

FMAC Meeting

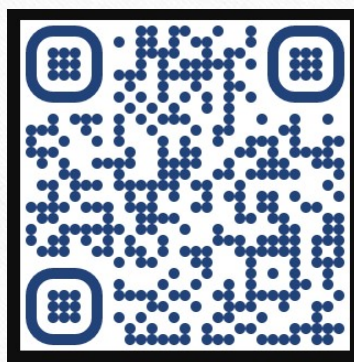
Updates

August 9, 2023

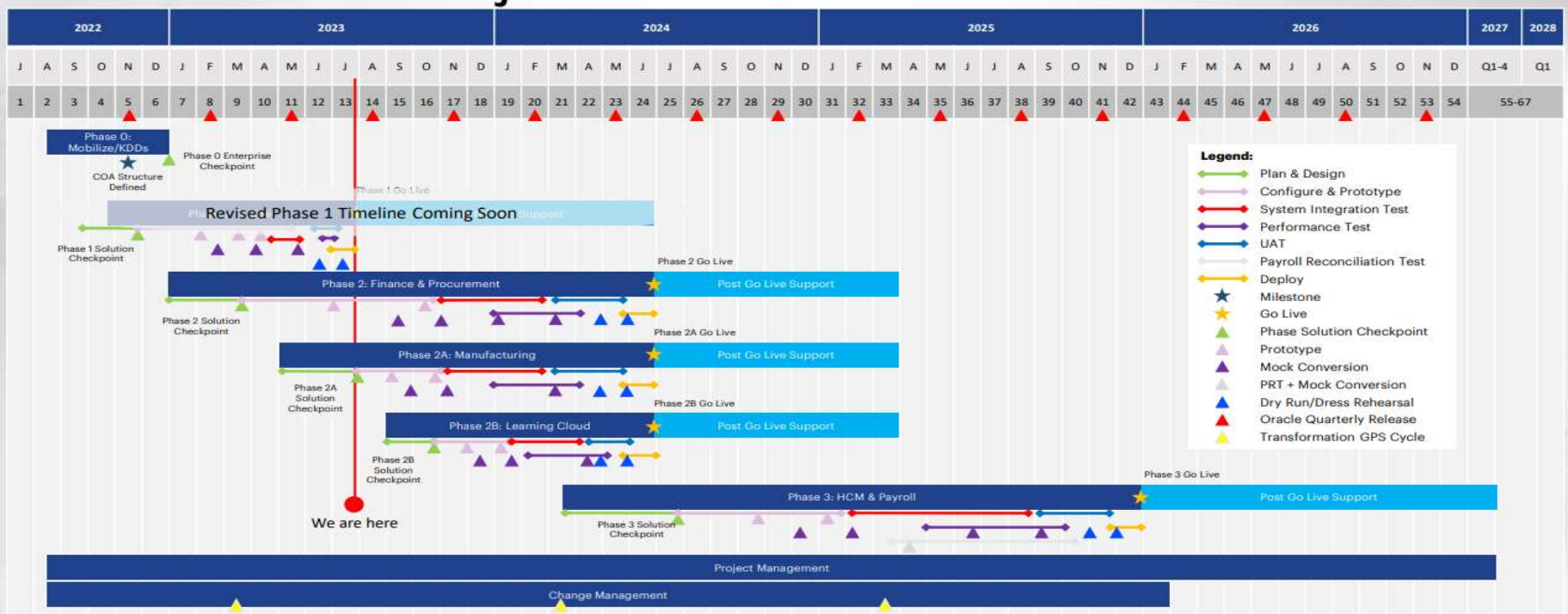


<https://movers.mo.gov/>

Or QR Code:



Overall Project Timeline – *Phase 1 Revised*





Phase 1 Budget - Update

- A hybrid approach will be used to implement MOVERS Phase 1 – Budget (EPM)
- Select agencies will go live with this hybrid approach on July 31, 2023. The following group options will be used for these agencies:
 - Group #1 – **Partial parallel go-live group**: These agencies will use MOVERS for the Department Request and budget book printing steps of the budget process only.
 - Group #2 - **Full parallel go-live group**: These agencies will go through the full budget process in both MOVERS and BRASS for the entire legislative process
- All agencies will use the existing BRASS system through the FY2025 budget process.
- Full statewide launch for all agencies will occur in July 2024.



