

## **Cyborg Meeting Minutes August 8, 2007**

Attendees: Ellen Banky, Pete Bostian, Wayne Duncan, Ann Heller, Halee Helmer, Pam Mendelsohn, Retha Parsons, Monica Segreti

1. **Cyborg Updates:** Wayne reported that there was one update but it does not affect us. Pete noted that we started installing Version 5.2 but had to stop until a new COBOL compiler was received. He expects to have it installed for testing by the end of September. Ann asked if it had to be placed into production at a particular point in the processing schedule (quarter-end for instance). Wayne replied that was not necessary and it would be placed into production after a normal pay run. Pete noted that since FILE2 conversions were required, old data files will not be able to be read with the new version.
2. **Payroll Processing:** Wayne noted that he created a CD for Charles River containing all their payroll reports in PDF format. They will no longer require access to the secured payroll directory when they move off site.
3. **WISCO Bank Change:** Wayne reported that he is working on changing the transmission procedures to accommodate WISCO's bank change from F&M to the PNC Bank.
4. **Time & Attendance:** Pete reported on an interface C&SS implemented between their leave request application and TimeWizard. Approved leave requests for vacation and sick leave are automatically entered into the employee's time sheet. Employees will not be able to forget to enter leave – although they can delete or change the automatically entered hours.

Ann asked about the ability to expand the web reports available to selected TimeWizard administrators to the general employee population, particularly for access to pay advices. Pete noted that was what the TimeWizard modification was to enable. However, we have received no response from LaborLogix since we requested pricing for the mod in March 2007. Ann also asked about adding new web reports for the administrators. These would replace or augment existing Access reports. Wayne and Pete said that they would like to look at the reports first and then would be better able to determine if they can be incorporated into the web reports.

Pete noted that LaborLogix's failure to support and upgrade TimeWizard should be a major concern for SAIC-Frederick due to the large number of their employees that have to use the system. Client computer software changes could make the system inaccessible for users and administrators in the future and there would be no resolution available; if an application error or bug arose that

made the system unusable, they would be in a similar situation. DMS has already experienced an instance where the administrative module no longer worked after software was updated on an employee's computer. Fortunately we were able to resolve that situation, but may not be able to always do so. He recommended that they initiate the processes to procure a replacement.

5. Miscellaneous - Wayne noted that several new tables were added to WayneMart. These tables support data from the 43-SCR, 05CSCR, and 32-SCR forms.

The next meeting will be held Wednesday, November 14, 2007, in the Building 362 Conference Room.