

SmartStream Coordination Meeting Minutes September 14, 2004

Attendance: Sophia Bedard; Pete Bostian; Al Butler, Ken Dinsmore, Ed Green, Randy Keller, Beth Kelly, Mel Lambert, Cathy McClintock, Mark Testerman

1. SmartStream Reports: Pete reported that many Access-based Purchasing reports have been converted to be web based in an attempt to reduce the dependency on Access for the reports when we update the application. As a result we can also link items – purchase order and request information – with report data. Additional links such as the vendor will be added in the future. We have also greatly enhanced how the data can be retrieved. Previously reports only allowed retrievals by pre-established criteria, now there is selection capability on the report's key data elements. We have eliminated/combined most of the purchasing inquiry reports and SmartStream activities now access the same report sets. We are working on the end-user signature authorization and travel reports and will probably do some accounts payable reports that are used for inquiry, but the ones used for reference will remain in Access for now.
2. Accounts Payable: Pete reported that we have not had any invoice waiting match issues since the correction patch was applied in July - we think that the patch has fixed the problem and as a result Accounts Payable doesn't have to be careful about processing invoices when the match job is running. We don't know if AP has modified their processing procedures to reflect the resolution.
3. Receiving: We have postponed the bar coded delivery ticket project temporarily since the scanners are being used for the property inventory. We have produced bar codes on the delivery ticket and tested various components of the application.
4. SmartStream Update: SmartStream 7.0 will not be released until spring 2005. This may have an impact on our plan to test this version on SQL Server prior to making a decision on whether to upgrade our HP equipment. We were going to test 7.0 in Microsoft SQL server and know by the end of this year whether it would be our platform, but now the test probably cannot occur until the fall of 2005. We may have to replace one of our HP computers in the interim – our original computer is going off maintenance coverage for some of its key components very soon. We already have pricing. A computer with higher performance than our two machines combined will cost about \$150,000 – approximately one-half what the original machines cost and will utilize half the floor space.
5. Mel noted that last year's year-end process did not take into account the ERS job which caused a balancing issue. Mel will talk to Cheryl to see if we need to stop the ERS job to avoid that happening this year.
6. Pete noted that all the Mali center number descriptions must begin with "MALI-" so they can be connected to the Mali project. There may be another "collaborative" project in South Africa that could involve similar processes.

The next meeting will be held Tuesday, October 13, 2004, at 9 AM in the Building 362 Conference Room.