



## Dates to Remember

### December 2012:

- ◇ CA\$HLINK II turns off
- ◇ PCC OTC turns off
- ◇ Manual SF 215 processing no longer available

## Meet Your FMS Team: Leaders Behind OTCnet



Left to Right: Reginald McKinney, Bonnie Ray, Angela Smith

The OTCnet program is comprised of a large team that diligently works to ensure OTCnet continues to meet agencies' over the counter needs. Agencies often interact with the Customer Service and Deployment Specialist teams; however FMS has a team behind the scenes your agency may not have had the opportunity to meet yet. Three key members of FMS's OTCnet team are Bonnie Ray, OTCnet Program Manager; Reginald McKinney, OTCnet Business Lead; and Angela Smith, Financial Program Specialist. They each play a key role in the planning, designing, and developing of the program.

Their diverse professional backgrounds have contributed to the success of OTCnet. Ms. Ray, who joined FMS four years ago, has a systems engineering background in developing and has implemented large projects for companies such as AT&T and HP. Prior to joining FMS 10 years ago, Mr. McKinney worked in the Commercial Banking at Electronic Funds Transfer (EFT) program. Mrs. Smith, who joined only eleven months ago, served in the US Air Force for 23 years in the Financial Management career field. Ms. Smith used Treasury programs such as CA\$HLINK and PCC OTC which helps her understand the OTCnet program and the needs of your agency.

Together, they work together with the common mission of ensuring that OTCnet meets your agency's needs. As the OTCnet Program Manager, Ms. Ray oversees the planning, designing and implementing of the program which includes future enhancements and operations. She has been involved with developing OTCnet since its inception and previously worked on OTCnet's legacy system, PCC OTC. Reginald McKinney has also been involved with OTCnet since the beginning. Like Ms. Ray, he also began his FMS career supporting the PCC OTC team. Ms. Smith's primary role is to develop and implement a conversion schedule/plan and manage the overall OTCnet roll-out to all federal agencies.

Just as agencies have had several milestones throughout the conversion process, so have these FMS team members. Some of their personal greatest accomplishments have been the ability to successfully implement the new OTCnet system for both Online and Offline and converting all TGANet users to OTCnet in March, 2011. They enjoy working with agencies to improve over the counter collections. They are honored that they are able to contribute towards the program and help agencies throughout their conversion process. As such, they take pride in the positive feedback they hear from agencies regarding the system.

Without their hard work, careful planning, and diligence, the large-scale conversion to OTCnet could not have occurred. In the coming months, their continued dedication will ensure success as we convert and onboard new agencies and financial institutions to OTCnet.



### Did you Know . . .

- ◇ ...that the Panini scanner, depending on the model type, can scan up to 100 checks per minute
- ◇ ...all scanned check images are stored in OTCnet for up to 7 years or longer
- ◇ . . . latest system release, OTCnet Release 1.2.2 provides improved online and offline check capture

## Featured Links

### OTCnet Training

[www.fms.treas.gov/otcnet/training.html](http://www.fms.treas.gov/otcnet/training.html)

### OTCnet System Requirements

[www.fms.treas.gov/otcnet/OTCnet\\_SysReq.pdf](http://www.fms.treas.gov/otcnet/OTCnet_SysReq.pdf)

### OTCnet Login

[www.otcnet.fms.treas.gov](http://www.otcnet.fms.treas.gov)

## CA\$HLINK II and PCC OTC Conversion

Agencies' CA\$HLINK II and PCC OTC conversions to OTCnet are successfully underway. If your conversion has not begun, we want to ensure your agency is prepared. Please visit our website at [www.fms.treas.gov/otcnet](http://www.fms.treas.gov/otcnet) for conversion information and requirements. For those converting from both PCC OTC and CA\$HLINK II, conversion will occur in a single, integrated process. If your agency has not received its conversion date, please contact Angela Smith at 202.874.4080. For any other questions, you may reach the OTCnet Agency Adoption Team at 703.377.5365.

