

Meeting Notes

PAC Meeting

Date: 21 May 2015

Location: EBS Conference Room



Presentation: <https://www.portlandoregon.gov/cao/47079>

Discussion Topics:

1. EBS Governance Structure

Ken Rust explained that the EBS Governance Structure was being revised because the City was now looking at implementing more modules and there was a need for a revision of policies and procedures to apply to the expansion of SAP. The revised structure would provide a means to become more disciplined about intake of requested functionality, get the right things done at the right time and make sure stakeholders understood the queue.

Betsy Ames explained the new governance documents and structure for EBS, PAC and as needed Ad-Hoc Committees. Betsy requested that any comments on the documents be sent to her.

2. Government Transparency

Ken Rust introduced the Vendor Payment Checkbook as a first step towards government transparency. Per OSPIRG's report spending data is primarily what the City lacks. The website will provide data to the public on what has been paid to vendors. It will be updated once a month and is searchable by vendor name, bureau, fund, and GL account. City attorneys are determining what data needs to be masked.

Phil Marchbanks, of EBS, provided a demo of the Checkbook and Kelly Ball described how the public would access the site, on-line aids for using the site, and how calls would be handled.

3. New SAP Functionality

Michelle Kirby, City Controller, explained why SAP Travel Management is needed. A survey was done with City travel coordinators that highlighted pain points in the current system. There is a work group looking at options for the City and will present recommendations to PAC.

4. Enterprise Asset Management (Property & Facilities Management), PSCD

Time ran out so Enterprise Asset Management and PSCD will be discussed at the June 2015 meeting.