Phase 1 Budget - Update

Group #1 – Partial parallel go-live group	Group #2 - Full parallel go-live group
DoLIR	OA
DHEWD	DNR
DOR	DPS
State Lottery	DOC
State Tax Commission	DMH
DHSS	
MDA	
MDC	
DSS – MHD or FSD	



Phase 2 Finance – Finance & Procurement

01

Prototype 1 walkthroughs of all modules were completed as of July 14.

02

The MOVERS Functional Team is continuing conversions, reports and integrations functional designs.

03

MOVERS Project Team is making updates to close major application gaps identified during Prototype 1 sessions.

04

Prototype 2 will take place in Fall 2023 and agency representatives will be invited to all sessions.



Phase 2A Manufacturing - Update

1

Complete: Design workshops, requirements confirmation and conversion functional design documents are complete.

2

In Progress: Prototype 1 Configuration and Design has started.

3

In Progress: On track to successfully exit the Plan and Design stage on July 28.

4

Looking Ahead: Prototype 1 Walkthrough will be held at the end of August.

*Applies to DOC only.



Communication Toolkit

- Communication Toolkits are available to educate employees about the MOVERS project. If desired, contact your Agency Change Mover for the toolkit available on the CNSP.

The image displays five overlapping benefit sheets for the MOVERS ERP system, each detailing specific advantages for different business areas. The sheets are:

- BENEFITS OF MOVERS ERP Accounts:**
 - Generates Invoices:** Easily generates invoices to bill that have been delivered.
 - Price:** Allows customer bills to be entered or changed.
 - Easy Management Tool:** Enables employees to view customer billing administration.
 - Reviews Historicals:** Supports easy review of historicals.
 - Reverses and Applies:** Reverses and applies customer customer balances.
 - Offers:** Offers predefined reports which can be customized and saved.
- BENEFITS OF MOVERS ERP Order Management:**
 - Manages Orders from V:** Allows agencies to manage order and orchestrate the orders to cash process.
 - Provides Fulfillment File:** Provides flexibility by integrating a shared order fulfillment processes.
 - Improves Customer Exp:** Reduces implementation and fulfillment customer experience and speed of.
 - Offers Internal and Exte:** Offers tools to communicate sales applications for functional purposes the Accounts Receivable application.
 - Enables Proactive Issue:** Enables agencies to proactively resolve encounter through the orders to cash.
 - Provides a Central Order:** Provides a central order hub that is information, price orders correctly, delivery dates to customers.
- BENEFITS OF MOVERS ERP Fixed Asset:**
 - Simplifies Asset Management:** Simplifies fixed asset accounting tasks maintaining historical data, and keeping system.
 - Automates As:** Enables the automatic creation of bill from source systems such as pay.
 - Provides Integrated Review:** Provides an integrated spreadsheet to multi-line review, making financial close and rating before posting to the asset.
 - Offers Asset Acc:** Offers the creation and review of asset account configuration.
 - Supports End-to-End Asset L:** Supports end-to-end asset lifecycle from retirement.
 - Facilitates Real-T:** Use Oracle Business Intelligence to add new top of the extensive library of.
- BENEFITS OF MOVERS ERP Manufacturing:**
 - Supports Employee Reporting:** Enables employees to report operations, issues, resources, and initiate quality checks.
 - Offers Advanced Production Tc:** Offers tools to log production exceptions, enter rejections and print documents and labels.
 - Defines Primary and Alternate I:** Allows agencies to define primary and alternate processes.
 - Provides Monitoring Tools:** Provides monitoring tools for agencies to keep manufacturing processes and their associate.
 - Facilitates Report Sharing:** Facilitates the sharing of manufacturing reports with contract manufacturers.
 - Streamlines Project Portfolio M:** Supports all agency Project Portfolio Management tools such as work orders, inventory tracking, data management.
- BENEFITS OF MOVERS ERP General Ledger:**
 - Centralizes Practices:** Serves as a central repository for all subledger accounting data including accounts payable, accounts receivable, fixed assets, and projects.
 - Automates Accounting:** Automates accounting processes to save time and avoid data entry errors.
 - Simplifies Reconciliation:** Simplifies balance reconciliation and review during accounting cycles through Capture Transactions which are journals from subledgers.
 - Updates in Real-Time:** Synthesizes Capture Transaction journal data to update the General Ledger balance in real-time.
 - Limitless Data Capabilities:** Allows non-Oracle application data to be used within the General Ledger.
 - Customizable Analysis:** Facilitates financial reporting and analysis through an array of customizable reporting tools.



