

FMAC Meeting

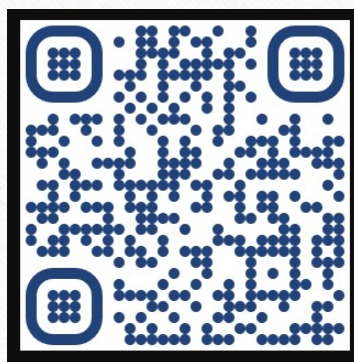
Updates

October 11, 2023



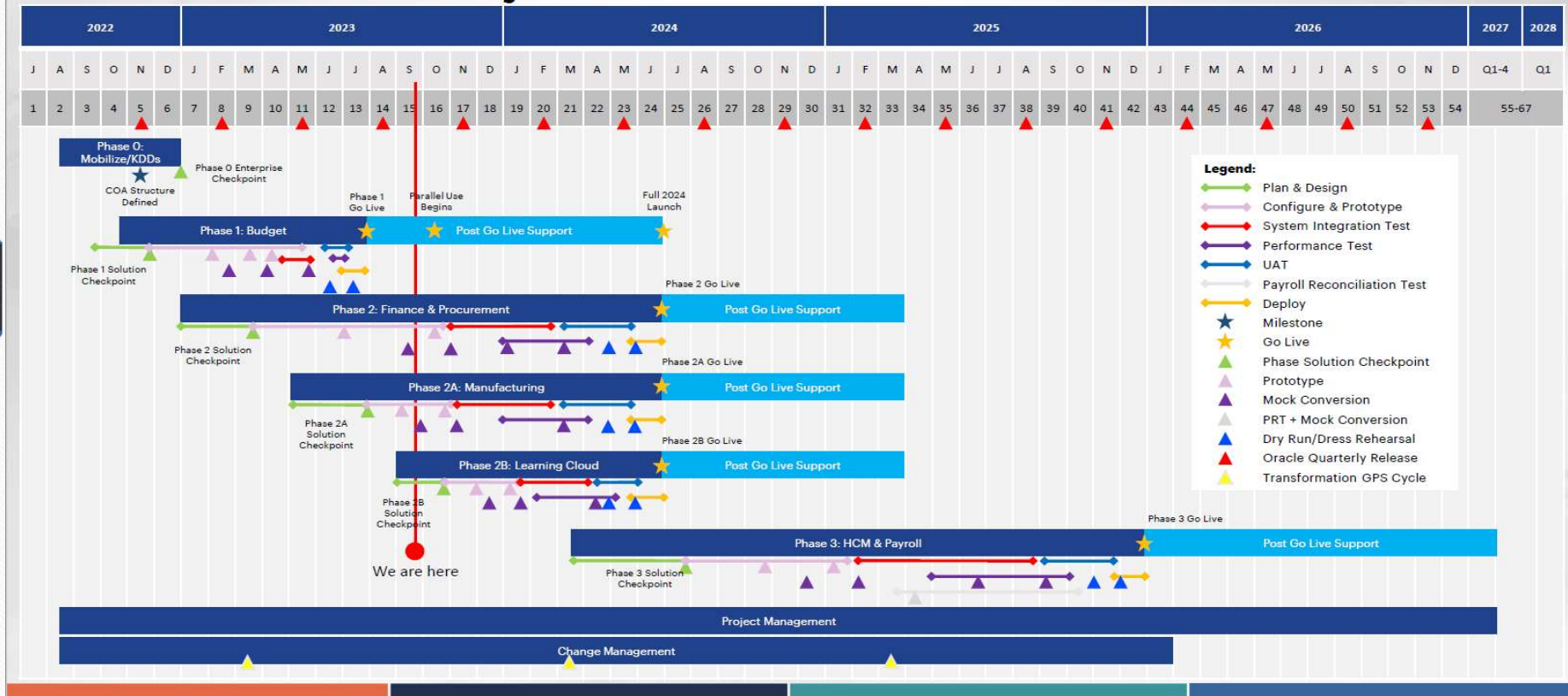
<https://movers.mo.gov/>

Or QR Code:





Overall Project Timeline





Phase 1 Budget - Update

Phase 1: MOVERS EPM (Parallel Use)

