

Integration Management Council Meeting (IMC) –
12/15/05



Tom Gallagher
Chief Financial Officer



Meeting Name:	Integration Management Council
Date:	Thursday, December 15, 2005
Time:	10:00 am – 11:15 am
Location:	Department of Elder Affairs, Room 301, 4040 Esplanade Way, Tallahassee, Florida
Requestor:	Scott Ward

Attendees

Name	Company/Agency
Herb Fillyaw	Aspire/State Project Director
Scott Ward	Department of Financial Services
Felix Adams	Department of Community Affairs
Ethel Ball	Department of Agriculture and Consumer Services
Angela Boyer	Agency for Workforce Innovation
Charles Byrne	Department of Financial Services
Jamie Carraway	Department of Management Services
Zhirong Du	Department of Elder Affairs
Elisa Durfee	Aspire/Organizational Change Management Group/Communications
Audrey Fleck	Department of Health

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Name	Company/Agency
Denise Friedman	Aspire/Organizational Change Management Group/Communications
Christine Logan	Department of Management Services
Charles Ghini	Aspire/Technical Group
Alexandra Weimorts	Department of Education/Agency Advocate
Jeff Haisley	Aspire/Solutions Architecture Group
Gary Hill	Department of Community Affairs
Erin Higgins	Aspire/Organizational Change Management Group/Communications
Laurie Keen	Aspire/Organizational Change Management Group/Communications
Chris Noel	Department of Financial Services
Patricia Norris	Agency for Persons with Disabilities
Kathleen McAvoy	Department of Children and Families
Dave Mick	Department of Financial Services
Don Northam	Aspire/Agency Integration
Patricia Norris	Agency for Persons with Disabilities
Angelica Otero	Department of Transportation
Mike Phinazee	Department of Management Services

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Name	Company/Agency
Jennifer Rocks	Aspire/Organizational Change Management Group
Roosevelt Sawyer	Aspire/Technical Group
Rebecca Smid	Department of Elder Affairs
Mary Ann Thorner	Department of Highway Safety and Motor Vehicles
Sharlene Turner	Department of Community Affairs
Robert Altavilla	Aspire/Technical Group
Rhonda Vause	Department of Corrections
Elwood McElhaney	Aspire/Department of Children and Families
Debra Weeks	Agency for Health Care Administration
Jon Winter	Department of Education
Bill Wyman	Department of Health
Rich Wilson	DMA, FSDB
Mike Wolfe	Department of Children and Families
Demarco Speight	Aspire/Project Management Office



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Work Products Reviewed:

- IMC Final Presentation combined v1. (Agency Interface Validation Plan Overview and Chart of Accounts Proto-type) December 15, 2005



P:\Organizational
Change Management

Agenda:

- Opening Remarks – *Scott Ward*
- Update on Agency Systems Remediation – *Don Northam*
- Update on IMC Dashboard – *Scott Ward*
- Agency Interface Validation Plan (Aspire Deliverable T013) – *Charles Ghini*
- Chart of Accounts (COA) Proto-type – *Herb Fillyaw & Jeff Haisley*

DECISIONS:

- **Decisions Made:** N/A
- **Decisions Pending:** N/A

DISCUSSION

- Scott Ward began the meeting by going over the agenda for the meeting.
- Don Northam presented the IMC with an update on agency systems remediation. He explained that every agency with the exception of one was recommended for approval of funds by the CIO council; he also stated that there was in excess \$2 million dollars of funds that has not been requested.
- Scott Ward presented and update on the IMC dashboard. There was not one available at this meeting but one will be provided via email.

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- Charles Ghini presented *Agency Interface Validation Plan (Aspire Deliverable T013)* and answered questions afterwards. He stated that a DRAFT version of T013 would be available for agency advocates to review on Friday December 16, 2005.
- Alexandra Weimorts, Department of Education Advocate, asked how comments and feedback on T013 should be delivered back to the Aspire Technical Team. Charles replied that all comments/feedback should be channeled through the Aspire Organizational Change Management Team, the specifics of this is set to be discussed at the Monday, December 19, 2005 agency advocate meeting.
- Herb Fillyaw asked if agencies were getting what they needed to make their interfaces work and to finalize their remediation efforts, and he told them to let the Project know if any information was missing, unclear, or if they needed anything to further assist them.
- Herb then gave a brief introduction of Jeff Haisley stating that he has excellent knowledge and expertise in PeopleSoft products.
- Jeff Haisley gave a presentation on the Chart of Accounts (COA) redesign and entertained question afterwards. After performing the prototyping exercise it was discovered that there needs to be some additional clean up of data that comes out of FLAIR.
- Page 25 of the COA Redesign presentation represented Fund to Budget Entity Tree examples. Members of the IMC were quizzed by Jeff Haisley on what types of PeopleSoft “trees” were being presented. Jeff presented a node oriented tree, which is classified as a “winter tree.”
- Mike Wolfe, Department of Children and Families, asked when combination (combo) edits were performed. Jeff explained that there were three ways combo edits could be performed:
 - Online while information is being inputted,
 - On save; the system will display an error message immediately after data has been saved that can be edited thereafter, or
 - Through batch processing
- Scott Ward adjourned the meeting and stated that there would be no meeting scheduled for January 2006 due to the design freeze and project plan update which are scheduled to be completed by the end of January 2006.

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ACTION ITEMS: N/A

Action	Responsible	Priority	Due Date

Document Version Control

Version Number	Release Date	Version Number Description	Description of Changes
1	12-19-05	DRAFT	Demarco J. Speight
2	01/09/05	FINAL	Edited by Donna Vollertsen and Scott Ward