



Inter-Agency Workgroup Meeting (IWG)

March 28, 2006



System Remediation Tracking Tool (SRTT)



Agenda

- Purpose and Origin of the System Remediation Tracking Tool (SRTT)
- Early Analysis
 - More Content
 - Number of Agency Business Systems
 - Intended End State
 - Interfaces
 - Data Conversion
 - Data Cleansing
 - Assistance Needed
- Issues
- Next Steps
- Q&A



Objectives

- Provide useful information
- Deliver a call to action
- Make a good start on identifying the actions to take
- Go into the fire



- Created to assemble some FACTS about Agency business systems
- Online survey – Agency Advocates responded during February 2006
- Initial harvest nearly complete



Agency Business System Defined

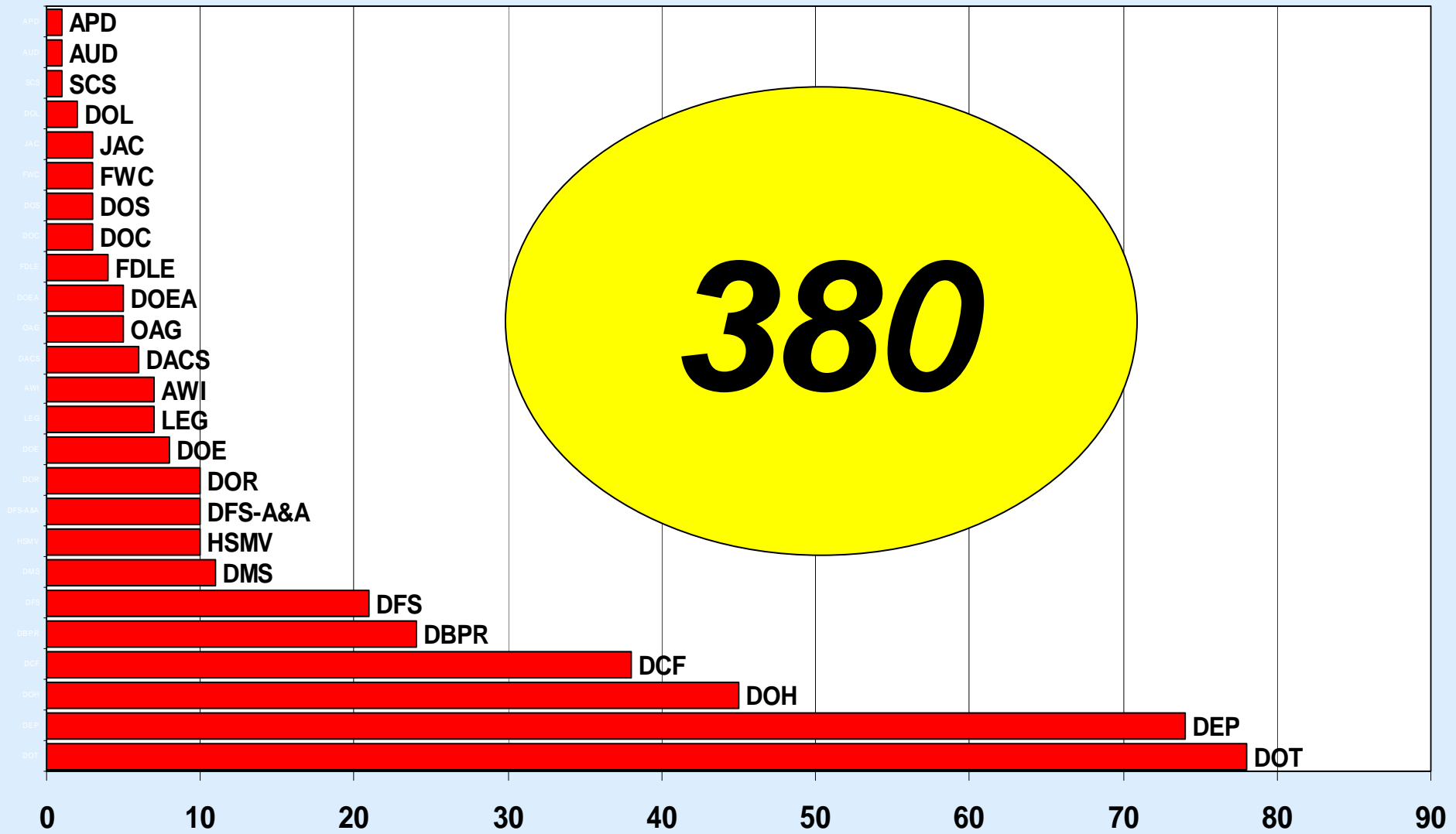
- An information system
- Supporting a critical Agency business function
- “Affected” by the Aspire system’s replacement of FLAIR, including
 - New business logic
 - New interface
 - New procedures
 - Retirement
- New solution *in place* before go-live



