (RQ) – New Stored Accounting Reports**
  - Reports have been created similar to reports within Discoverer. See attached Demo.
  - **Action – A request was made by Mark Blades to change the name to the MARS CBS Stored Accounting reports instead of just MARS. This should help eliminate any confusion as to the source of the data.**
- **CCR1064 (DE) – FTE Reports “NMFS Only”**
  - The NOAA SF-113G & A report page has been repaired. All broken links have been fixed and the page now up to date with a list of current reports up through FY08.
  - **Action – At the meeting a suggestion was made to explore the possibility of posting these reports for all LO. The development team will investigate this request.**
- **CCR804 (DE) – NOS Reorganization**
  - All 10-04-0006 employee profiles for FY 2009 are now deleted and moved to 10-14. The migration of employee profiles from 10-04-0006 to 10-14 has been completed and the CCR will be closed out. This is the final step necessary to complete the NOS re-org.
  - **Action – The Technical team will follow-up to make sure users have been assigned the appropriate org rights within R&Q as they were done in DE.**

### Work In Progress

\* Items in Bold are Key discussion items

Mod.	Pri.	CCR	Short Description	Type CCR	Comments	Due
Both	1	69	C.Req/C.Buy Data Extract and Commitments	Business	Approved by in the MARS Implementation Plan 11/30/06 v2	
<b>Both</b>	<b>1</b>	<b>561</b>	<b>Grants Data Extract &amp; Commitments</b>	<b>Business</b>	<b>Approved by in the MARS Implementation Plan 11/30/06 v2.</b> <b>Working on additional reports and possibly adding an expected obligation date.</b> <b>Reminder – the Grants Commitment creation process is in production. Users need to be cognizant of the fact that they Commitments could be duplicated if they manually enter</b>	

					<b>commitments for Grants.</b>  <b>Report 51, within the Data Entry Module, has been created that will allow users to reconcile Grants commitments. Any record listed on the “Grants Processing Report” will need to have a valid OPT entered into MARS before a commitment can be created.</b>	
Both	1	864	C&A Documentation	Infrastructure	Approved by the O&M Group on 9/16/08	
Both	3	1024	System Documentation Webpage	Infrastructure	Approved by the O&M group 12-2-08	
DE	1	949	Budget Module – No Locking of surcharge lines	Business	Approved by Council 11/19/08	
DE	2	664	NDW/MARS Extract Improvements	Infrastructure	Approved by the O&M Group 7/15/08	
DE	2	884	Dom/Foreign Travel - open for NMAO and OAR	Business	Approved Per Gerald Thomas and Dinara Holmes request. When we close, we will combine report changes in new CCR 1044	
DE	2	948	Budget/Funds Control (suspend when decreasing budget total)	Business	Approved by Council 10/19/08	
DE	2	1044	Travel Report Changes	Business	Reporting requirements pulled from CCR’s 563, 624 & 884 and combined into this CCR. Approvals associated to originating CCR. Most reports are complete with the exception of foreign travel.	
RQ	1	72	BO Reporting Performance Improvements	Infrastructure	Approved by NWS (Mary Rieck)	
RQ	1	361	Financial Statement Graph Modifications	Infrastructure	Approved by NWS (Mary Rieck)	12/08
RQ	2	481	MARS NOAA 118 Rpt Modifications	Business	Approved by Council 6/12/08	12/08
<b>RQ</b>	<b>2</b>	<b>704</b>	<b>Flux Reporting</b>	<b>Business</b>	<b>Completed the flux reports except for CWIP. They have not been associated to a report category, so continue to use the Search for the word 'Flux'. There are two reports:</b> <b>1. MARS GL Flux Analysis - P1 Summary</b> <b>2. MARS Flux Analysis – Detail</b> <b>Waiting on feedback from OMAO and the rest of the team.</b> <b>Action – Mark Blades is looking at the CWIP report. However we are asking all LO representatives to take some time to test the reports.</b>	<b>12/08</b>
RQ	3	70	WFM Report – Initial Request to convert HRDS reports	Infrastructure	Approved by NWS (Mary Rieck) Waiting on WFM to provide data.	
RQ	3	924	Create Budget Universe for Adhoc Queries	Infrastructure	Approved by NWS (Mary Rieck)	12/08
RQ	3	925	Create New BOBJ Universe for PCARD (CPCS) information	Business	Approved by Council 11/13/08	
RQ	3	1004	Sync MARS DW columns with NOAA DW	Infrastructure	Approved by NWS (Mary Rieck) New C.Buy/C.Stars fields in NDW_APTRANS	

