

SmartStream Coordination Meeting Minutes July 6, 2005

Attendance: Sophia Bedard; Pete Bostian; Ron Brown; Donna Follin; Ed Green; Cathy McClintock, Jim Racheff, Mark Testerman

1. New HP Computer System: Pete reported the new computer is up and running with SmartStream installed. They are going to complete testing over the next couple of weeks and put it into production near the end of July - as soon as procedures to update the clients and systems that access the data are completed. The computer appears to run SmartStream 2-4 times faster than the old computer; back office operations are substantially faster - backups have been reduced from two hours and 40 minutes to 12 minutes. Pete noted that we expect to upgrade to SmartStream 7.0 in the fall.
2. Requisition Load for Service Contracts: The system was checked out and the CMS system has been or is being modified so that as service contract requisitions are finalized a file will be created of the data. The data will be exported and loaded into SmartStream as approved requisitions. The first production run will be done either this Friday or Monday.
3. Miscellaneous: Sophia and Donna discussed recent problems in Purchasing with their new copier/printer, as well as their old printer. Pete also discussed the situation between office mates sharing a printer when the computer attached to printer is turned off when one employee is absent.

The next meeting will be held August 3, 2005, at 9:00AM in the Building 362 conference room.