Initial Analysis Results

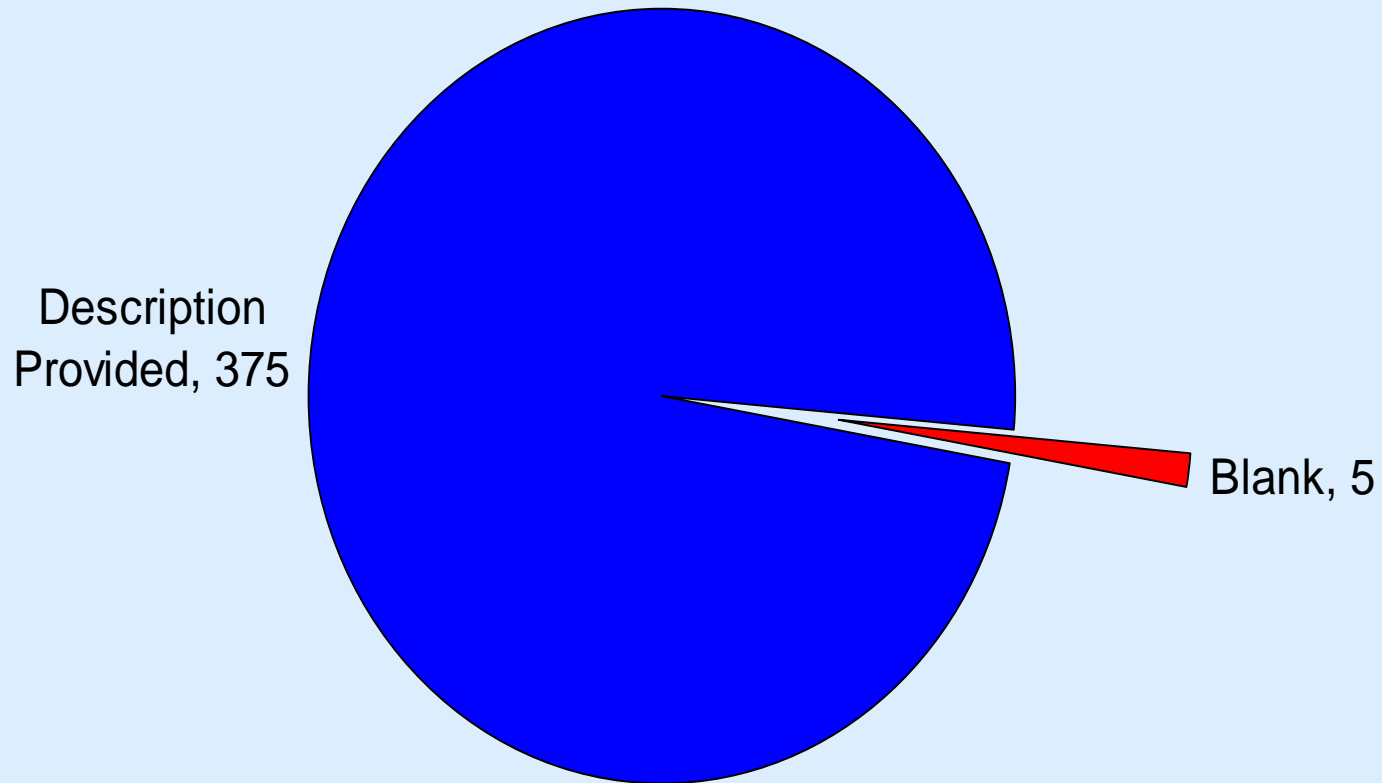


How Many Systems?



