



# ACT Meeting May 11, 2022

|                    |   |                  |          |
|--------------------|---|------------------|----------|
| <b>Zoom Link:</b>  | <a href="https://www.google.com/url?q=https://utah-gov.zoom.us/j/88120110011?pwd%3Dd0tYS-GJrbUhdemxWZHvicT11SDIEUT09&amp;sa=D&amp;source=calendar&amp;ust=1651955831154620&amp;usq=AOvVaw1RMVsEN6T2JZWIOVv7rrfY">https://www.google.com/url?q=https://utah-gov.zoom.us/j/88120110011?pwd%3Dd0tYS-GJrbUhdemxWZHvicT11SDIEUT09&amp;sa=D&amp;source=calendar&amp;ust=1651955831154620&amp;usq=AOvVaw1RMVsEN6T2JZWIOVv7rrfY</a> |                  |          |
| <b>Meeting ID:</b> | 881 2011 0011   | <b>Passcode:</b> | S3R8Ui%0 |

## AGENDA

| Presenter      | Description  | Time    |
|----------------|--|---------|
| Mike Doxey     | <ul style="list-style-type: none"> <li>Greetings / housekeeping</li> <li>Year-end training reminder</li> </ul>   | 8:30 AM |
| Justin Taylor  | <ul style="list-style-type: none"> <li>Project Rise Update</li> <li>3.10 Moratorium</li> </ul>   |         |
| Ally Branch    | <ul style="list-style-type: none"> <li>Travel rate change effective July 1</li> <li>Cash Receipts ICQ due June 30</li> <li>New OSDC Manager</li> </ul>   |         |
| Jonathan Ellis | Chart of Accounts Project Update <ul style="list-style-type: none"> <li>Freeze dates</li> <li>Cutover calendar</li> <li>New consolidations (program moves)</li> </ul>  |         |
| Janica Gines   | <ul style="list-style-type: none"> <li>ESS Travel and any new updates on the new travel system</li> <li>TOPs</li> <li>HB 104 Funding</li> <li>UEI Extension</li> </ul>   |         |
| Lyle Ahlstrom  | <ul style="list-style-type: none"> <li>Payroll/HCM Issues.</li> <li>New Payroll Manager</li> <li>ESS and SAP Training always available on request</li> <li>Juneteenth payroll deadlines. June 17th (prelim) 21st (final)</li> <li>ESS travel: ready for any agency.</li> </ul> |         |

## ACTION ITEMS

| Description | Due Date |
|-------------|----------|
|             |          |
|             |          |

## ROUND TABLE

| Topics                                 |  |
|--|--|
| 1099 Taxability (p-card)               |  |
| Procedures Section of Finance Policies |  |

## OTHER

### Reminders

Fiscal Year-End Resources/training: <https://finance.utah.gov/training/fiscal-yearend-training-2-2/>

### Housekeeping

Whenever possible, ACT will be the 2<sup>nd</sup> Wednesday of the month. As a reminder, this meeting will be recorded and available to view via the Finance Website. Month-end dates and ACT and B&A meeting schedules are posted on [finance.utah.gov](http://finance.utah.gov). Click on the "Help & Training" Section.

FINET is available from 7:00 AM to 8:00 PM - Monday through Saturday, including holidays. FINET may not be available on the 3<sup>rd</sup> Saturday of each month due to system maintenance.

Month-end occurs on the 3<sup>rd</sup> working day of the new month.

|        |   |
|--------|---|
| May 30 | Memorial Day- FINET will be open and a cycle will run |
| Jun 03 | Period 11 FINET Document Cutoff                       |
| Jun 08 | Budget & Accounting Officers Meeting                  |