MARS Council Meeting Agenda

General Information	
Date/Time:	Thursday, August 7, 2008, 2:00 pm – 4:30 pm
Location:	SSMC-3, Room 13836

Attendees:

Tonya Coleman – NMFS
Mary Rieck – NWS
Maureen Pulver – NMFS
James Lewis – NESDIS
Dinara Holmes – OAR
Penny Schmiedeberg – NMFS
Peter Boyle – Program Support

Marina Rubina – NMFS/OCIO
Rahul Dayal – NMFS/OCIO
Renee Galloway – NOS
Eugene Berger – OAR
Sylvia Scott - OAR
Gerald Thomas – NMAO
Shelia Foster – NWS
Sonny Tallaprgada – NMFS/OCIO

CCR Summary as of 8/6/08

Status	Count
Closed	48
Open	25
Hold	6
Testing	1
Work In Progress	13
Total	93

CCR or Issue	Topic	Discussion	Comment/Action
Promoted to Production			
Data Entry			
82	Cross LO reporting, by LO programs (Report 27, added Commitment data and ability to run report based on the Monthly Snapshots)		
665	Terminating Table Locks (implemented time-out functionality on multiple MARS forms)		
764	Changing FTE calculations (excluding SLT hours where unit_code is not 'HOURS').		

CCR or Issue	Topic	Discussion	Comment/Action
Work In progress			
Data Entry			
501	New terminology for Division/Branch grouping (need to coordinate release time) Related to CCR 341 for Reporting and Querying.		Due October 1st
784	Modify Data Entry Report 31M to include program totals and FTEs. It should have the same criteria as the associated detail related report (31D).		Estimated implementation August 15th
563	Change travel processing for FY 2009 to accommodate CBS Travel Changes (obligation of travel orders).	Need additional info about CBS changes	Implementation due 1st Qtr FY 09.
644	In reviewing Data Entry Report #8 Budget Summary, which is supposed to show each MARS BOP transaction, it appears that some BOPs are being combined into one line/total because other fields are similar. Please add a field "MARS BOP Record #, which will distinguish each		Estimated implementation August 15th

	MARS BOP and enable the report to show one line for each MARS BOP entered. For similar consistency, in Report #7, please also add the MARS BOP Record # so that it is clearer/easier for FMCs to associate that.		
604	Revisit and discuss creating method to download BOPs (other than BOPS designated as Target) into Budget Module to reduce double entry into both CBS and MARS. Actual methodology would need to be fleshed out. Some suggestions are that method would need to be optional, perhaps selecting BOP data from a list. User would need ability to potentially break BOP plan into multiple tasks, either by percentage or dollars.	Option to create MARS Budget Plans from CBS Transfer BOPS. Working on determining whether it would save data entry time.	
Reporting & Querying			
66 & 141 Dups	Reporting and Querying / Business Objects SP4 Upgrade (Java 6 upgrade). This service pack, among other things, includes the change to the software to support Java 6.	The 1st phase of the Upgrade has been completed. Phase 2 will be completed the week of the 11th.	
341	Would it be possible to add the "Division Filter" to the User Prompt Inputs for the following report in the MARS Reporting & Query module under "Transactions Reports": MARS Four Digit Object Code (FMC-Org)		Implementation October 1st.
Both			
Acct Mgt	Begin dropping inactive accounts. Notification has been send to all users, FMC admins and LO admins to activate their accounts if they wish to retain them.		Approval to begin dropping inactive accounts was granted by the council. November 30th was also identified as the account recertification date. Detailed procedures are currently being developed.
68	Load data from a direct source, build universes and reports, and pass the data to the Data Entry Module from Grants On Line. This will provide more insight into the grants data and also provide commitment data. **Status:** Received access to Grants On-Line within the development environment. Begun reviewing the Memo of Understanding (MOU)	If possible, try for an implementation date of 1st qtr of FY 09.	
69	Load data from a direct data source, build universes and create reports from c.request/c.buy. This data will enable multiple analyses and will be able to be passed to the Data Entry Module for commitments.	Working with NWS, OCS and the NOC to setup network connection to C.Req/C.Buy. Met with Wendy Couch to discuss the initial requirements for reporting. Created MOU and ISA (Interagency Security Agreement).	

New/Future work	
Data Entry	

744	Please modify the MARS BOP upload feature to add fund and program code to its selection criteria. The Budget module should also be modified to include a radio button titled "Include in Upload" to mark selected records. Currently, the system is programmed to use the "Initial BOP" radio button. The ratio button should be used to indicate the 1st BOP of the year for a particular fund and program code. It is not always included in the upload process. This will give to FMCs/LOs more flexibility to upload partial/smaller files at one time.		Required by FY 09.
804	Per Carmen Solis, By October 1st (effective FY 2009): Populate all supporting data and update download procedures to accommodate NOS re-org: New FMC 10-14 N/NMS created for Sanctuaries (formerly 10-04-0006).		Required by FY 09.
321	Out-Year Planning – Clean and update MARS out-year data after 2009 opens. Add Reports to identify invalid records (Budget, projections)		Required by FY 09.

Open Issue

FTE reporting

- Tonya reported that the NOAA Budget office will have budget codes available in August. These codes will be in MARS as soon as they are available in CBS.
- Follow-up from Penny's analysis of the FTE Reporting.

Penny completed her analysis of the hours/FTE over-under spread and has determined that there were two problems with the process:

1. Object Code 11-18 (Lump Sum Leave) was included in the Over-Under and should not have FTE calculated against it.
2. Object Code 11-60 (Leave Surcharge) was excluded in the Over-Under and therefore the FTE on Leave Surcharge in programs 09-01-xx-xxx is not being distributed to OCs 77.

Mike Boller was able to make the template correction for OC 11-18 before the end of July. Penny verified that this correction did fix problem #1. Mike was not able to make the Object Code 11-60 template correction before the end of July and has been advised to hold off on any more template changes for the rest of the fiscal year. Therefore, problem #2 will not be corrected in 2008. The correction will be made to the template for FY 2009.

Because of problem #2, the FTE reports using Approach 1, which includes OC 77, will not be correct. Approach 3 reports will be correct. Maureen asked Jim LeDuc to put this topic on the agenda for the August 12th Business Rules Committee meeting. The MARS Council believes the template should be changed so that FTEs are reported correctly in FY 2008 using either approach.

Data Entry Reports

When running reports, be sure to limit your criteria when possible to reduce the size of the report returned.

Business Rules Update

The Council voted to lock down changes in the Data Entry module for a FY following the 1st qtr of the subsequent FY. The MARS Data Entry Business Rules documentation will be updated.