

Cyborg Meeting Minutes
May 9, 2012

Attendees: Kathy Blank, Wayne Duncan, Debbie Green, Halee Helmer, Pam Mendelsohn, Retha Parsons, Monica Segreti

1. Payroll Processing:

- a) For PA, one person was reloaded (Debra Hope/Pittsburgh); Wayne said Ben may want to test it and will not post until after June 15th;
- b) Government employee eligibility issue regarding services at FNL (i.e. Help Desk, Training). Need to have a designation in the database to indicate who is eligible. Wayne is not sure what we need to do yet; government employees are eligible for services and this needs to be tracked, possibly by location. SAIC-F identifies telecommuters by "Tele" designation; most government and CRL employees at Riverside may not be eligible;
- c) Debbie Green indicated the last pay period of the fiscal year ending September 28th will be a split payroll – weeks ending September 28th & October 5th; Employees changing center numbers an issue for SAIC-F – will have to update Cyborg; Kathy and Wayne will check into the issue;
- d) Life insurance coverage for BAC employees not calculating for some people; need to find a new option – want it at \$35K instead of \$50K for those people depending on what coverage they have; Wayne will look at again test it and send them some options;
- e) SAIC-F is having an issue with one employee who receives additional compensation each pay period based on hours. Due to a Friday 5 PM timecard submission by a part-time employee, Retha said that in the payroll admin process she needs to remember to check it at 5 PM every Friday and to make the correction in Cyborg so it processes correctly on Monday. Wayne will check but thinks the additional comp on all hours if they charge LWOP you've got additional comp there... Wayne will get back to Retha;
- f) Wayne referred to an email between Jim Racheff and Randy Keller regarding online pay voucher security safeguards; He is not sure if it was passed onto Kathy Hoffman. DMS to do in-house for SAIC-F vouchers; Wayne will check with Kathy Hoffman and Debbie will check with Randy;
- g) Quarter- and year-end is complete and all the employees moved. Still some terms for either stock or health reimbursement; done after the last quarter. Wayne asked Monica to contact him if she needs to transfer people back for stock option, health, etc.;
- h) Payroll transmission for week of July 2nd will be submitted on July 3rd.

2. Cyborg 6.0 Update

- a) Some minor issues have been addressed;
- b) Several comments on update running extremely slow when moving from screen to screen or making changes; Wayne doesn't have this problem on his computer but will check it on another computer in C&SS; Wayne has contacted Cyborg and they

have sent him a fix which he hasn't done yet; they suggested he re-install the client with the newer version;

c) Difference in the color of application screens between users – some gray, some green – Wayne will fix the problem;

d) Version 6.1:

- Released the middle of April – 6.1.8
- Wayne downloaded the upgrade and will meet with the C&SS Systems group to set up the environment;
- V6.0 will no longer be supported by the end of the year – although historically these deadlines have been postponed;
- Wayne anticipates that the new W2 requirements will be included in the latest version.

3. TimeWizard & Unanet: The C&SS Systems group would like to retire to TW-02 which was the TimeWizard app server. SAIC-F agreed as long as they will continue to have access to the database.

4. Miscellaneous:

a) Debbie Boyer confirmed that LWOP cannot be combined with another leave in the same day for exempt employees.

b) Wayne will look into the problem that when adjustments are made and the leave is not following – the allocation doesn't move.

c) Will need to pull from Unanet into the new ERP system.

The next meeting will be August 8, 2012, at 9 AM in the Building 362 Conference Room.