- 01** Starting October 1, as Full Parallel End-Users complete their required training, they will be granted access to the system*.
- 02** Office Hours and Labs will be held regularly until December 22 to assist with End-User questions. Additional communication will be provided regarding a schedule.
- 03** Starting November 13, as Partial Parallel End-Users complete their required training, they will be granted access to the system*.
- 04** **IMPORTANT:** All End-Users must complete their assigned Maverick Web-Based Training and Creating Budget Forms and EDM ILT before they will receive their system credentials (unless exceptions have been granted).
- 05** **Reminder:** If End-Users previously took any training prior to September, they need to retake the Creating Budget Forms ILT as new content has been added.

*End-Users will be provisioned once per week.



Phase 2 Finance – Finance & Procurement

A graphic titled 'Phase 2: Finance & Procurement' with the MOVERS logo in the top right corner. It contains four numbered steps in colored callout boxes: 01 (orange), 02 (dark blue), 03 (teal), and 04 (dark blue).

01 Prototype 2 sessions are currently being conducted through October 31 with sessions held Monday – Friday 9 a.m. to 5 p.m.

02 Sessions are held in MoTec #2 and the DNR Bennett Spring/Roaring River conference rooms as well as via Webex.

03 Share the calendar appointments with the Webex link with your team members, as needed.

04 Use the surveys included in the calendar invites to provide feedback on the sessions and submit potential test scenarios to MOVERS.



Prototype 2 Demonstrations

- Prototype 2 is scheduled until October 31st.
- Prototype 2 is full End-to-End Demo of the MOVERS system.
- Contact your Agency Change Mover if you would like to receive a WebEx invite or obtain a recording of the Prototype 2 sessions.

Procurement
Accounts Payable
Accounts Receivable
Expense
Fixed Assets

Projects/Grants
General Ledger
Manufacturing/Inventory
Maintenance
HCM



Phase 2A Manufacturing - Update

- 1** Prototype 1 sessions were completed as of August 31.
- 2** Prototype 2 sessions are planned to begin the week of October 9.
- 3** Project team is preparing test conditions for System Integration Testing (SIT).
- 4** Project team is working on Security design and system setup.

*Applies to DOC only.



Phase 2B Learning Cloud





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.

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 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 re encounter through the orders to re.
- Provides a Central Order:** Provides a central order hub that a information, price orders correctly, delivery dates to customers.

BENEFITS OF MOVERS ERP Fixed Asset

- Simplifies Asset Manage:** 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 crite 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 res top of the extensive library r.

BENEFITS OF MOVERS ERP Manufacturing

- Supports Employee Reporting:** Enables employees to report operations, iss resources, and initiate quality checks.
- Offers Advanced Production Tc:** Offers tools to log production exceptions, ent rejections and print documents and labels.
- Defines Primary and Alternate I:** Allows agencies to define primary and altern processes.
- Provides Monitoring Tools:** Provides monitoring tools for agencies to ke manufacturing processes and their associate.
- Facilitates Report Sharing:** Facilitates the sharing of manufacturing repo with contract manufacturers.
- Streamlines Project Portfolio M:** Supports all agency Project Portfolio Manage 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



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 was recently due. This task requested 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). Please continue to clean-up outstanding Accounts Receivable. Contact OASAMIICentralAcct@oa.mo.gov if you have questions.
- 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 09/29/23

Year Due	Amount
2000	27,429.80
2001	5,630.00
2002	24,061.66
2003	14,795.00
2004	3,814.88
2005	9,100.00
2006	3,930.00
2007	5,920.00
2008	60,970.82
2009	169,740.22
2010	704,511.77
2011	537,386.07
2012	132,419,160.94
2013	5,690,622.62
2014	366,716.85
2015	3,827,811.07
2016	5,659,785.30
2017	13,768,037.86
2018	7,789,664.33
2019	16,661,243.58
2020	4,671,391.55
2021	27,708,441.63
Grand Total	220,130,165.95



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 is being pulled and loaded now.**
 - 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 September 30, 2023:
 - **Funds out of balance: 77**
 - **Amount out of balance: \$27,9553,668.44**
 - **Department range from 0.00% to 7.93% 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	5,063	(\$18,867,004.80)



