

SmartStream Coordination Meeting Minutes
April 5, 2006

Attendance: Sophia Bedard, Pete Bostian, Ken Dinsmore, Cindy Farling, Ed Green, Mel Lambert, Cathy McClintock, Karen Toms

1. SmartStream Version 7.0: Pete reported that they have been working with Microcomputer Support to try and use the Marimba software installation program for remote installation of version 7.0. The first attempt failed and MCS is continuing to work on developing a remote install for 7.0. Once that is working, we will be ready to move 7.0 into production. A discussion followed on how licensing was implemented in 7.0; Pete noted that apparently only warnings are issued if the licenses are exceeded, but they will look into it in more detail.
2. Web Reports: Pete noted that due to numerous complaints about the web-based replacement report, the Access-based multi-year purchase order report has been restored to production. He also reported that a new SmartStream activity will be established so that accounts payable can test a group of web-based AP reports. He pointed out that if a web-base report column heading is in red, you can sort the report by that column by clicking on the heading and if a report data element is in red, you can access details on the data element by clicking on it.
3. PCard Vendors: Mel said that Kathy Hoffman has asked that the vendor files be cleaned up – she inquired as to whether vendors needed to be in both SmartStream and in Pcard. Pete noted that SmartStream is the system of record for vendors and only the vendor name and ID needs to be in Pcard. Lengthy discussion followed regarding the number and variation of vendor names.

The next meeting will be held Wednesday, May 3, 2006, at 9 AM in the Building 362 conference room.