

Benefits Test Results – Payroll/Finance Meeting Minutes

January 6, 2011

Attendees: Chien Shih, Nancy Chao, Henry Ly, Ngoc Nguyen, Bernata Slater, Scottie McDaniel, Fred Sherman, Kevin McElroy and Kari Elliott (note taker).

Summary:

1. Ready to implement solution into PROD?
 - Changes made to FTMRULC – Ngoc made changes.
 - FIN2 – labor distribution – tested and worked.
 - 400K variance – setup in FTMRUCL for grant was wrong.
 - May still have a 200K variance in budget – Bernata will call a separate meeting.
2. Document all changes to be made before move to PROD.

Take Away Items:

1. NTRFINI – Ngoc correct.
2. Zap Program – Henry verify.
3. FTMRULC – Ngoc correct.
4. FIN2 (labor distribution) – Nancy & Ngoc will run.
- 4a. Reload distribution override table – Scottie.
5. Documentation – Kari will work with Ngoc to document procedures.
6. Commence date: January 11, 2011 at 4pm.