

**Financial Management System
Needs Assessment Project**

**Steering Committee Meeting
2:00 p.m. Room 102, LSOB
January 4, 2007**

The meeting of the Financial Management System (FMS) Needs Assessment Project Steering Committee was called to order by Chair Carol Foreman, Deputy Secretary of Administration. The following persons were in attendance:

Mary Blubaugh, Board of Nursing
Jim Conant, Department of Revenue
Janis DeBoer, Department on Aging
Martin Eckhardt, Department of Administration
Kim Fowler, Judicial Branch
Cheri Froetschner, Division of the Budget
Duncan Friend, Project Director, Department of Administration
Duane Goossen, Budget Director
Peggy Hanna, Treasurer's Office
Chris Howe, Department of Administration
Dale Jost, Department of Transportation
Chip Julian, Salvaggio, Teal & Associates (STA)
Alice Knatt, Department on Aging
Dick Koerth, Department of Wildlife & Parks
Mike Lovich, Department of Administration
Bob Mackey, Department of Administration
Denise Moore, Director of DISC
Kent Olson, SRS
Delberta Pfeifer, Department of Administration
Mitt Salvaggio, Salvaggio, Teal & Associates (STA)
J.G. Scott, Legislative Research
Dennis Williams, Department of Corrections
Gavin Young, Department of Administration

Chair Foreman called the meeting to order and thanked all the participants for their involvement with the project.

Duncan Friend and Mitt Salvaggio gave an updated project status and then presented the findings and recommendations of the study (see attached Power Point presentation) which included:

- Project Status
- Findings and Recommendations
 - Overview of Study Results
 - Overall Recommendation

- Estimated Implementation Costs
- Funding Approach
- Estimated Ongoing Costs
- Estimated Benefits
- Business Case (Payback Analysis)
- Project Scope
- Implementation Approach, Timeline, Go-Live
- Project Organization and Governance
- Project Staffing
- Pre-Implementation Activities
- Other Observations
- Agency Impact and Commitment
- Alternative Solutions
- Composition of Final Report
- Next Steps

Duncan Friend and Mitt Salvaggio thanked everyone for their participation in the project. They will schedule meetings to present study results to Focus Groups and other constituent groups. Work will begin with the Legislature to obtain approval. Updates and other pertinent information can be found at <http://da.ks.gov/ar/fms/> as it is available.

The meeting adjourned.