### Important Conversion Dates to Remember:

- ◇ Now– Oct. 2012: PCC OTC and CA\$HLINK II Agencies convert to OTCnet
- ◇ Dec. 2012: CA\$HLINK II and PCC OTC are turned off  
Manual SF 215 process no longer available

# OTCnet Connect

## New on the OTCnet Website

- ◇ *Tips for Successful OTCnet Conversion*

## Upcoming OTCnet Releases . . .

- 2011: 1.2.2
  - 2012: 1.2.3, 1.2.4, 1.3
  - 2013: 1.4
- . . .to improve your over the counter collections**



## OTCnet System Requirements

- ◇ *Internet Explorer 7 or 8*
- ◇ *Windows 7, Vista, XP*
  - ◇ *Java 1.20*
  - ◇ *32 Bit operating System*

*Remember to inform your IT specialist about them!*

## Contact Us

**Telephone:**  
(703) 377-5365

**Customer Service:**  
(866) 945-7920

**Email:**  
FMS.OTCInformation@citi.com

## Getting Ready for Your OTCnet Conversion

Has your OTCnet conversion been scheduled? Are you wondering what you can do now to prepare?

There are several things that your agency can do now to prepare for your conversion. Early planning will help ensure your conversion occurs in a smooth and timely fashion. It will also help your agency begin to think about how OTCnet will be used on a daily basis after your conversion is complete. We recommend your agency begins to take a look at four key areas below to prepare.

**Commit your time.** In general, the conversion process will be less time consuming for your agency if you can commit a concentrated period of time to your conversion. While the OTCnet conversion is not labor intensive, the more involved your agency, the faster your conversion will be complete. Remember, your agency will have a dedicated Deployment Specialist to assist you through your conversion process. Your partnership with them will also help to expedite your conversion.

**Start to Understand OTCnet's System Requirements.** OTCnet is a web based application with certain system requirements. We recommend going through the Systems Requirement document with your agency's Information Technology (IT) or technical point of contact. While reviewing the document, pay particular attention to Operating System, Internet Explorer, and Java versions. Reviewing this document and establishing a relationship early with an IT or technical contact will help your agency complete important conversion tasks.

**Establish key points of contact** for your agency's OTCnet conversion, and involve all stakeholders in the initial meetings with your Deployment Specialist. In addition to establishing a key IT or technical point of contact, we also recommend key contacts at any locations that will be using the system.

**Learn about OTCnet Roles** as early as possible. We recommend reviewing the OTCnet roles to figure out which users will need access to the system and which functions each of these users will need to perform. The OTCnet User Roles Guide provides detailed information

## From the Desk of the Deployment Specialists



Bridget Garraty,  
OTCnet Deployment Specialist

Here are some questions we've received from agencies.

### 1. Can we use our conversion to OTCnet to change some of our PCC OTC settings?

During the conversion, we will work to ensure that all PCC OTC settings migrate over to OTCnet as they appeared in the legacy system. Therefore, your agency will not need to make any changes to your PCC OTC settings. Once your conversion is complete, your agency will be able to go into OTCnet to alter your settings and configurations.

### 2. What is the CIRA CSV Report?

The CIRA CSV Report is the Comma Separated Value document provides a line item with detailed information about all check transactions. There are minor additions and changes to the OTCnet CIRA CSV report from the PCC OTC CSV report. If you have been using this report in PCC OTC, please contact Customer Service or your OTCnet Deployment Specialist for more information on the changes.

### 3. Does OTCnet support Java versions besides Java 6 Update 20? Are there plans to support future Java versions?

Java 1.6.0\_20 is the only version tested for compatibility with OTCnet. Please look for updates on the OTCnet website about future upgrades.

Have a question you want a Deployment Specialist to answer? Submit it to [FMS.OTCDeployment@citi.com](mailto:FMS.OTCDeployment@citi.com)

*Reach a Deployment Specialist at  
[FMS.OTCDeployment@citi.com](mailto:FMS.OTCDeployment@citi.com) !*

about the various Check Capture and Deposit Reporting roles. If you are converting from PCC OTC, the Users Role Guide will help you figure out what a comparable PCC OTC role will be in OTCnet. You can review the User Roles Guide at [http://www.fms.treas.gov/otcnet/OTCnet\\_user\\_roles\\_guide.pdf](http://www.fms.treas.gov/otcnet/OTCnet_user_roles_guide.pdf)

To learn more about OTCnet and ways to prepare, please visit the OTCnet website at [www.fms.treas.gov/otcnet](http://www.fms.treas.gov/otcnet).