Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held April 17, 1997, convening at 9:00 a.m.

The following members answered present to the roll call: Brad Hall, Laurie Pitchford representing Johnstown, Shirley Dupps, Carol Reed, Ellen Towner, Joanne Little, Jack McDonald, Barb McDavid representing Charlotte Porter, Ginny Ramsey, Linda Porter representing Tammy Miller, Norm Kennedy, Pat Horner and Sandra Mercer. Marlene Wright, Rita Squires, Mary Knicely and Melody Hewitt were also present for the meeting. A representative from Licking Heights was not able to attend.

97-018   It was moved by Shirley Dupps and seconded by Ginny Ramsey to approve the minutes of the February 20, 1997, meeting. Vote: Hall, aye; Pitchford, aye; Dupps, aye; Reed, aye; Towner, aye; Little, aye; McDonald, aye; McDavid, aye; Ramsey, aye; Porter, aye; Kennedy, aye; Horner, aye.

Microfiche for the months of January and February was distributed to each Advisory Committee member. A concern was raised on the quality of microfiche recently reviewed by Southwest Licking. LACA will look into the original copies and report back to the Advisory Committee.

The Governing Board update included LACA's training schedule on Mondays from 2:00 - 5:00 p.m. and the new rate charge effective April 1, 1997, for installing and supporting workstations to LACA's network. FY98 Fiscal Administration / EMIS Goals were presented and discussed in detail. Shirley Dupps moved and Norm Kennedy seconded

97-019   to accept the priorities and goals as presented:
    #1 - On-going support of existing applications
    #2 - Development of Personnel system
    #3 - Efficient use of state software program enhancements
    #4 - UDMS Report writer
Vote: Dupps, aye; Kennedy, aye; Hall, aye; Pitchford, aye; Reed, aye; Towner, aye; Little, aye; McDonald, aye; McDavid, aye; Ramsey, aye; Porter, aye; Horner, aye.

The state software update included information on POSCN, the notice that no new enhancements will be added to PORQ and the notice that no new enhancements or bug fixes will be provided for POPROC. LACA will provide training on POSCN when the program has been modified to do on-line requisitions. UDMS documentation was distributed and e-mail will be sent when the software is available for use. A new UDMS report was included in the state release called VENDORS. The update also included the CHKPRT program which must be run by the same user during a payroll run, the distribution of a GAAP document listing reports to run at fiscal year end, the notice that USPS is year 2000 compliant and a discussion on SETBAL. LACA was instructed to put a statement together for the Treasurers to sign at the next meeting to make the SETBAL program available if the program is not released as a state software program. A problem was reported with the BENEMP program multiplying the vacation balance by the daily rate on every job for an employee. LACA will look into the report.

Other items included the distribution of updated Reflection licenses, agreement by all that the current license agreement by date was sufficient, and a personnel software update. Dublin has printed salary notices with the software and LACA will begin the conversion of Newark's records as soon as the latest release of the software is received from Bob Snyder. Survey responses on PC training for the

Treasurers was reported and included only 6 interested districts. It was agreed upon by all that a majority of the districts need to participate in order for LACA to offer classes. Newark also stated that they are offering classes and will look into the possibility of opening up their classes to the other interested Treasurer office employees. INFOSource Seminar-On-A-Disk programs were again discussed as an alternative to training classes.

Unfinished business included information on LACANet and the policies as approved by the LACA Technology Advisory Committee.

There was no new business.

The next meeting was scheduled for June 5, 1997, at 9:00 a.m. EMIS, STRS Advance and year end accounting procedures will be covered at this meeting.

97-020   It was moved by Ginny Ramsey and seconded by Shirley Dupps to adjourn the meeting at 11:15 a.m.

Reported by,

Sandra Mercer
LACA Director