## Decision/Discussion Item

### **CCR1087 (RQ) Peter Boyle – User Priority 2 – Create IT Costing Report**

Proposed Budget Report for MARS Reporting and Querying Business Objects for IT Cost Reporting: Jim Leduc will discuss and seek feedback at next MARS LO Meeting. NOAA requires a new Budget Detail Report for tracking Information Technology Costs using the 1st digit of the task code, for all Line Offices. The Report must be able to track obligations by the 1st digit of the task code, and also by program/project/full task code/org codes. There should also be a Summary Budget Report that can summarize data at any level desired (eg: all NOAA total for one or all task codes, or total for one program across NOAA Line Offices).

### **CCR989 & 987 (RQ) Dinara Holmes – User Priority 2 – Create IT Costing Crosswalk**

In conjunction with the NOAA new requirement of capturing IT Cost in FY09 OAR would like to request to establish crosswalk table identifying 9-IT Cost categories. I am attaching defined 9-IT Categories document and sample format of the project code level table. This Crosswalk table is "work in progress" and presently I need to identify if this layout/format is suitable for MARS team.

***Action – CCR's 1087, 989, 987 and the NWS CCR for IT Cost accounting have all been approved. Action will be taken to work with the principles to develop detailed requirements for the request. The IT Cost accounting will need to be up and running October 1<sup>st</sup> for FY 2010. Jim LeDuc covered the overall requirements in detail. Dinara, Shelia and Lisa discussed the NWS and OAR requirements that will need to be weaved into the overall process.***

## Outstanding Issue

- Update on the Recertification Process
  - A reminder notice was sent to all LO and FMC administrators along with an updated spreadsheet containing a list of users who have not been accounted for.
- As discussed at the last CBS Software Council Meeting, Travel data will begin being loaded into the NDW\_RESERV\_TRANS table on the 24<sup>th</sup> of January. Subsequently we will use this data to update Travel obligations.
- Closing FY 2008 for Data Entry changes - following the business rule defined last year, access to change FY 2008 data has been shut off.
- In the next couple of months, CBS is planning on a major upgrade to their software and will be down up to a week. When this occurs, the MARS application will be available. However, no downloads will occur during this period. The MARS Technical team will keep the team up to date on this issue.

## Best Practices

- Open forum - None discussed.

## 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
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Both	3	984	Reference Guide for Reports	Infrastructure	Approved by Council 11/13/08	
DE	2	604	Load CBS Adjustment BOPS	Infrastructure	Discussed at the 7/10 council meeting and MARS O&M. CCR not approved yet, still under evaluation. Working with Tonya to explore idea.	
DE	2	950	Budget Detail Report for tracking monthly plans and adjustments.	Business	Approved by Council 12/11/08	
DE	3	461	CCR System Enhancements	Infrastructure	Changes pending approved CM Procedures	
DE	3	904	New Match Parameter Rpt - Auto Ob Settings	Business	Approved by Council 11/13/08	
RQ	2	59	Labor Projection Mod - Project Overhead Costs	Business	Approved by NWS (Mary Rieck) 5/14/09	
RQ	2	60	Leave & Benefit Statement / OC 77 Modifications	Business	Approved by NWS (Mary Rieck) 3/4/08	
RQ	2	421	WFM Mate Study for NOS	Business		
RQ	2	441	Comp Time Rpt	Business		
RQ	2	724	WFM Report – Duplicate PER300	Business		
RQ	2	987, 989	IT Cost Accounting for NOS	Business	CCR mandated by the CFO Council.	
RQ	3	61	GSA Data Import	Business	Approved 1/10/07	
RQ	3	63	DE to RQ Report Conversion	Infrastructure	Approved by in the MARS Implementation Plan 11/30/06 v2	
RQ	3	64	User interface for R&Q maintenance tables	Infrastructure		
RQ	3	65	User interface for Appropriation Data	Business		
RQ	3	67	Sunflower Data	Infrastructure	Approved by in the MARS Implementation Plan 11/30/06 v2	
RQ	3	141	BOBJ Upgrade to R3	Infrastructure	Approved by NWS (Mary Rieck)	
RQ	3	684	Quarterly Fin Rev. - Graph & Comments	Business		

Please join my meeting, Thursday, January 8 at 1:45 PM Eastern Standard Time at  
<https://www1.gotomeeting.com/join/928578276>  
 Conference Call: (712) 338-7001, access code 928-578-276  
 Meeting ID: 928-578-276

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