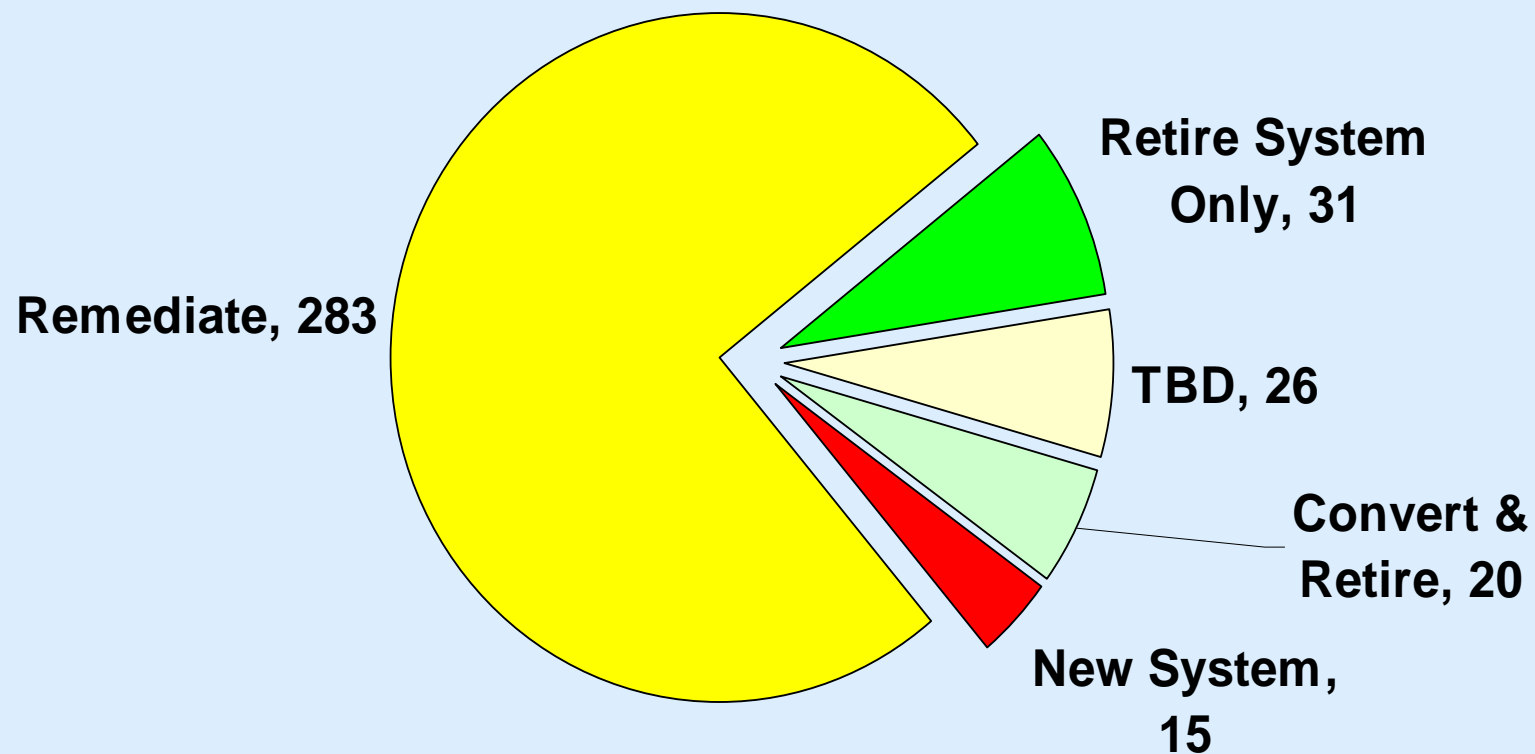


Information Provided



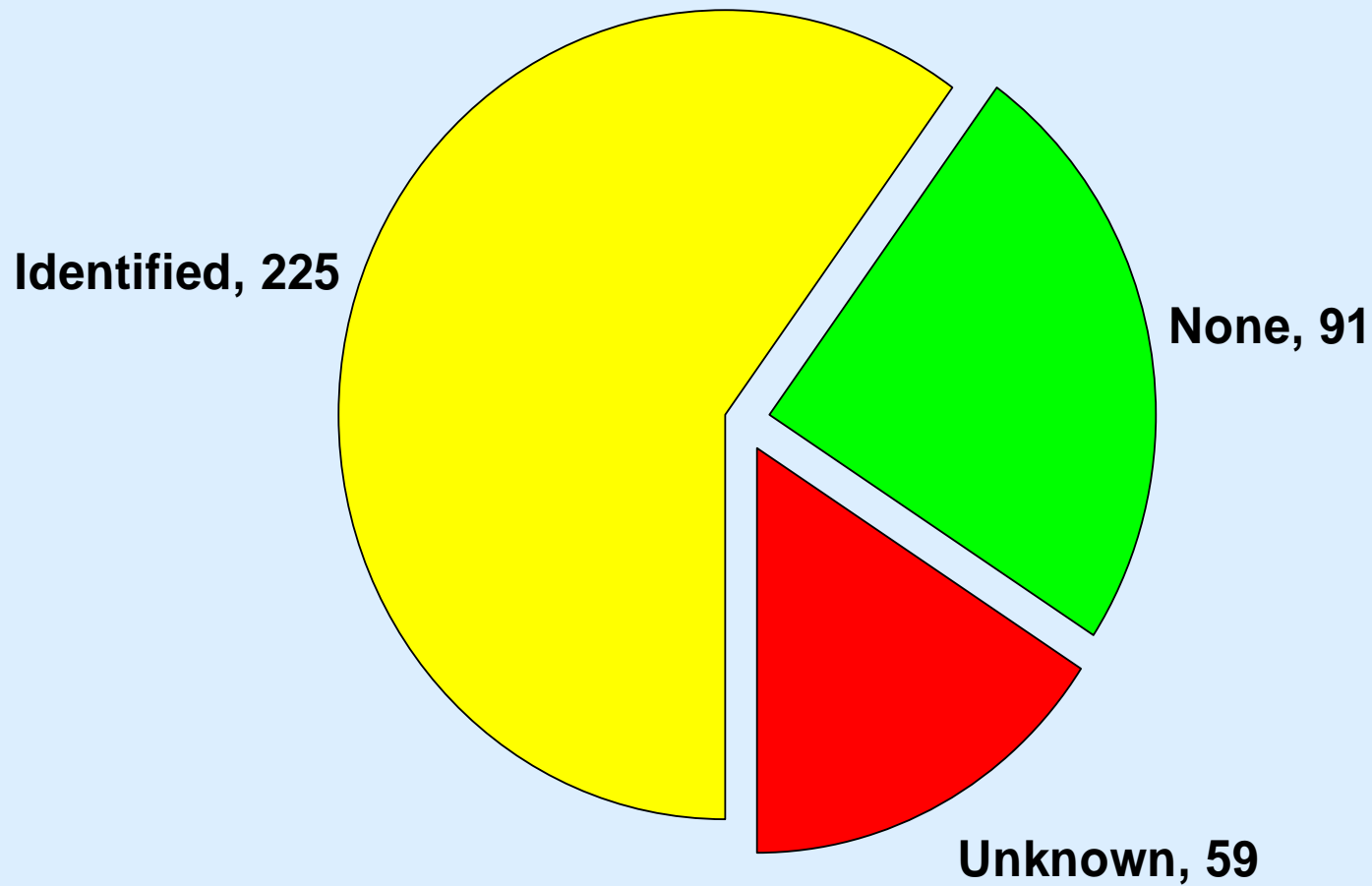


Planned System End State





Interfaces to Aspire





Do You Need Special Assistance?



