Mainframe Retirement Subcommittee

Meeting Minutes

August 26, 2010
2:30 PM
Present:

Bill Fluty, Auditor	Rick Davis, Treasurer
Karen Joest, Auditor's Office	Dave Zaldivar, Computer Services
Tim VanCleave, Courts	Kelly Giles, Building Commission
John Staples, Computer Services	

- **Announcements and Updates**

  - On 8/7/10, Computer Services completed maintenance of the VAX that involved bringing the VAX down and back up to install a tape drive for backups.
  - On 8/12/10, Bill Fluty gave an update to the ITAC Board and reported that July 1, 2013 is the projected date for the retirement of the VAX. Plans to work on obtaining funding for the County Financial and Payroll at the County 2011 Budget Hearings.
  - On 8/16/10, Candy Nance of the Treasurer's Office sent an email to Computer Services on errors received on the current Inheritance Tax Program and reporting that the program is not calculating correctly and may affect their quarterly report to the state.
  - On 8/17/10, Matt Arvay asked for funding to follow the City with Tyler Technologies for the County Financial and Payroll applications (MUNIS).

- **Discussion of Tasks**

Task	Assigned to	Completion Date
Update on COBOL Programs Actively Being Used on the VAX ▪ See usage of each application in table attached (Programming Tasks). ▪ The weekend of July 24, 2010, the VAX had maintenance scheduled and was brought down; tape drive was defective; VAX brought down again the weekend of August 7, 2010 to install the tape drive for backups. ▪ On August 16, 2010, the Treasurer reported problems with the Inheritance Tax Program (calculation errors); needs to be fixed for this quarter or new program created in Access; does this need to be moved up on the priority list?	▪ Dave said that the error in the Inheritance Tax Program was a program bug that has been there since 2005; voids not being removed from the total; Dave believes that he can fix and move to Naples; will let us know different if this doesn't work. ▪ Dave was unable to work on any projects on the current project list; said that his priority in programming has been the timekeeping system for the EPD on Zeus; has two programs left to write in COBOL. ▪ Karen asked Computer Services (Dave and John) if the City planned on purchasing timekeeping software	In progress - Hope to have converted and off mainframe by 2012

Task	Assigned to	Completion Date
	for the EPD or were they to continue using Zeus to interface with the UltiPro payroll application; said that the current Zeus application was not reported and is not included in the Programming Task List. ▪ John Staples thought that the EPD was not able to be added to the City's current timekeeping system (UTS or MSI) and that they may be planning to use the new MUNIS software. ▪ Karen and Bill said that they had questioned Tyler Tech and were informed that MUNIS did not have that capability; said that when the Sheriff's Department was implemented to Kronos (County's current timekeeping system) that it involved a lot of special programming to accommodate their work schedule. ▪ Karen said that she would ask Vicki in City payroll.	

Current Project List:
1. **Tax Warrants** (Courts)
2. **Veteran's Exemption** programming for the Auditor's Office.
3. **Veteran's excise letter** for the Auditor's Office.
4. **Voters Registration Street Guide**.
5. **Kronos ASCII interface with UltiPro payroll application** for County departments.
6. **Marriage Licenses** (Courts)

1. Tim said that there was nothing exciting to report; has received the file format from the state and has presented the information to the County Clerk who hasn't got back with him on this; moving forward.
2. Veteran Exemption program and Veterans Excise letter are to be combined into one program; Dave has not been able to work on this.
3. Excise Letter has been combined with Veteran's Exemption program.
4. Dave had nothing to report on the Voters Registration Street Guide; will try to move on to Naples; should be a simple application to apply.
5. Nothing to report on Kronos Interface.
6. Nothing to report on Marriage Licenses.

Set Project Goals/ Cost Analysis Discuss goals, resources and funding to come up with a timeframe for the project and milestones.	▪ Bill reported that Council is aware of the County's need	**July 1, 2013 projected retirement**

Task	Assigned to	Completion Date

Once determined by the group, this needs to be presented to the ITAC committee for approval.
 	