Readiness - Purchase Orders Outstanding and Progress Made

Calendar Year	Transaction Count as of September 29, 2023	Outstanding Amount as of September 29, 2023	Change in # of Transactions since August 07, 2023	\$ Value Change since August 07, 2023
2011	2	829,120.28	0	(25,428.61)
2015	2	7,004.61	0	0.00
2016	4	87,328.47	0	0.00
2017	10	100,486.06	(2)	(9,294.00)
2018	20	258,563.41	(1)	(2,447.65)
2019	91	2,368,017.99	(2)	(346,152.57)
2020	214	6,707,387.74	0	(123,383.65)
2021	192	4,102,527.75	(2)	(603,778.96)



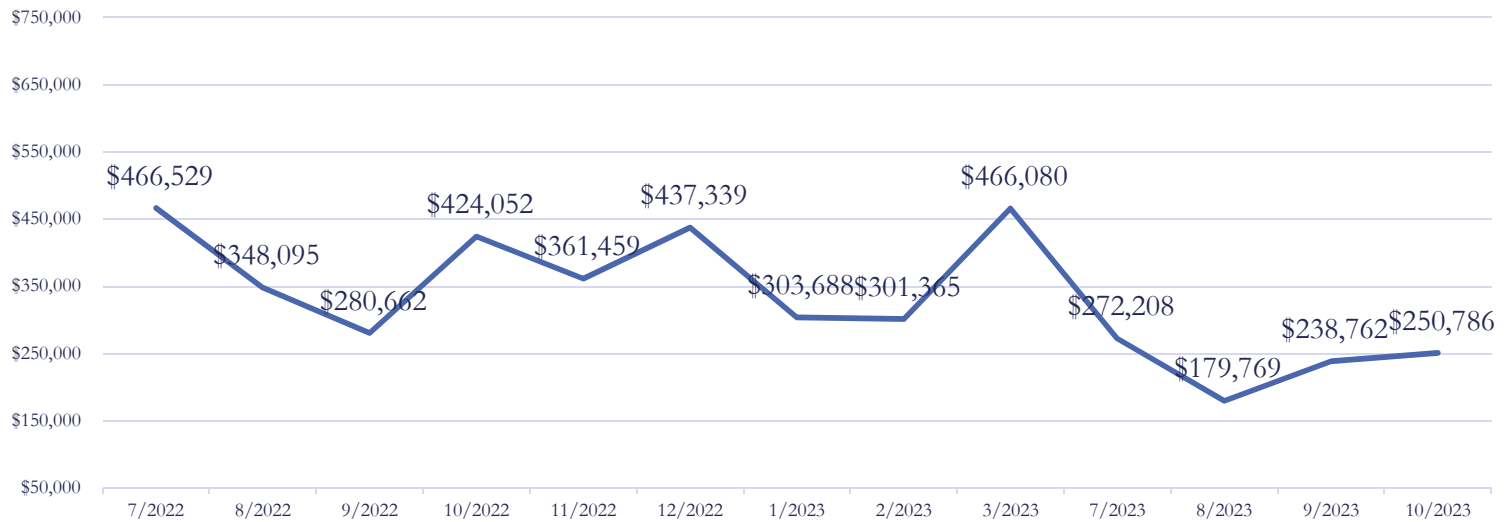
Readiness - Purchase Orders Outstanding by Agency

AGENCY	September 29, 2023 NUMBER OF TRANSACTIONS	September 29, 2023 AMOUNT OUTSTANDING
221	1	100.00
231	4	75,399.00
300	56	83,194.59
580	43	2,688,158.62
605	117	9,800,102.11
780	24	1,256,096.50
812	290	557,385.49
Grand Total	535	14,460,436.31



Readiness - P-Card Past Dues

HISTORICAL P-CARD PAST DUE



ARPA Notes

- Agencies can get access to view only ARP agency in MissouriBUYs for Purchase Orders and Invoices. Security Forms should be submitted to MissouriBUYsSecurity@oa.mo.gov
- Reminder if a large influx of payments is expected please do let the ARPA team know so we can appropriately prepare.
- Reminder to keep project reporting up-to-date when making payments.

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. If you have not submitted your survey and/or financial statements please do so as soon as possible.

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