Agency Tasks/Contacts

- MOVERS is sending out periodic tasks to the Agencies to complete.
- These tasks are typically sent to the Agency Change Mover, but periodically SME's are included on the request. Ensure task responses are coordinated with your Agency Change Mover. The list of Agency Change Movers is available at <https://movers.mo.gov>
- **Ensure the tasks are submitted timely!!** Sometimes the turnaround times are quick in order to meet deadlines.
- **Agency Contact Changes:** Submit a request to your Agency Change Mover if you need to add/modify/remove any subject matter experts (SME) for your Agency
- **Questions:** Contact your Agency Change Mover or reach out to MOVERS@oa.mo.gov



Current Agency Tasks

1. [Submit Task #73A: Clean up and prepare CIP balances coming out of Ebuilder for Projects.](#) Task due on August 31st. Task only applies to OA FMDC and MDC.
2. [Submit Task #74: Clean up in Progress Balances on SAM II.](#) Task due on August 31st. Task only applies to OA, DNR, DPS, MoDOT, Courts, SOS, and AGO
3. [Submit Task #72: Gathering Non-Chapter 34 Procurement Workflow Information.](#) Task due on August 21st. Task only applies to OA, Courts, Public Defender, Lottery, MoDOT, and Legislature

Agency Change Movers should check the Agency Task Tracker on CNSP to make sure your Agency doesn't have any overdue tasks!



Upcoming Tasks

Chart of Account (COA) Mapping:

- Task 66 requested agencies to map COA elements between SAM II and MOVERS. Other examples of COA elements that may need to be mapped in order to convert data to MOVERS:
 - Outstanding Accounts Receivable
 - Outstanding Purchase Orders
 - Fixed Assets
 - Data not in SAM II that will need to be converted
 - Payroll codes (i.e. for 1.5 years, we will be using both SAM II HR and MOVERS (financial) to process payroll)
- Reminder: if new SAM II codes are added (e.g. Organization code, Activity Code, Function code), the MOVERS COA elements need to be updated. Updates to the COA elements should be sent to your Agency Change Mover and then MOVERS@oa.mo.gov. We highly encourage limiting SAM II updates to only necessary changes. If necessary, contact your Agency Change Mover for the current MOVERS Organization and Activity Codes available on the CNSP.



Upcoming Tasks

Outstanding Accounts Receivable in SAM II:

- Task 77 will soon be sent to the agencies. This task will request Agencies to review/clean up outstanding Accounts Receivables in SAM II. The purpose of this task is to ensure the State's Accounts Receivable balances accurately reflect the amount owed to the State and to collect the monies from our outstanding customers (both external and internal).
- Write-offs must be approved by OA Accounting per policy:
<https://mocoa.state.mo.us/accounting/AcctsRec/ExtRcvb/Pages/default.aspx>



Readiness - Outstanding Accounts Receivable as of 08/07/23

Year Due	Amount
2000	27,429.80
2001	8,049.00
2002	25,574.66
2003	15,117.00
2004	13,814.88
2005	9,145.00
2006	3,930.00
2007	5,920.00
2008	60,970.82
2009	170,435.22
2010	749,461.77
2011	801,703.82
2012	132,241,261.09
2013	5,691,938.12
2014	373,207.05
2015	3,835,815.54
2016	5,665,081.29
2017	13,781,376.68
2018	8,061,667.41
2019	17,292,393.59
2020	5,087,670.18
2021	37,206,745.60
2022	439,675.26
Grand Total	231,568,383.78



Shadow Systems

- Shadow System meetings are complete.
- Agencies should continue to consider whether their system may relate to any of the MOVERS modules (i.e. Procurement, Accounts Payable, Accounts Receivable, Expense, Projects/Grants, Fixed Assets, Maintenance, Budget, HCM/Payroll, etc.). If your Agency missed submitting any Shadow System, please send them to MOVERS@oa.mo.gov ASAP.
- Evaluations of the Shadow Systems are underway to determine the future disposition of the shadow system and whether there are any potential impacts on conversion, integration, and reporting.
- **For any shadow system being retained and interfaced to MOVERS – consider if any Chart of Account element or other changes need to be made to your shadow system. If necessary, the system vendor may need to be involved.**