■ On 6/22/10, Tyler Technologies did a County Assessment to project and estimated cost to purchase software for the County.
■ Dependent on approval of money by County Council for 2011 budget, work on contract with Tyler Technologies for the County Financial/ Payroll applications currently on FASBE and UltiPro.
■ At the July 8, 2010 ITAC meeting, Bill Fluty reported that 7/1/13 is the projected completion date for the retirement of the VAX.
■ CIO Matt Arvay went before County Council on August 17, 2010 asking for money in 2011 budget for County to follow with Tyler Technologies on financial, payroll applications; negotiated 57% discount if within 2 years of following the City; projected two years to implement for the County; estimated cost:
    o $575,405 to purchase
    o $160,234.25 annually to lease
	to move off the mainframe; have been presented with options to work with the economy; going to try to fund for 2011; if funded, then it will be up to the next Auditor and the Treasurer to implement MUNIS.
	■ September 8, 2010 is the day that the 2011 County budget is to be adopted; if the money is funded, then we need to set the schedule for implementation.
	■ Tyler Tech said that they had the resources to implement the City and County in tandem; not sure if the resources would be available on our side.
	■ Karen said that the City is planning on using Sequent Consultant Jim Torrence to convert their payroll data from UltiPro to MUNIS.
	■ Dave asked if Karen had been attending the City's implementation meetings; Bill said that the City was not keen on the idea; Karen said maybe she would be allowed to attend when the payroll is implemented.
		date for the VAX.

- Other updates and concerns:
  - Dave and John said that the maintenance on the VAX that was done on 8/7/10 to install the tape drive was more involved than what they had anticipated; ran into scheduling problems due to active programs on the VAX.
  - Bill said that hopefully we can move all the active programs off the VAX and leave the historical data on the VAX for storage.
  - Dave said that he needs to get Zeus retired and moved to Naples as Zeus PC.
  - Dave asked Tim about Ritz on Naples; said that he received a call to allow someone back on Earth; she had said that not all records were moved to Courtview and that they needed access; had emailed Tim to find out what data she can't find; Tim said that he would find out; might need an extra level of review.

Programming Tasks

COBOL Programs Actively Being Used on the VAX

Here is a list of applications that are being used by City/County departments updated by Dave and subcommittee at the meetings:

Yellow - Relatively simple to do

Red Print – Unknown, have not met with the department

Green – Moderately difficult

Red – Very difficult, will need further analysis to come up with a valid time-line

Completed

To be implemented on MUNIS

Department	Usage-Historical or Active	Applications in Use on Mainframe	Programming Hours	Determination by Committee
Burdette Park	A	ASCII Kronos Interface for Payroll	48 man Hours	Dave explained that this is the program that takes the payroll rate file (that County payroll sends) and produces a file that interfaces the Kronos files with UltiPro.
Centre	A	ASCII Kronos Interface for Payroll	Same	▪ This would be added to the tasks currently performed by County Payroll during the interface.
County Assessor	A	ASCII Kronos Interface for Payroll	Same	
County Auditor	A	ASCII Kronos Interface for Payroll	Same	
County Clerk	A	ASCII Kronos Interface for Payroll	Same	▪ Would take 48 hours to program all departments.
County Commissioners	A	ASCII Kronos Interface for Payroll	Same	
County Council	A	ASCII Kronos Interface for Payroll	Same	▪ This was determined by the group to be placed fifth on Dave's programming project list.
County Engineer	A	ASCII Kronos Interface for Payroll	Same	
County Highway	A	ASCII Kronos Interface for Payroll	Same	
County Prosecutor	A	ASCII Kronos Interface for Payroll	Same	▪ On 3/25/10, Dave said that this could possibly be put on CHARON VAX emulator along with other "middleware."
County Sheriff	A	ASCII Kronos Interface for Payroll	Same	
County Surveyor	A	ASCII Kronos Interface for Payroll	Same	
County Treasurer	A	ASCII Kronos Interface for Payroll	Same	▪ On 4/29/10, Dave wants to sit with Karen Belwood and document the process.
			Same	
Voters Registration	A	ASCII Kronos Interface for Payroll		▪ New timekeeping

