
ARC Monthly Bulletin February 2019
Valuable information for ARC's customers

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1. Management Announcements

Jason Hill has been selected as the Deputy Assistant Commissioner for the Office of Shared Services. Jason began his career with ARC in 2006 and has held a variety of positions in the Administrative Resource Center (ARC) including: Branch Manager, Program Director and has served as the Division Director of Procurement Services since May 2016. Prior to joining ARC Jason worked for the Boeing Company, SAIC, and Freddie Mac. Jason has a Bachelor's degree in Finance, MBA, and a Master's degree in Information Systems Technologies. Jason has been a certified project management professional (PMP) since 2004.

Mike Linder has been selected as the Assistant Commissioner for Fiscal Accounting (FA). Mike has served as the Deputy Assistant Commissioner, Fiscal Accounting Operations since December 2012. In addition, he has been serving as the acting Assistant Commissioner for Management and Chief Financial Officer (CFO) since late August. Mike began his career with the Bureau in 1998 and has held a variety of managerial positions in Fiscal Accounting. He holds a Bachelor's degree in Accounting and is a certified Project Management Professional (PMP).

Tammy Saiko has been selected as the Deputy Assistant Commissioner for Fiscal Accounting Operations. Tammy began her career in the Federal Government more than 30 years ago. She has served as a Director leading technology support and technology initiatives in Fiscal Accounting since September 2014. Tammy has held a variety of roles in Fiscal Service including those supporting Savings Bond Operations, Fiscal Agent Program Review, and in Shared Services. Tammy holds a Bachelor of Arts degree in Music Education with graduate work in Education Administration from West Virginia University.

Matt Bumgarner has been selected as the director of the Agency Payable and Receivable Division. Matt has over 17 years of experience with Fiscal Service and has been involved in various aspects of providing financial management services to Agency accounting customers, including the US Mint, Bureau of Consumer Financial Protection, National Mediation Board and the Department of Housing and Urban Development. Prior to joining Fiscal Service, Matt worked as the controller of Broughton Foods, and preceding that in public accounting at the firm of Harman, Thompson, Mallory & Ice.

David Muller has been selected to fill the vacant director position in the Division of Procurement Services (DPS). David has been in DPS for the last 13 years. He began his government career in a contract specialist position and worked his way up through the contracting officer ranks prior to entering the supervisory and management positions. David has been a branch manager the last three years over the Administration Branch. David holds a Bachelor's of Science in Business Administration (organizational management concentration).

Mike Cundiff has been selected to fill the director position in the Human Resources Operations Division (HROD). Mike has been in HROD for the past several years serving in a variety of supervisory and branch manager positions across the division. Mike has been with ARC since its inception and in the government since 1991. He has held technical and management positions in procurement and human resources and was the DPS Director/Bureau Chief Procurement Officer from 2003-2007. Mike holds a Bachelor's of Science in Business Administration (finance concentration).

Adam Charlton has been selected to fill the director position in the Division of Business and Project Management (DBPM). Adam began his government career in 2004 and has been in clerk, technician, accountant, lead, supervisory, and management positions. Adam has been the branch manager over the Federal Investments and Borrowings Branch in Fiscal Accounting (FA) for the past six years. Adam holds a Bachelor's of Science in Business Administration (accounting concentration) and he became a Certified Public Accountant in 2008.

Please join us in congratulating these individuals as they take on their new roles.

2. Discoverer Decommission Planned for May 2019

The Discoverer Replacement Project Team would like to remind all Discoverer users, with the exception of U.S. Mint users, that Discoverer will be decommissioned in May 2019. Users are encouraged to begin using OBI to become more familiar with executing analyses and using dashboards. The full 'Discoverer Decommission Timeline' is available on the Customer Access Pages under Application Support/Manuals > OBI, or click the link below.

<https://arc.fiscal.treasury.gov/files/pdf/fsagencydiscovererdecomissiontimeline.pdf>

For additional information, contact the Oracle Support Team at 304-480-8000 (Option 3) or OracleSupportTeam@Fiscal.Treasury.Gov.

