Licking Area Computer Association

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held April 18, 2019, convening at 9:07 a.m.

The following members answered present to the roll call: Ben Streby, Mike Sobul, Karl Zarins, Julio Valladares, Glenna Plaisted, Todd Griffith, Lew Sidwell, Kellie Breehl, Britt Lewis, Mindy Sturm for Rick Jones, and Julie Taylor.

Rob Ogg arrived at 9:12 a.m.

Lottie Fisher, Zach Niblick, Jo Lynn Torbert, Dave Chambers, Judy Forney, Ryan Smith, Kim Downs, and Chad Carson could not attend.

Brenda Keller, Dawn Ball, Holly Orr, Stacy Johnson, Jordin Smiley, Sharon Lawley, Dean Reineke, Mary Myers, Pat Zelei, and Kari Snyder were also in attendance.

19-010 It was moved by Glenna Plaisted and seconded by Mike Sobul to approve the minutes of the February 21, 2019 meeting.

Hot Topics

Kari introduced district staff who then spoke about their personal experiences with their software conversions and how using different fiscal software has impacted their daily processing.

What eFinancePLUS has done for our district

Todd Griffith and Jordin Smiley of Licking Heights Local Schools spoke about PowerSchool eFinancePLUS.

What Redesign has done for our district

Sharon Lawley of Elida Local Schools spoke about State Software Redesign.

EMIS & Reporting Update

Five Year Forecast

Mary presented that the mandatory submission of the Five Year Forecast is due May 31, 2019. Instructions were emailed out with the agenda for updating, exporting, and loading the file into the Data Collector for submission. If you have questions, please call for assistance.

CRDC Reporting

Mary also presented that the Civil Rights Data Collection (CRDC) was still open and that there are instructions to get the financial data out of the Data Collector to assist with some of the elements requested.

Catastrophic Cost

Mary stated that several districts went to a workshop on completing the new version of Catastrophic Cost reimbursement. If districts have issues getting the reports recommended to assist in this process, please contact LACA.

State Software

CLOSEWEB Update

Kari explained the recent change that was made to the CLOSEWEB program in Reflection based on discussion at the February Fiscal Advisory Meeting. CLOSEWEB will now prompt you for a number of hours that you wish to disable USASWeb, USPSWeb, and Kiosk. You can enter any number of hours 1 through 8, or it will default to 2 hours if left blank. Services will be restored after the number of hours entered, or if you are finished earlier, you can run OPENWEB to allow access immediately.

Fiscal Year End Things You Can Do Now

Pat reviewed steps that the fiscal office can perform now prior to fiscal year end. These steps include updating the district & building information, validating accounts, updating EMIS fund categories and uploading next fiscal year's proposed budgets. Once the new fiscal year budgets are loaded, future purchase orders for the new year can be processed; however, the batch will need to be posted after the fiscal year is closed.

Current Fiscal Projects

Requisition Approval Manager (RAM)
Kari asked if attendees had any questions or recent issues with RAM. There was no discussion.

Kiosk
Kari reminded Treasurers that the MCOECN invoices each ITC for total active Kiosk users annually. The MCOECN will be invoicing for FY20 on April 30, 2019. It is advised to review active users and delete any users that should no longer have access. User accounts that are deleted can be reactivated if needed in the future; however, while the account is deleted, the user cannot log in. This protects user information in addition to reducing costs. To assist in the review process, Kari is emailing each district a list of current users compared to their last activity date and last paid date.

Kari stated that programmers are currently working to upgrade Kiosk to a supported version of Oracle. State Support is starting to test the upgraded software with the expectation to share a roll out schedule soon. In addition to increasing security, the upgrade will also provide a few enhancements.

The Kiosk Advisory Committee has started reviewing enhancement requests and determining which requests will impact the most users. The MCOECN is requesting cost estimates for the highest ranked enhancements so that the committee can prioritize them at upcoming committee meetings.

PowerSchool eFinancePLUS
Kari provided an update on the status of the MCOECN's eFinancePLUS project. The deadline to sign up for Round 7 is April 26, 2019. Round 7 districts will train and convert from July through December 2019.

The session on April 23rd prior to the OASBO Annual Conference is currently full, but you can check on the OASBO website and register if any seats become available. Ohio eFinancePLUS users are also preparing for their upcoming User Group Meeting on May 29th and May 30th.

State Software Redesign
Pat displayed the Redesign map of the districts that are either live or in the process of implementing the Redesign Software. As of April 5th, there were 36 districts, one career center and one ESC that were live on the Redesign across Ohio.

Pat shared that Wave 4 was for the period of August 2019 to November 2019 with a Go Live date in December 2019. LACA hopes that districts consider signing up in the next Wave. Districts were asked to email fiscal@laca.org prior to June 7, 2019 if they are interested.

Pat reminded everyone of the OASBO session dedicated to the Redesign on April 23, 2019; however, similar to eFinancePLUS, the session is currently full with a waiting list.

LACA Director Update

Dean provided an update on some items that Chad discussed at the February Fiscal Advisory Meeting.

Dean mentioned the change that was made to the Hitman idle time. Based on the recommendation made with the SOC-1 audit, users are now warned at 20 minutes and 25 minutes, and then logged out after 30 minutes of idle time.

Districts were reminded that the State is rethinking how the State Software Development Team (SSDT) is funded. This will apply to both Classic and Redesign, and will hopefully allow SSDT to add additional resources as needed. Chad decided to add the possible $0.50 per student Classic/Redesign fee to the FY20 SLA in case this fee is invoiced in FY20. If this fee is not invoiced, LACA will not invoice districts for the amount.

The State Software Development Team will stop supporting and updating Classic in December 2022. Hewlett Packard is ending support for OpenVMS in October 2021, so this could cause issues to arise sooner. This creates a challenge for all districts statewide, so LACA must start focusing on getting districts converted in the few remaining waves between now and then.

Dean also mentioned that PowerSchool will be providing a Student demo followed by an eFinancePLUS demo on May 14th. Per discussion, LACA will schedule a Redesign demo in May as well. Details will be emailed to users.

Unfinished Business

Treasurer's Retreat

Julie Taylor will be working with Chad to send treasurers a survey about dates and locations for the next retreat. Discussions will continue at future meetings.

New Business

District Discussion

Kari asked if any attendees had any other topics to discuss. There was no response.

Upcoming Meetings

Kari reminded Treasurers about the pre-sessions at the OASBO Annual Conference.

She also mentioned the following LACA meetings that are scheduled before fiscal year end:

USAS Roundtable – May 9th
New Contract & Salary Notice Training – May 22nd
USPS Roundtable – June 3rd
FYE Open Lab – June 3rd

Next Fiscal Advisory Meeting

The next fiscal advisory meeting is scheduled for June 13th.
Fiscal advisory meetings for the next fiscal year are scheduled as follows: October 17th, December (TBD), February 20th, April 16th, and June 4th.
The Combined Governing Board meeting is scheduled for September 5, 2019.

19-011   It was moved by Britt Lewis and seconded by Lew Sidwell to adjourn the meeting at 11:40 a.m.

Reported by,

Kari Snyder
Fiscal Support Coordinator