

Cyborg Meeting Minutes  
March 8, 2006

Attendance: Ellen Banky, Pete Bostian, Ken Dinsmore, Wayne Duncan, Cathy McClintock, Pam Mendelsohn, Jim Racheff

1. Payroll Processing: Wayne reported he has transferred terminated employees from the active companies to the corresponding terminated companies for all companies but SAIC. SAIC terminated employees will be transferred once all the prior year's flex spending accounts have been closed. Wayne has tested a new stock vesting HED for SAIC. SAIC is transferring their employee stock system from corporate management to the Mellon Bank and are requiring that stock purchase data be extracted from the payroll system for direct transfer to the bank. Pete wondered why SAIC corporate was not doing the data transfer since C&SS was recently required to provide SAIC corporate with extracts from each payroll. Wayne noted that they failed to specify in their extracts enough detail to satisfy the bank's requirements. Wayne reported that SSA has received year-end files for SAIC and DMS.

2. Cyborg Updates: A new tax bulletin (03) affects California and will be applied to handle the single California resident SAIC employee. Wayne reported the Version 5.2 is expected to be released this spring. Wayne has been unable to reach the client account manager but will be ordering the upgrade.

3. Time & Attendance: Ken Dinsmore reported Kim McLean will be administering the system for SAIC and will be handling entry of employee data, transfers, deletions, additions, etc. Debbie Green will take care of activities and projects and he will continue to take care of department structures and resource codes. Ken noted they are extremely pleased with the reports Pete and Ed Green created for SAIC that include a report listing the differences between TimeWizard employee data and data maintained by the Cyborg system; and a time sheet status report which summarizes the status of employee time sheets, lists the employees, their time sheet status and total hours, and permits drill downs to department approvers and employee detail time entries. Ken will be continuing training with Kim and Debbie and hopes to go live soon.

A discussion followed on the support provide by LaborLogix, the TimeWizard vendor. It is basically non-existent and problems reported to them with the application have been dismissed as "features" not program bugs.

4. Miscellaneous: Jim Racheff reported that we are going to migrate the old time entry system to the NIH-CIT since the DOIM mainframe is going to be shut down October 1, 2006. Wayne noted that we use a Dyl-280 program to produce the control records that drive the time entry system and that that program was not available at CIT.

The next meeting will be held Wednesday, April 12, 2006, at 9 AM in the Building 362 Conference Room.