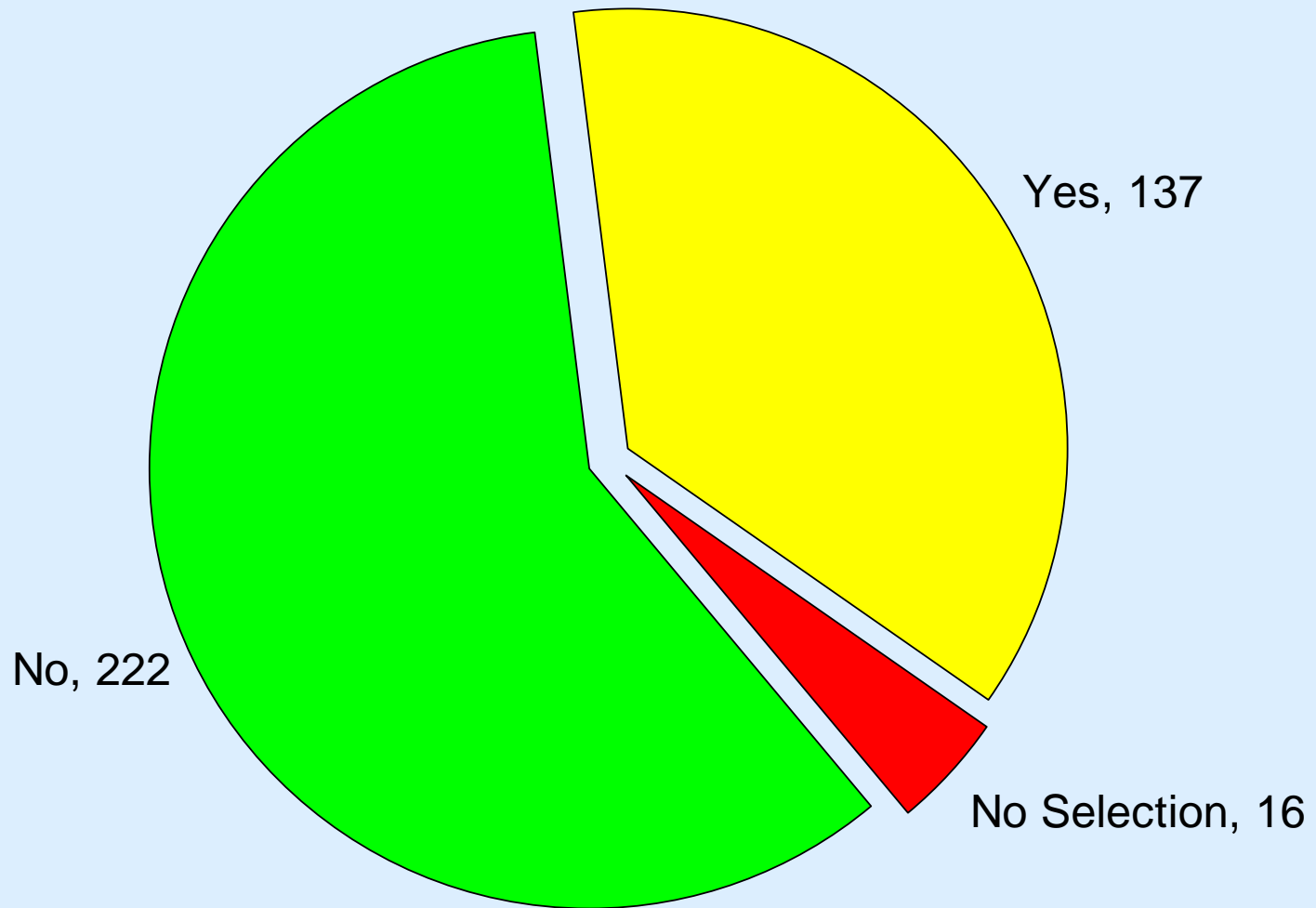


Data Conversion Required



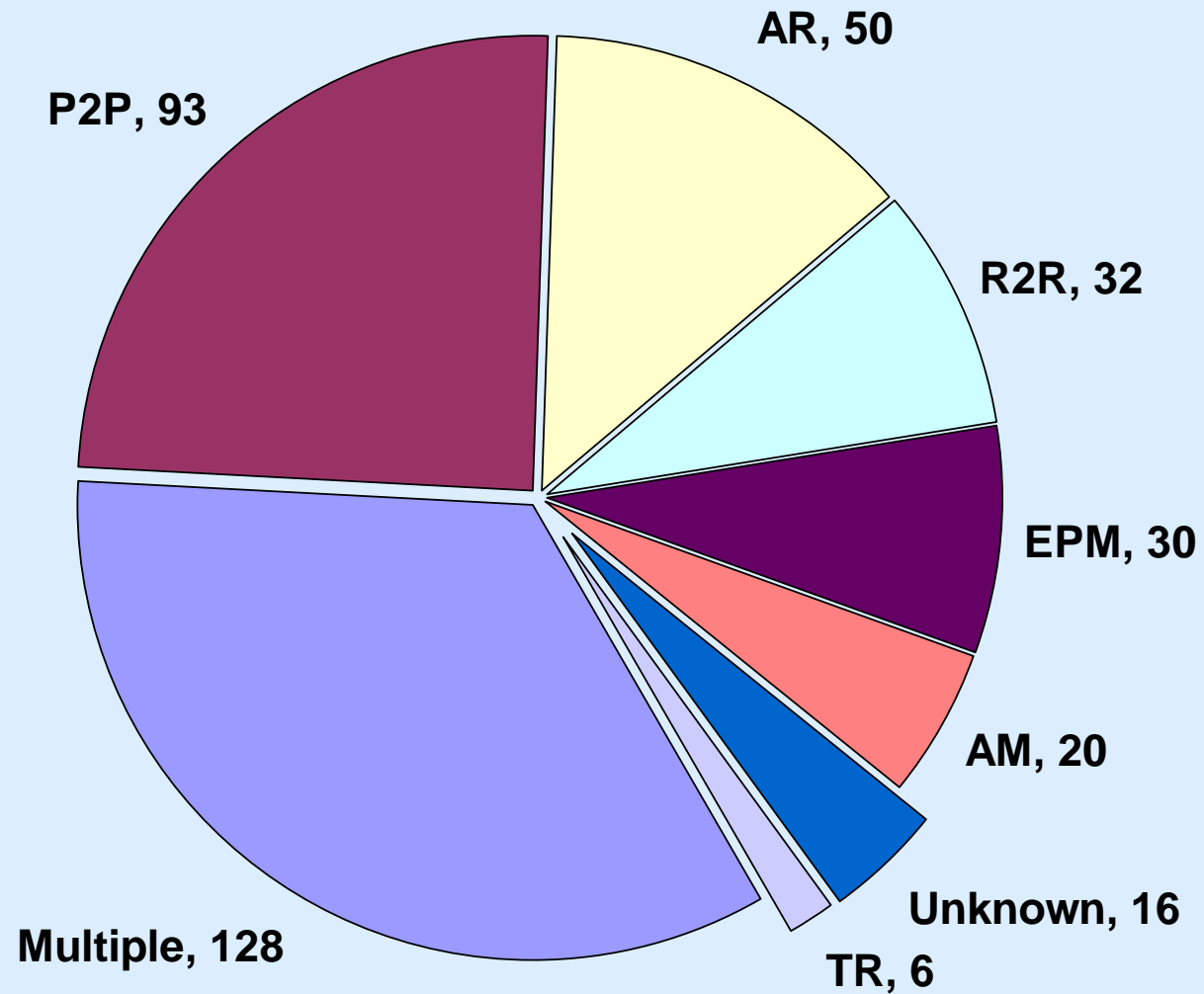


Data Cleansing Required



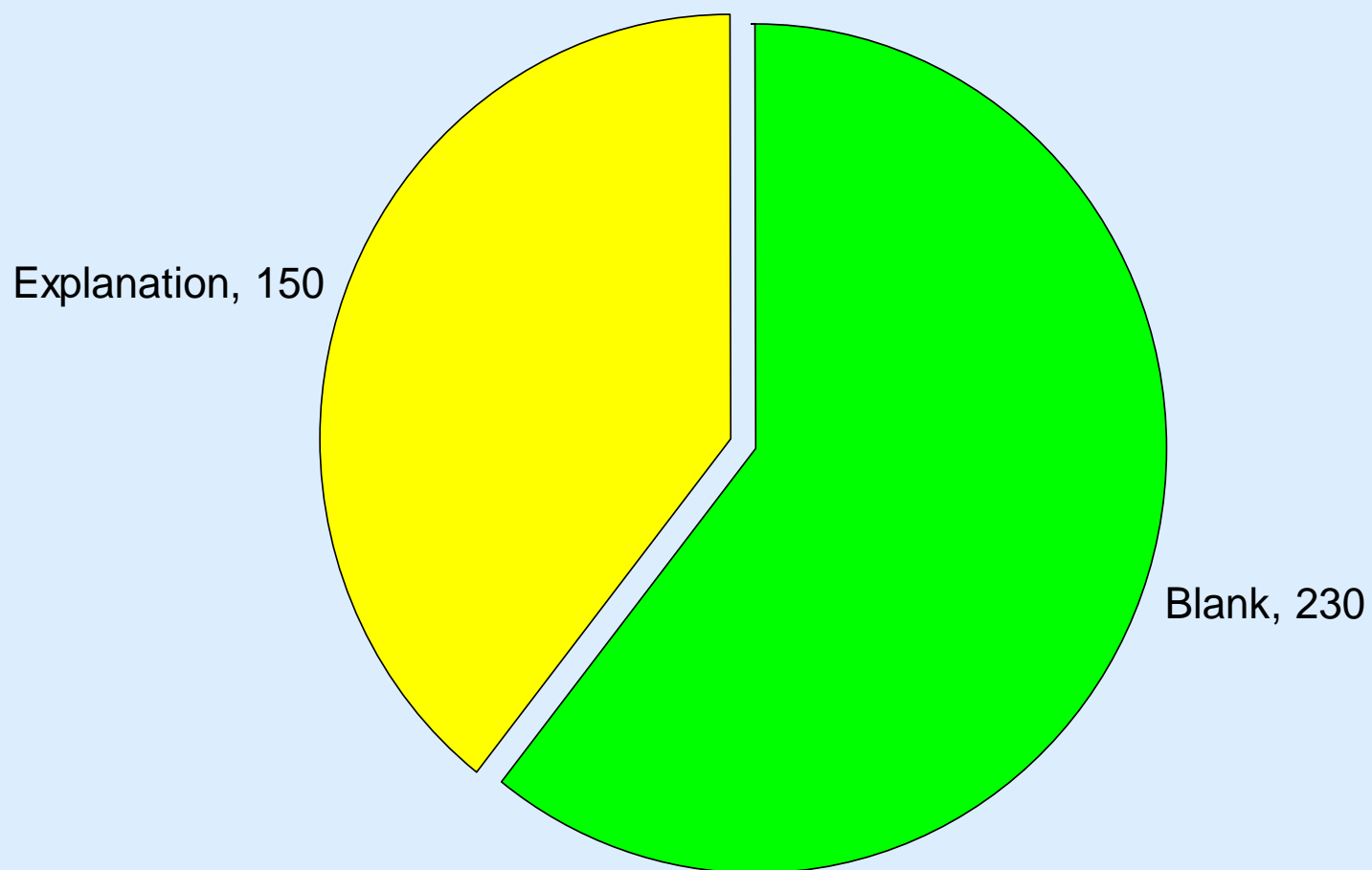


Relevant Aspire Process Area





Some Explanation Is In Order





What Do We Need to Do?

- We need to talk – plug the holes
- Share Aspire design information – “freeze”
- Identify and plan for Agency Remediation support requirements
- Secure needed funding



How Do We Get Started?

- Create and validate Agency profiles using SRTT data
- Full-court press: Agency leadership, Advocates, technical, business experts and Aspire team – plug the holes
- Forge remediation support agreements with each Agency
- Deliver remediation support



Questions and Answers



Data Cleansing in FLAIR



Data Cleansing in FLAIR

- The purpose of cleansing data in FLAIR is to eliminate old data before the files are input to Aspire
- Agencies will need to provide the criteria for data cleansing
 - Users may request cleansing by fund through the Internal Budget Indicator (IBI) level



Data Cleansing in FLAIR (Cont'd)

- At the time the criteria is received from the Agency, FLAIR will:
 - Run a process that will create detailed transactions to update the status on selected master file and contracts and grants master file records
 - It will take approximately three (3) monthly closings for these records to be deleted from the master file



Additional Data Cleansing Requirements

- Aspire will not be loading any detail transactions from FLAIR
- Contracts and grants information files will require cleansing if they are to be loaded to Aspire
- DFS will work with Agencies to cleanse contracts and grants files if an Agency elects to load them into Aspire



Data Cleansing in Agency Shadow Systems

- Agencies will be responsible for cleansing the data as well as establishing the initial load process with Aspire
- Data Cleansing for other statewide systems, such as the statewide vendor files, will be the responsibility of Aspire and the system's functional owner



Questions and Answers



Agency Activities



Upcoming Activities

- Support Development of Reporting Functional Specifications
 - EPM Team Members Trained in Cognos