Programming Tasks

				system to be added to 2011 budget request. On 5/27/10: ▪ Dave said that he did get documentation from Karen Belwood on the Kronos/ UltiPro payroll interface; is more involved than he originally thought. ▪ Karen said that in talking to Tyler about MUNIS, that we may be able to use employee sign-ons to system instead of time clocks; this is dependent on funding being approved by the County Council. ▪ If funding is approved, then the Kronos ASCII interface could be taken off the project list.
Building Commission	H	Building Permits	56 Man Hours	• Dave said that Ben said that this is historical data. • On 3/25/10, Dave said to add Area Plan Commission as a department that would need inquiry access to this database.
Department of Metropolitan Development	H	Building Permits (Inquiry Only)		
County Clerk	A	Child Support Bank Transfer (to ISETS)	32 Man Hours	• Tim met with County Clerk's Office to discuss with Child Support about using AS400; additional steps would have to be performed by their staff. • On 3/25/10, Dave reported that the State plans to no longer use the AS400 in 6 months. • Dottie Thomas of the Clerk's Office to serve on the committee and will report back. • On 4/29/10, Dottie said that she still needs to get with the bank on reconciliation file.
City Controller	A	City Payroll (File Transfer) (Replace with New)		Elizabeth said that this is most likely the UltiPro payroll interface with FASBE; this is to be **replaced with the new system**.

Programming Tasks

City Controller	A	FASBE/Evansville Bond Bank (Replace with New)		
			160 Man Hours	• On 4/29/10, Bill said that Manatron is possibly developing an Excise module. • Bill to talk to other counties to see how they process excise. On 6/22/10 this was discussed at the County Assessment with Tyler: • Adam Sharp said that MUNIS does have both Motor Vehicle and Boat Excise modules being used by other states; need to explore how close these would be to Indiana. • Suggested that an hour WebEx session be set to have the Auditor's staff review. • On 7/23/10, Excise is still being entered in Earth. • On 7/29/10, Dave reported that Excise is being backed up nightly on Naples.
County Auditor	A	Excise Processing Program		
City Controller	A	FASBE/Expenses (Replace with New)		
City Controller	A	FASBE / City (Replace with New)		
Department of Metropolitan Development	A	FASBE / City (Replace with New)		
Purchasing	A	FASBE / City (Replace with New)		
Burdette Park	A	FASBE / County		Recommend new system.
Circuit Court	A	FASBE / County		Recommend new system.
County Assessor	A	FASBE / County		Recommend new system.
County Auditor	A	FASBE / County		Recommend new system.
County Commissioners	A	FASBE / County		Recommend new system.
County Engineer	A	FASBE / County		Recommend new system.
County Health Department	A	FASBE / County		Recommend new system.
County Highway	A	FASBE / County		Recommend new system.
County Prosecutor	A	FASBE / County		Recommend new system.
County Sheriff	A	FASBE / County		Recommend new system.
County Treasurer	A	FASBE / County		Recommend new system.
Public Defender	A	FASBE / County		Recommend new system.
Purchasing	A	FASBE / County		Recommend new system.
Superior Court	A	FASBE / County		Recommend new system.
City Controller	A	General Ledger (Replace with New)		
County Treasurer	A	Inheritance Tax	160 Man Hours	On 6/24/10: Candy said that she didn't think from attending the County software needs assessment with Tyler Technologies on 6/22/10 that they had any programming on Inheritance Tax.
County Assessor	A	Inheritance Tax (View Only)		

Programming Tasks

				- On 7/29/10, Dave reported that they are using Earth to enter data but is backing up nightly on Naples. - On 8/26/10, Dave said that the error in the Inheritance Tax Program that Candy had reported was a program bug that has been there since 2005; voids not being removed from the total; Dave believes that he can fix and move to Naples; will let us know if this doesn't work.
County Auditor	A	Jury Duty Interface with FASBE (middleware)	32 Man Hours	Dave wants to test in the CHARON VAX environment after election checks are distributed in May 2010.
City Controller	A	FASBE/Levee Authority (Replace with New)		MUNIS
Circuit Court	H	Marriage License/Divorce	120 Man Hours	Marriage Licenses are historical; still enter divorces.
County Clerk	A	Marriage License/Divorce	same	- Tim said that the state is currently keying in the old marriage licenses from the Health Department; up to 2006; have 4 years left to enter. On 4/29/10: - Tim said that they are still using the system; no fixed timetable; new licenses going into the state system. - Licenses prior to the state system are being keyed in by hand. - Need to develop an internal system to keep the state from duplicating data. On 5/27/10: - Dave said that these are being converted to a SQL database; needs to put a front end on the application. - On 7/29/10, Dave reported that these are being backed up on Naples nightly.
City Administrative Services	H	PDS / City Database	???	
County Auditor	H	PDS / County Database	???	
City Controller	A	FASBE/Port Authority (Replace with New)		MUNIS
County Surveyor	H	PT&BS Ditch Billing History	???	
County Auditor	A	PT&BS Exemption History (Done)		Except for Veterans and Disability; will be brought

