

Cyborg Meeting Minutes
November 19, 2008

Attendees: Ellen Banky, Pete Bostian, Wayne Duncan, Debbie Green, Pam Mendelsohn, Monica Segreti

1. Wayne reported on the following items:
 - a) Payroll Processing: Wayne reviewed the payroll processing schedules through January, 2009:

Payroll for 11/28: ACH transmissions will be done on Tuesday, 11/25;
Payroll for 12/26: If 12/26 is a holiday then payroll will be processed on Thursday, 12/18 and the ACH transmission will be done on Tuesday, 12/23;
Payroll for 1/9: Normal processing;
Payroll for 1/23: Normal processing.
 - b) C&SS is investigating the processes required to provide on line pay vouchers for SAIC and Wisco (DMS already has this capability).
 - c) The labor history data was archived through FY 2005.
 - d) C&SS received the 2008 W2 forms and envelopes and there were no format changes from the 2007 form.
2. Cyborg Updates: There was a Maryland tax update applied, but it only affected employees earning more than \$1,000,000/year.
3. Time Wizard: Debbie Green asked about the status of purchasing the Time Wizard source code. Pete reported on the trip that he, Wayne and Jim took to SOA Logix to review exactly what we would be purchasing if we decided to buy the code. He noted that a report was sent to Randy Keller summarizing our findings.

Debbie also asked where C&SS could update the dates in the timesheet rules for the next calendar year. Pete reported that they can since they currently do for DMS and Wisco. Pete will let Debbie know when the rules have been updated.
4. Miscellaneous: Wayne reported that he has downloaded the Cyborg conference presentations to the public Cyborg documents directory (n:\Cyborg\Cyborg50\Cyborg doc\CUA\2008Fall).

The next meeting will be held Wednesday, February 11, 2009, at 9 AM in the Building 362 Conference Room.