- Determine COA Values
 - Agency Kick-off Meeting 3/29
 - Chartfield Overview
 - Mapping Tool Demonstration

 - Acct and Alt Account Analysis
 - Update Mapping Tool – 3/29 through 4/21
 - Coordinate Updates with DFS



Upcoming Activities (Cont'd)

- Org, Location, Chartfields 1 & 2, Project - 3/29 through 5/31
 - Attend Chartfield Rules Meetings
 - Develop New Chartfield Values
 - Map FLAIR Value to New Aspire Values

- Gather Configuration Data
 - Module Specific Agency Data
 - Process Specific Workshops

- Update and Maintain Agency Implementation Plan
 - Adjust Timelines for Go-Live
 - Assess Agency Readiness
 - Monitor Risks and Issues



On Going Activities

- Review Policies and Procedures
 - 120 Anticipated By 12/31/06
- Provide Project Support
 - Topic Specific Focus Workgroups
 - Module Specific Functional Group Activities
- Provide Feedback on Various Information Requests



Questions and Answers



Upcoming Workshops



Workshop Topics

- Chart of Accounts (COA) 3/29
 - Details on Account / Alt Account Chartfield Rules, Values and Mapping Tool
- Payroll – ADML 31
 - Overview of Payroll Process
- Record to Report Business Processes
 - Review of General Ledger Processes



Workshop Topics (Cont'd)

- Procure to Pay Business Processes
 - Review of Accounting and Purchasing Processes
- Error Handling
 - Batch Error Correction Methods
- Workflow
 - Agency Specific Approval Process Requirements
 - Procure-to-Pay
 - Inter-Unit Processing
 - Asset Management



Workshop Topics (Cont'd)

- Reporting
 - EPM, Reports and Query Capabilities

- Role Mapping / Job Alignment
 - Business Process Design (BPD)
 - Role Requirements Document
 - Learning Management System (LMS)



Questions and Answers



Chart of Accounts Update



COA Values

- Two Major Groups of Chartfield Values:

- Enterprise

- Business Unit
- Fund/CC
- Budget Entity
- **Account/Alt Account**
- Approp Year
- Program Component
- Category
- Activity Issue

- Agency

- Organization
- Location
- Chartfield 1 & 2
- Project
- **Account/Alt Acct**



Enterprise Values

- Enterprise Values Determined by DFS
 - Business Unit
 - Similar to FLAIR OLO
 - Fund/CC
 - FLAIR State Fund + FID
 - Budget Entity
 - FLAIR Budget Entity Values



Enterprise Values (Cont'd)

- Account
 - Combination of FLAIR GL/Category/Object
 - Primarily Current FLAIR State Standard Values

- Alt Account
 - Similar to FLAIR Agency Unique Object Codes
 - Consistent State Standard Values

- Approp Year
 - Four (4) Digit Year of Appropriation



Enterprise Values (Cont'd)

- Program Component
 - First ten (10) Digits of FLAIR Program Component
- Category
 - FLAIR Category Values
- Activity Issue
 - LAS/PBS Activity Issue Codes



Agency Values

- Agency Values Determined by Agency
 - Organization
 - Represents Agency Organizational Structure
 - Must Be Seven (7) Digits in Length
 - Location
 - Represents a Geographical Location
 - Must Be Five (5) Characters in Length
 - Chartfields 1 & 2
 - Must Represent Only One Concept
 - Must Be Ten (10) Characters in Length



Agency Values (Cont'd)

- Project
 - Established in Projects Module
 - Must Be Fifteen (15) Characters in Length

- Account / Alt Account
 - Must be Eight (8) Digits in Length
 - Meaning Can Be Agency Specific
 - State Standard Value Assigned By Enterprise
 - Required on All Transactions



Mapping/Conversion

● Next Steps Include:

- Establish Enterprise Level Rules
 - Define Chartfield Requirements
 - Identify Possible Conversion Issues

- Define Agency Specific Rules
 - Detail Specific FLAIR to Aspire Chartfield Relationships

- Establish New Agency Chartfield Values
 - Dependent on Conversion Issues and Chartfield Requirements
 - Account / Alt Account Analysis
 - Develop Organization Code Values
 - Location, Agency Chartfield 1 & 2, Project



Questions and Answers



Interface Operations Guide Overview



Objectives

- Provide Agencies with an understanding of the *Interface Operations Guide (IOG)*
- Provide Agencies with information regarding the update process



Topics of Discussion

- IOG – What it is
- How to use it
- Creating and Maintaining an IOG
- Future Considerations – IOG Update Cycle
- List of IOGs
- Agency Feedback



- **What is it?**

- The Interface Operations Guide (IOG) contains the “interface specific” information required for the agencies to integrate with the Aspire system
- Each interface will contain a separate IOG with specific information
- Interface Operations Guide (IOG) communicates two types of information for each Aspire Interface:
 - **Programming/Remediation** - File/record layouts and field descriptions;
 - **Operational** – Load errors descriptions, processing schedules, file names, points of contact, etc.



