

Meeting Notes

ESC/PAC Meeting

Date: 20 March 2014

Time: 10:30 A.M. – 12:00 P.M.

Location: EBS Conference Room



Presentation

Discussion Topics

- EBS Updates: Satish Nath updated the ESC/PAC on the status of EBS's current projects. Jane Kingston provided an update on the CAFR/Caseware project.
- Status of Tickets and Change Requests: Satish showed the status of open tickets by module, bureau, and functional area. The number of tickets has been decreasing. Tracey Letmate followed with a description of how the Change Request process has evolved and asked for input on what bureaus would like to see. Among the suggestions and requests were:
 - Information about the old Change Requests
 - More detail on how to bureaus can track their own items
 - Would like information monthly – or quarterly if there isn't sufficient change to warrant monthly reporting
 - Status should include where the Change Request is in the process. Configuration? Testing? On hold? What is the Change Request's priority?
 - A link to an online resource and a monthly reminder to look
 - A Change Agent said that she'd like daily updates.
 - Reports should be by module and bureau to allow PAC to follow up
 - Individual tracking should be available with detail
 - Would like visibility into other requests to see potential global issuesTracey will return in April with suggestions about how reporting can be accomplished.
- Spending Plans for Internal Orders: Chan Aaby described this new project and distributed the relevant data sheet.
- SAP: Tim Gibson and Art Dorfman of SAP America talked about new SAP ideas and implementations.