Programming Tasks

				over when programming brought over; notes in legacy PT &BS still need to be brought over.
			480 Man Hours	On 3/25/10, Dave reported that the legacy PT&BS historical data is being tested in the CHARON VAX emulator environment.
County Treasurer	H	PT&BS History		
Department of Metropolitan Development	H	PT&BS Lien History	???	
EWSU	H	PT&BS Lien History	???	
County Auditor	H	PT&BS Payment History	480 Man Hours	
County Treasurer	H	PT&BS Payment History	same	
Department of Metropolitan Development	H	PT&BS Payment History	same	
EWSU	H	PT&BS Payment History	same	
County Auditor	H	PT&BS Surplus Payments (surpay)	???	
County Auditor	H	PT&BS Transfer History	480 Man Hours	
County Auditor	A	Quietus Program for Accounts Payable	120 Man Hours	Recommend new system?
City Controller	A	FASBE/Revenues		MUNIS
County Auditor	A	Sales Disclosure Receipts Quietus Program	48 Man Hours	On 3/25/10, Dave said that applications being actively used (new data being entered) would not be able to be put on the VAX emulator (CHARON).
Voters Registration	A	Street Guide	40 Man Hours	This was determined to be made fourth on Dave's programming project list.
Circuit Court	A?	Tax Warrants		Tim said that the State can bring tax warrants into the current system; Dave to send test export file to Tim to forward to the State. ▪ Dave to send file to Tim as first priority on his programming project list. ▪ On 3/25/10, Tim stated in an email that "the data field matching is good except that we have duplicate data in the database that we will need addressing before the upload to the State system can occur. I have not heard of any other significant issues with the data. A minor issue is that the State system prefers to have commercial and personal property identified as such and we do not make this distinction in our

Programming Tasks

				system." On 4/29/10: • Dave reported that he has given Tim the full file. • Tim said that the fields match up well. • Reported that 2/3 of the data is being duplicated; this needs to be taken care of outside the system; manipulate the data and then send to the state. • Need to establish a cut-off date to send the file up to the state. ▪ Bill suggested 1/1/11 which would give them 3 months to work on the data. On 5/27/10: • Tim said that he has been working on a backup plan for the data; developing a method to merge the records. • Needs to cleanse data such as those tax warrants entered twice for the search fields to work. • Has been talking to the County Clerk about possibly creating a spreadsheet with the goal to prove that the data is sound and to validate the data before dumping into the state system. • Dave said that this data could be put on Naples as historical data. ▪ Tim estimates that it will take 5 days to look for duplication; two weeks to give to the state to format. On 8/26/10: • Tim reported that he has received a file format from the state; has presented the information to the County Clerk.
County Clerk	A?	Tax Warrants		
Building Commission	H	Tradesman Cards /Licenses		• These are historical and don't need to be addressed. Kelly to check with Ben to see if they are the same as the licenses.

Programming Tasks

				• **On March 3, Kelly emailed Scott Davis that the licenses and tradesmen cards are one and the same.**
City Controller	A	Vendor License Receipts (Replace with new)		
County Auditor	A		40 Man Hours	This was determined to be made third on the list. • Combined with Veterans Exemption Program.
County Auditor	A	Veterans Excise Certificate/ Letter Veterans Exemption Program (Currently)		This was determined to be made second on the list. • Combined with Veteran's Excise Letter.
City Controller	A	Water & Sewer Receipts (Replace with new)		
City Clerk	A	WordPerfect		This task has been completed; was tuned off during maintenance on 2/21/10.
Circuit Court	A	WordPerfect / Jury Applications		This task has been completed; was tuned off during maintenance on 2/21/10.
Purchasing	A	Vendor Report (Intranet Update from FASBE)	16 Man Hours	