



Financials Focus Group (FFG) AGENDA

Date:	August 11, 2017
Time:	11:00 a.m.
Location:	Research Pavilion, Room-302
Facilitator:	Rebecca Vilsack
Minutes:	Mark Wray

----- Agenda Topics -----

1. Review and approve the June 2017 FFG meeting minutes
2. **Continuing Business –**
 - Update on composite fringe benefit rates (F&A website)
3. **New Business –**
 - Assistance with recording accounts payable related accruals (Brad Hodum)
 - Alert for Departments/Projects that need a property custodian (PCT)
 - New F&A and Financials websites
 - Instructor-led training schedule
 - Open discussion
 - Reminder to users to update the PRC Details page on the DAL whenever a requester leaves or transfers departments
 - Ask that any requester who has created a blanket PO notify Vendors Payable (either AP or Travel), so that F&A can add a date of 6/30/18 to it. And users should add that date for every blanket they create moving forward.