

From: Soura, Christian  
To: Baker, Josh <JoshBaker@gov.sc.gov>  
Date: 10/23/2013 1:22:46 PM  
Subject: RE: Closeout items

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OK, and then do we also need decision packages for these still?

- 103/F30: Employee Benefits
- 104/F31: Capital Reserve Fund
- 109/V04: Debt Service
- 110/X22: Aid to Subdivisions – Treasurer
- 111/X44: Aid to Subdivisions – Revenue

CLS

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From: Baker, Josh  
Sent: Wednesday, October 23, 2013 1:15 PM  
To: Soura, Christian  
Subject: Closeout items

The problem with the report seems to be that extracting both the base and decision packages and multiple stages is causing errors.

So:

1. Agencies need to be locked out from making changes.
2. Bases need to be finished and advanced to the final stage (169 I think). There are several agencies that are incomplete.
3. Decision packages need to be finished and advanced to their final stage (211 I think for this one). There appear to be less than 5 that need this work done.
4. The line-by-line query needs to be changed so that the base and decision packages are picked up at the final stages only.
5. I need an extract to see if the problem is fixed.

Once I have that, I can wade through and add/delete lines as necessary. Then:

1. Agencies and the SBO need to confirm that missing lines are because of deletion and not error.
2. I need to add new lines into the appropriation template.
3. Agencies and the SBO need to confirm that the added lines are in the correct spot. Some corrections to funded program and commitment item are likely.

Once the lines work, then QA needs to be done, including:

1. Some agencies will have recurring and non-recurring mixed into operating lines, so the SBO will have to reduce the operating line in the affected decision package and generate new decision packages for the nonrecurring. Agencies may need to revise and resubmit their form B and C to reflect this in the text.
2. Agencies transferring match to HHS need to have decision packages added by the SBO in PBF, and the agency needs to produce text narrative for each.
3. Multiple fringe lines throughout agency budgets need to be consolidated into one. Some agencies have

already been corrected.

That should give us enough to have awesome work.

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