Readiness - Steps to Continue

Fixed Assets:

- Complete annual physical inventory in compliance with 15 CSR 40-2.031. Only fixed assets the State owns should be converted to MOVERS.
- Ensure only fixed assets over the capitalization threshold (currently \$1k) or considered attractive/easily pilfered are in SAM II. If an asset is fully depreciated but meets this criteria, the asset should be retained in SAM II.
- Reconcile fixed assets monthly
 - **Fixed assets should have been reconciled by June 2023. Data conversion into MOVERS for Prototype 2 will occur in August 2023.**
 - Ensure documents are processed ASAP. The purpose is to ensure we have good data for Prototype 2.
 - Need Help contact OA – Accounting at oasamiifixedassets@oa.mo.gov



Readiness - Fixed Assets

- Clean up software in progress and construction in progress
 - Ensure that all completed projects are capitalized
 - Verify that remaining amount for all projects is accurate
- Capital and Master Leases
 - Reconcile Leases on the system by fund



Readiness - Fixed Assets

- Sizable task still remains to reconcile Fixed Assets
 - As of June 1, 2021:
 - Funds out of balance: 90
 - Amount out of balance: \$31,029,379.17
 - Department range from 0.00% to 8.59% out of balance
 - As of August 8, 2023:
 - **Funds out of balance: 80**
 - **Amount out of balance: \$46,333,280.94**
 - **Department range from 0.00% to 7.58% out of balance**



Readiness - Fixed Asset Dispositions

Ensure fixed asset disposition documents are completed timely in SAM II for all types of assets (including software). This is most efficient after your annual inventory is completed.

Fiscal Year	Number of Transactions	Asset Amount
2016	9,767	(\$101,083,118.40)
2017	9,613	(\$92,632,818.52)
2018	7,112	(\$78,508,004.25)
2019	9,336	(\$109,317,568.19)
2020	7,989	(\$72,562,176.82)
2021	7,313	(\$72,137,153.02)
2022	8,541	(\$73,511,838.20)
2023	9,029	(\$99,304,803.76)
2024	970	(\$2,371,997.20)



Readiness - Purchase Orders Outstanding and Progress Made

Calendar Year	Transaction Count as of August 07, 2023	Outstanding Amount as of August 07, 2023	Change in # of Transactions since May 25, 2023	\$ Value Change since May 25, 2023
2011	2	854,548.89	0	570,868.73
2015	2	7,004.61	(2)	(30,374.85)
2016	4	87,328.47	(1)	(20,691.05)
2017	12	109,780.06	(1)	(536,886.28)
2018	21	261,011.06	(7)	(267,099.18)
2019	93	2,714,170.56	(7)	268,230.67
2020	214	6,830,771.39	(30)	867,482.26
2021	194	4,706,306.71	(33)	354,186.05