3. OBI Online Training – Available Anytime

The Business Intelligence Group is pleased to announce that we have online OBI Training tutorials available on our Customer Access Page! Simply navigate to Application Support/Manuals > OBI > Online Training. This training can be taken at your convenience. The tutorials listed below are currently available with more online tutorials in development. We will update users as new tutorials are made available.

- i. Logging In
- ii. Exporting Analyses
- iii. Viewer Dashboard
- iv. Filters
- v. Prompts
- vi. OBI Calculations Part 1
- vii. OBI Calculations Part 2
- viii. OBI Plus – Criteria Tab Editing (NEW)
- ix. OBI Plus – Results Tab Editing (NEW)

For additional information, contact the Oracle Support Team at 304-480-8000 (Option 3) or OracleSupportTeam@Fiscal.Treasury.Gov.

4. Staffing/Classification Year-end Planning

To ensure onboarding new employees by the end of this Fiscal Year, we have established the following dates to assist you with planning of your upcoming recruitment activities.

Where are you in the process?	Submit your request no later than:
A new PD needs to be classified	Submit your classification request by January 1, 2019
I have a classified PD, but the Job Analysis/Assessment (JA/A) process needs to be completed	Submit your JA/A request by March 1, 2019
I have a classified PD and a current JA/A	Submit your request to recruit by May 1, 2019

We encourage your agency Supervisors and Managers to initiate any approved recruitment activities for FY 19 as soon as possible.

For additional information, contact the Staffing/Classification call center at 304-480-7300.

5. G-Invoicing Update

G-Invoicing is a web-based application created to efficiently manage Intragovernmental buy/sell agreements between two federal agencies. Government-wide all interagency agreements for buy/sell activity will be housed in this single repository via a standardized format within this application.

Mandated. The release of TFM Bulletin No. 2018-10 set forth mandated dates and required steps for G-Invoicing. There are two key requirements cited in the Bulletin: 1) the use of G-Invoicing is mandated by June 30, 2021, and 2) the submission of Agency Implementation Plans due by May 31, 2019.

We are here to help! If you haven't already, please attend one of our information sharing and demo sessions. This is the first step in the implementation process. Our sessions will get you familiar with what services we will handle for your agency in relation to G-Invoicing, along with required elements for account set-up and a live view of G-Invoicing in action. Then, with follow-up collaboration, our customers will be poised to meet the mandated items.

What's next? We have set target due dates for actions from our customer agencies. Our schedule includes due dates for the account enrollment form, completed account structure, identified users

enrolled and more. Our schedule will continue to evolve as updates are released for the G-Invoicing system.

For more information on GINV, including TFM references and Frequently Asked Questions, please reference the Fiscal Service GINV website https://www.fiscal.treasury.gov/fsservices/gov/acctg/g_invoice/g_invoice_home.htm.

Note: There is a notice on the Fiscal Service website advertising GINV training with FRB St. Louis, in Crystal City, for the months of February and March. You do not need to register for this training. ARC will be providing your training.

For additional information, email ARCGINV@Fiscal.Treasury.Gov.

6. SmartPay 3

The current SmartPay 2 (SP2) contract will expire on February 23, 2019. The new SmartPay 3 (SP3) contract will begin on February 24, 2019. Current SP2 cardholders should have already received their new SP3 cards. If not please send an email to Gov-TCard@Fiscal.Treasury.Gov. Travelers that have not activated their new SP 3 card will need to do so immediately by calling the number on the sticker on the front of the card. ARC Travel will load new card numbers into ConcurGov after 6pm on Friday, February 22, 2019.

It will be important for travelers to voucher timely leading up to the February 22 date. Split disbursement will be de-activated February 24, 2019 thru March 17, 2019. Any payments made during this time will go to the traveler's bank account on file. The traveler will need to pay the correct card. Split disbursement will be re-activated on March 18, 2019 and will apply to any trips with begin trip dates on or after March 18, 2019.

For additional information, contact the Travel Service's Travel Card Group at 304-480-8000 (Option 1) or Gov-TCard@Fiscal.Treasury.Gov.

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