- **How will agencies use the IOGs?**
 - Agencies will use the information in the IOG to better understand the critical details of the Aspire interfaces
 - Additionally, this information will assist the agencies in the analysis for remediation of their business systems



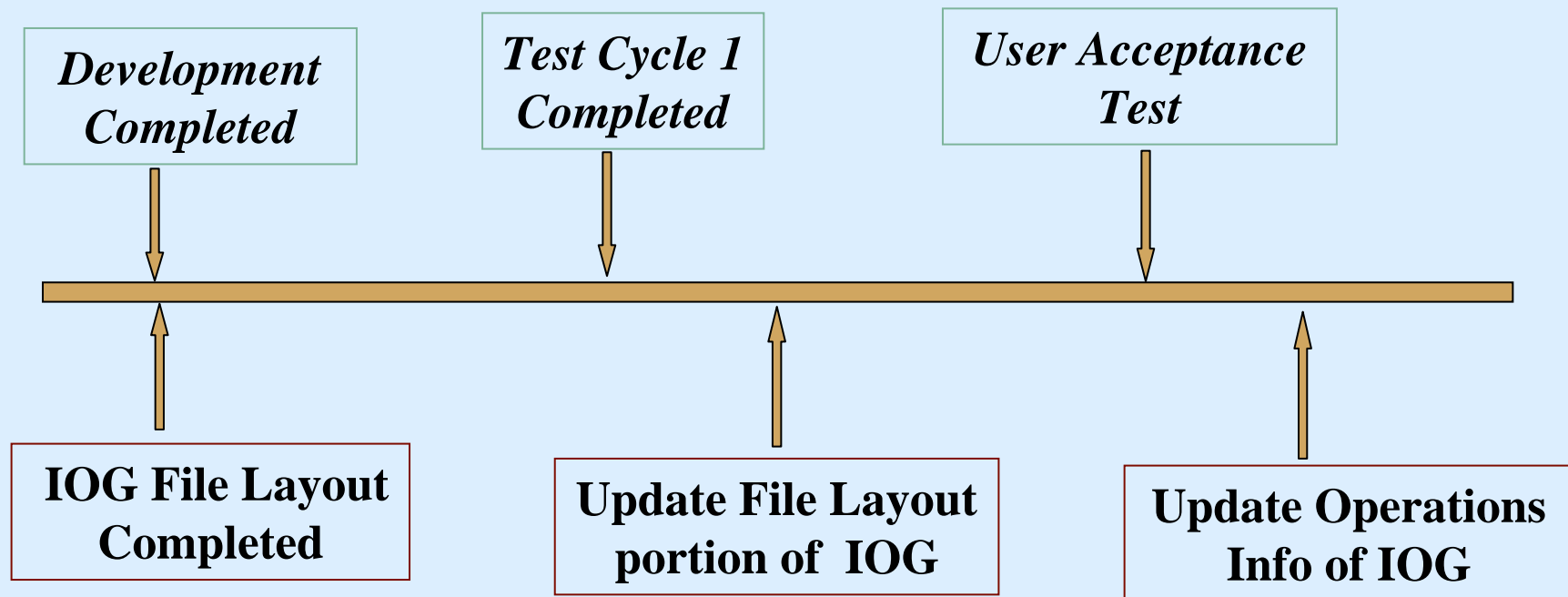
- **Creating & Maintaining an IOG**
 - **Develop draft version IOG** - One per interface; Technology (TCH)
 - **Validate IOG with Application Software (ASW)** - A walkthrough will be scheduled between the TCH and ASW teams to review and validate each IOG
 - **Update IOG** - Based on walkthrough comments and feedback; (TCH)
 - **File IOG** - Save IOG in a Stat controlled folder for version control; (TCH)



- **Creating and Maintaining an IOG**
 - **Advise Organizational Change Management (OCM) that IOG is approved** - Notify OCM of completed and approved IOG; (TCH)
 - **Publish IOG** - Post IOG on website and/ notify Agencies; (OCM)
 - **Conduct Workshops** – As needed, conduct workshops with Agency technical and functional staff to answer questions and provide clarification relating to the IOGs. (OCM, ASW, and TCH)

- **Future Considerations**

IOG Update Cycle





IOG Overview

Number of Aspire Interfaces to Date

➤	Total:	93
	Inbound:	61
	Outbound:	32

Types of Interfaces:

➤	General Purpose:	22
	▪ Inbound	18
	▪ Outbound	04
➤	Agency Specific:	43
	▪ Inbound	28
	▪ Outbound	15
➤	FFMIS:	28
	▪ Inbound	15
	▪ Outbound	13



● Agency Feedback

- *E-mail: Aspire_Inbox@fldfs.com*
- Workshop - Workshops will be scheduled, as needed, to provide the Agencies with an opportunity to address specific questions/concerns



Questions and Answers



Evaluations

Please turn in your evaluations as you leave.

Thank You!