

April 3, 1997

MEMORANDUM

To: Dennis Stropes
From: W. David Wimberly
Copy: ISM-L
Tom Dorre
Subject: March Status Report

Payroll

The Payroll Adjustment (PADJ) and Extra Pay (XPAY) functions were upgraded to work with the new Payroll-Detail file. This required XPAY to be altered to create multiple payment records vs multiple payment occurrences within the same record. All three supplemental pay online functions (SUPP, PADJ, and XPAY) were tweaked and tuned based upon testing and feedback from Becky and Jennifer. These functions along with the rest of the online *Payroll* application were moved to DEMO and setup for testing and training. Two more changes have subsequently been identified that will need to be made.

1. The budgetary unit on these records will need to act as the check distribution BU when this is the only pay source for an employee in a payroll. Since it is currently modifiable it should be validated against the ML25 table so that MSA's levels 3, 4 and 5 can be determined (an action to be performed in the new *Pay Interface*). The alternative is to not permit it to be modified and use the Allocated-BU from PSB (which has already been checked against the ML25), or the Hourly-Check-Distribution-BU when the employee is not in a position.
2. The compensation period for supplemental pay requests needs to be restricted from spanning fiscal years. It is probably a design error that we built the Payroll-Detail file using the Legislative Title Code. Since this value changes with each biennium, we would need two different values for the periods of time falling in the two fiscal years. The simplest solution at this point is to not permit supplemental pay compensation periods that cross a fiscal year.

The following activities were performed related to the *Pay Interface* (my new name for the old *black box*).

1. I reviewed and provided feedback on two drafts of the *specs* regarding what has to be feed to MSA and Labor from our new pay sources.
2. I built a record format (EPLPI) to contain all data necessary for paying employees, populating Labor, and feeding accounting.
3. I developed a main program (EPBPIGP) to be executed for each payroll. It accepts and validates parameters defining what payroll is being executed, calls subprograms that generate pay records for employees, calls the subprogram (EPNPIMEM) to do additional coding of these pay records and generate MSA transactions, and sets the status for the payroll on PCAL to *extracted*.
4. I developed a subprogram to read PSB's Positions and generate Pay Interface records for the employees that are to be paid on the designated payroll (a monthly payroll or the end of academic year payroll). This uses the pay calculation routine developed last Fall and produces a report of anyone not paid because they were designated as being on leave without pay.

5. I developed a subprogram to read Supplemental Pay's Payroll-Detail file and generate the pay records for employees designated to be paid on the particular payroll. This program still needs to be enhanced to produce any requested MSA DOE overrides, and to generate MSA adjustment transactions for that special payroll.
6. I developed a subprogram (EPNPIMEM) to (a) merge data from the Employee file (i.e. SSN and Level 2) and MSA (federal employee identification) into the Pay Interface record; (b) determine student status and thus the Comp Type and FICA exemption; (c) determine the check distribution coding and generate MSA transactions to set it; (d) check MSA for alien status as well as federal employee status and use this information in conjunction with student status and existing MSA FICA exemption setup to either change it or leave it alone; (e) complete coding of the compensation type for S, H, O, and W by adding a sequential digit as needed for uniqueness; (f) for hourly pay, check to see if the employee is appointed in order to determine whether deductions should be taken or not; (g) generate MSA transactions to set the Pay-Frequency and Pay-Code as appropriate for the payroll; and (h) generate the appropriate MSA pay transactions (ZT).
7. I developed copy code (UACMATCH) to perform a match/merge process with two files sorted in the same sequence, one of which must be a work file with unique keys.
8. I developed a program (EPBPIMSC) to process MSA's Labor-GLI-Detail file produced by its payroll runs. It categorizes *actual* fringe benefits into the 5 groupings that have been defined, and summarize these actuals and gross pay by employee. Another program will be written to use the match merge logic with this file and the Pay-Interface file in order to verify that MSA paid the correct amounts and to capture the actual fringe benefits for loading to Labor.
9. I developed a program (EPMPIRPT) to report most of the contents of the Pay Interface record in order to aid in testing and debugging.

The issue of the *Insurance Calc* is of utmost concern to our users. This is a COBOL program that recalculates insurance deductions for active employees and generates MSA update transactions to set these deductions when they have changed. It uses all MSA data, data which will no longer be present after the implementation of our new systems. I do not consider this a "pay interface" issue and thus not one of my current responsibilities. However, the users have been unable to focus on the pay interface without knowing what will be done regarding the insurance calc. This Monday, 3/31, David Savage agreed to look at the current program to assess the impact of changing it to use a separate input source, possibly a flat file with data produced from PSB (active employees, titles, salaries, ages, etc.) and MSA (current deductions and plan options).

Labor

I executed the program to convert data from the current Labor-Distribution file to the new Labor-Distribution-V2 file. The Payroll Adjustment function does seem to find the correct data on this file. However, this conversion cannot be properly tested until the access and display programs have been recoded.

Purchasing/AP

I participated in meetings and discussions regarding lists, vouchering, and invoice/payment cancellations. I made and coordinated file changes for POs, Invoices, and payments, and we are now preparing to make further file changes. Changes were made to the Administrative Text Manager to suppress one extraneous warning and to add a warning in another circumstance when data might be lost.

Position Control

I participated in many discussions regarding salary edits and provided support and training to Rhonda in the use of the Legislative Title maintenance function.

Hrly-TS/Leave

I participated in meetings and discussions regarding how to determine hourly rates, employee status, and cost centers from Position data. I also investigated a problem and determined that the Hourly-Weekly-Total file on DEMO was out of sync with the other files.

PREDICT

Regarding the problem accessing screen help text stored on Predict after migration to DEMO and PROD, the Software AG Denver support representative called back with some nonsensical questions that had been posed by the German developer that had been assigned to the problem. I haven't heard anything further after we left each other voice mail messages. If I had a few hours to spare I would say lets scratch Predict and develop our own facility to store and retrieve this text.

Program Generator

I discovered a bug/design fault in the handling of TARGET (TMSF) deletes and have modified the processing rule TA-TXN-REVIEW-STATUS-R3-MSF to address this problem. It has been implemented on TEST and DEMO. If no problems arise, I will likely move it to PROD during April.

General

Other

I continue to provide consulting and assistance to both users and technical team members as requested.