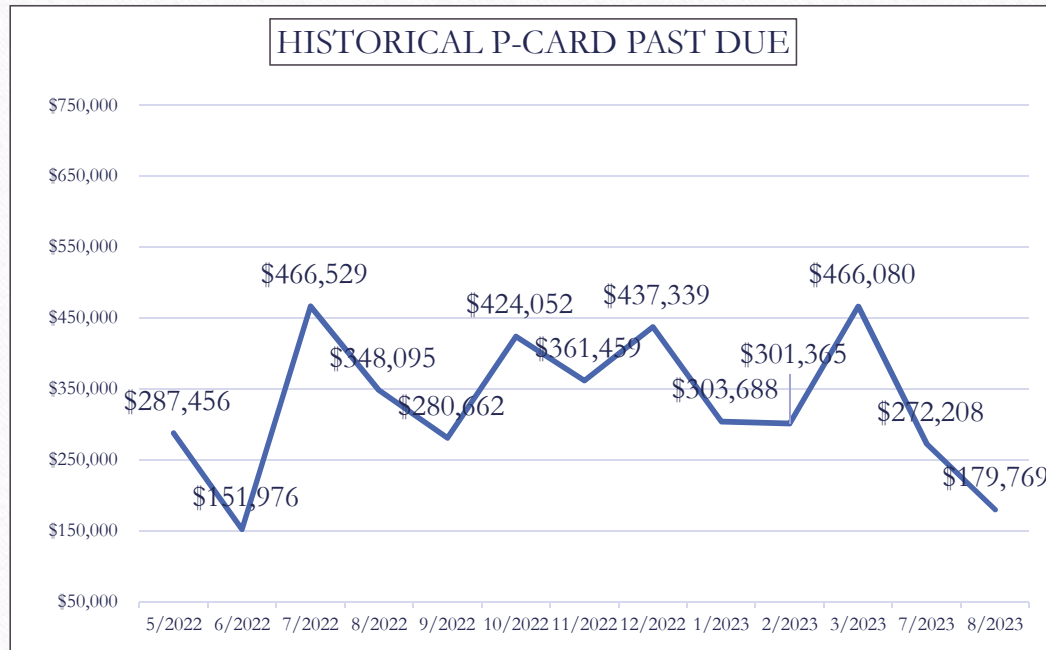


Readiness - Purchase Orders Outstanding by Agency

AGENCY	August 07, 2023 NUMBER OF TRANSACTIONS	August 07, 2023 AMOUNT OUTSTANDING
221	1	100.00
231	4	75,399.00
300	56	83,194.59
580	44	3,184,915.38
605	123	10,383,112.27
780	24	1,269,249.04
812	290	574,951.47
Grand Total	542	15,570,921.75



Readiness - P-Card Past Dues



ARPA Spending as of July 31

Row Labels	Approps	Expended	Encumbered	To re-encumber	% Spent/Encumbered
OSCA	\$5,000,000.00	\$980,814.84	\$1,011,460.00	\$597,096.94	52%
LT. GOV.	\$13,900,000.00	\$400,000.00	\$0.00	\$0.00	3%
OA	\$191,378,563.00	\$57,270,631.15	\$29,920,274.03	\$10,368,016.16	51%
MDA	\$40,388,504.00	\$933,491.42	\$0.00	\$0.00	2%
MDC	\$15,000,000.00	\$0.00	\$0.00	\$0.00	0%
DED	\$592,970,013.00	\$21,035,011.99	\$0.00	\$0.00	4%
DESE	\$57,223,652.00	\$3,923,331.02	\$3,825,500.00	\$0.00	14%
DHEWD	\$604,838,463.00	\$65,338,251.79	\$98,348.80	\$0.00	11%
DHSS	\$98,572,988.00	\$8,547,892.00	\$2,657,096.50	\$0.00	11%
MoDOT	\$42,406,025.00	\$4,394,050.92	\$150,000.00	\$28,323,342.09	78%
DMH	\$167,046,431.00	\$34,055,272.28	\$19,431.72	\$0.00	20%
DNR	\$560,098,150.00	\$4,138,035.62	\$5,593,081.14	\$5,987,726.73	3%
DPS	\$274,081,758.00	\$63,016,619.29	\$49,999.00	\$0.00	23%
DSS	\$64,061,430.00	\$8,243,497.73	\$1,830,079.52	\$0.00	16%
DOC	\$35,836,027.00	\$1,800,871.02	\$7,343,370.72	\$0.00	26%
Grand Total	\$2,762,802,004.00	\$274,077,771.07	\$52,498,641.43	\$45,276,181.92	13%

ACFR

- We have changed our process in regards to the ACFR timeline. Therefore, we need all survey requests sooner this year. It will be necessary to adhere to all due dates in order for us to complete a first draft of the ACFR by the November 1st and a final draft by November 10th.
 - Agency surveys due August 8th
 - Draft Audited Financial Statements due September 8th
 - Audited Financial Statements due September 22nd

Distribution Lists

- Would you like to be added to a Distribution List?
 - SAM II Financial: <https://lists.mo.gov/mailman/listinfo/samii-fin>
 - SAM II HR/Payroll: <https://lists.mo.gov/mailman/listinfo/samii-hr>
 - MissouriBUYS: <https://lists.mo.gov/mailman/listinfo/missouribuys>
- SAM II Financial and HR/Payroll Bulletins: <https://samii.mo.gov/>

Meeting Wrap up

- **FMAC attendance:**
 - Participation – who, why and how
 - Contact Felicia.Hubble@oa.mo.gov
- **Communication:**
 - Make sure it is happening
 - Top down
 - Bottom up
 - Back and forth (within and across departments)
- **Feedback:**
 - Critical to successful project
 - Give it
 - Ask the questions
- **FMAC Topics:**
 - If you have any questions/topics/issues you would like addressed on a future FMAC call, contact Felicia.Hubble@oa.mo.gov