Licking Area Computer Association

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held October 16, 2014 convening at 9:08 a.m.

The following members answered present to the roll call: Sheila Lewis for Ben Streby, Robert Ogg, Lottie Fisher, Mike Sobul, Brad Hall, Trent Montgomery, Lew Sidwell, Jeff Anderson, Tonya Mickley, Rowena Kyle for Britt Lewis, Kim Moyer, Mindy Sturm for Rick Jones, Julie Taylor and Jon Bowers.

Tammy Woods, Glenna Plaisted, Nicholas Roberts, Dave Chambers, Judy Stahl-Reynolds, and Ryan Smith could not attend.

Melody Hewitt and Mary Myers were also in attendance.

15-001   It was moved by Mike Sobul and seconded by Lew Sidwell to approve the minutes of the June 12, 2014 meeting. A vote of approval was taken.

State Software

EMIS Update
Mary went over the process to load the 5 Year Forecast and submit it to ODE. The initial submission of the 5 Year Forecast is due October 31. She also gave an update of the other reporting periods currently open with EMIS.

USAS/USPS Update
Melody presented an update of the State Software Re-write. 100% of all valid data is now being imported into the new version. All of the programs that are loading data into State Software now, such as Kiosk and AESOP, will be supported in the rewrite. Dave Smith stated that they should be ready for Release Candidates late Spring or Summer.

Little Known/Used Options
Melody included a sheet of little known or used options of State Software. She asked that each person rank their interest in knowing more about the options, 1 being little interest and 5 being very interested. She will tally the interest in each area and these options will be discussed at later meetings.

Current Fiscal Projects

Requisition Approval Manager (RAM)
Chad stated that the new version of RAM is ready to be released. Jeff Anderson stated he was concerned that the "Approval All" button had been removed from the requisition approval module. Mike Sobul agreed stating it is hard to hit the little approval button on each requisition when you are approving on your phone. Chad is going to look into how the approve all and approve one at a time features can both be supported.

Employee Kiosk
A document was included in the meeting packet that listed all of the fiscal programs each district is currently using. If this list is not correct, please let Melody know.

Governing Board Update

 See attached document.

Election of Officers

15-002   Brad Hall nominated Julie Taylor as Chairperson. Jeff Anderson seconded the nomination. A vote of approval was taken.

15-003   Brad Hall nominated Rick Jones as Vice-Chairperson.   Jeff Anderson seconded the nomination. A vote of approval was taken.

15-004   Brad Hall nominated Ben Streby as Governing Board Rep. Jeff Anderson seconded the nomination. A vote of approval was taken.

Unfinished Business

Upcoming Meetings and Training
 Vendor Cleanup – Oct 21, 2014
Payroll Calendar Year End Workshop – December 5, 2014
Fiscal Advisory Calendar Year End – December 5, 2014

New Business

Application Tracking
Melody offered to schedule a demonstration of Application Tracking Software. No one was interested in this.

Email Salary Notices
This year two districts sent their annual Salary Notices to their employees using email. It was very easy. This will be available to all districts at fiscal yearend.

Treasurer's Retreat
Jon and Julie talked about reviving the Treasurer's Retreat this year. There was interest from a number of treasurers.

Next Meeting
The rest of this year's meetings will be December 5, February 19, April 17, and June 11.

15-005   It was moved by Jeff Anderson and seconded by Mike Sobul to adjourn the meeting at
         10:40 a.m.

         Reported by,

         Melody Hewitt
         Fiscal Coordinator