

CAPPS Financials — User Group Meeting Minutes

Thursday, June 24, 2021

9–11 a.m.

(Webinar Only)

I. Welcome (Anthony Martin)

- User Group meeting materials are posted on FMX.
 - To be added to the user group distribution list, email the CAPPS Governance and Communications team at: CAPPS.CGC.BA@cpa.texas.gov
 - CAPPS Production environments have an extended migration window from Thursday, July 8 at 7:00 p.m. through 12:00 a.m. (midnight).
 - The CAPPS Production and Non-Production environments will be unavailable from Friday, July 9 at 5:00 p.m. through Monday, July 12 at 8:00 a.m. for:
 - HR/Payroll
 - Enterprise Learning Management
 - Financials

II. Production Update: Financials Support Requests (SRs) (Anthony Martin)

• SR Summary and Trend Report

- Reviewed the CAPPS Financials Summary and Trend Report 06/24/2021 document.
 - In May, there were 49 high-priority status tickets and 337 active SRs. There were no critical tickets.
 - IAM efforts accounted for the uptick in open tickets last month, they are now closed.
 - As shown on the trend chart, there were 428 SRs opened and 464 closed in May.
 - There were 17 HX recycle tickets closed with only 17 remaining. This brings the tickets up to current as CAPPS is working closely with agencies for reconciliation.

• Governance Approved Enhancements

- Reviewed the CAPPS Financials Governance Approved SRs 06/24/2021 document. Updates since the last meeting are identified with an asterisk (*) and bolded.
 - SR 14612 is a *Cash Receipts* module that added a new field to correct the issue that required users to manually update balances after reports were sent with remaining amounts listed. This SR is *Complete* and moved to Production on May 20.
 - SR 21712 is *In Work* status. This ticket will add the employee ID field to the receiving line asset and set the employee's name to display only.

• Required Maintenance

- Reviewed the CAPPS Financials Required Maintenance 06/24/2021 document. Updates since the last meeting are identified with an asterisk (*) and bolded.
 - SR 21172 migrated to Production. The solution: fix the CAPPS to USAS out-of-balance issue that caused the need for users to correct and resubmit the batches. The CAPPS team added new coding to amend the process and remove the item that caused the previous issues.
 - SR 21580 was opened because users with a coordinator role were able to view employee's information on the employee profile page. The solution: remove personal employee information from the profile page. This ticket has moved to Production and is *Complete*.

III. Project Update: CAPPS Fiscal 2021 Financials Agency Deployment Project Dashboard (Nyguel Sanders)

- Reviewed the CAPPS Fiscal 2021 Financials Agency Deployment Project Dashboard 06/24/2021 document.
- The project is green and on track for both the soft go-live date on Aug. 09, 2021 and the implementation date on Sept. 01, 2021.
- Key items:
 - Project is now at 87% completion.
 - The CAPPS team continues User Acceptance Testing (UAT).
 - The team is holding Business Objects (BOBJ) training with the agencies.
 - Conversion dress rehearsal completed successfully.

IV. Project Update: CAPPS Fiscal 2021 IAM Agency Deployment Project Dashboard (Diana Urban)

- Reviewed the CAPPS Fiscal 2021 IAM Agency Deployment Project Dashboard 06/24/2021 document.
- The project is green and on track.
- Key items:
 - Project is now at 97% completion.
 - The team had a successful go-live on June 7.
 - Tasks related to Organizational Change Management (OCM) are complete.
 - Support preparations continue.
 - This is the last update for the IAM project this fiscal year.

V. Upcoming Meetings

- Tuesday, July 29, 2021
- Thursday, Aug. 26, 2021