

Data Steward Status Meeting

Tuesday December 15, 2009

10:00 a.m. – 11:00 a.m.

Patrick Henry Conference Room #1

Dial-in Information -1-866-842-5779 conference code - 804-343-9012

- **Status and schedules** for four data standards supporting financial management project
 - **Procurement Vendor** – DGS, DOA and VITA SCM
 - Out for on-line comment 30 days – Jan. 14th
 - Review Schedule
 - **Order to Pay** – DGS, DOA and VITA SCM
 - Owners reviewing data standards package – data model, data dictionary, narrative and implementation guide
 - Review Schedule
 - **Chart of Accounts** – DOA (and DPB) – VDOT has concurred with schedule
 - FM project analyzing COA requirements to software
 - Small COA workgroup to convene for review sessions - end of Jan 2010
 - Akeisha Heard assigned.
 - Akeisha will be assisting DOA with drafting data standards package (narrative, model, data dictionary and implementation guide) – end of Jan 2010
 - Review Schedule
 - **Employee Identification** – DHRM (and DOA, DPB)
 - Scope – required data within PMIS that falls under the category of “employee identification information”.
 - Akeisha Heard assigned
 - Review Schedule
 - **Proposed Data Standard Approval Process to ITIB**
 - CIO approves and provides recommendation to ITIB
 - CAO approves updates to the data standard
- **Audit and Report**
 - CIO and CAO accepted the recommendations of the APA Audit Report
 - Audit Corrective Action Plan being formulated. To be submitted by Jan 1.
 - Report to ITIB and Governor due Jan 1. Schedules will be included in status

- **Administrative Items**

- EAD Data Management Website
 - o <http://vita.virginia.gov/oversight/default.aspx?id=10338>
- Should we eliminate the SharePoint site?
- Meetings for 2010. February, April, June
 - o Owners meeting – Jan 12th and May?

- **Action Items**

- Owner Sign-off on 4 schedules – by 12/18/09