

MINUTES OF THE HOUSE COMMITTEE ON COMMUNICATIONS, COMPUTERS AND TECHNOLOGY

The meeting was called to order by Representative Mike Meacham at
Chairperson

3:30 ~~xxx~~/p.m. on February 8, 1984 in room 522-S of the Capitol.

All members were present except:

Representative Roper (excused)

Committee staff present:

Sherry Brown, Fiscal Staff, Research Department
Chris Stanfield, Fiscal Staff, Research Department
Betty Ellison, Secretary to the Committee

Conferees appearing before the committee:

Dr. Mike Harder, Secretary of Administration

The meeting was called to order by Chairman Mike Meacham. He noted that this meeting would be devoted to the KIPPS system and Univac capacity as related to the University of Kansas.

Secretary Harder reviewed his printed testimony. (Attachment 1) He noted the findings of Mr. Gary Howland, representing the Department of Administration and Dr. Richard Mann, representing the University of Kansas, who worked together to reconcile procedural differences and prevent future payroll problems. The policy implications of more centralization or decentralization of data processing were also discussed. The Secretary said that a fairly accurate payroll was achieved at the University of Kansas on February 1; however, he felt that more work needed to be done with the KIPPS program before any more agencies are brought on.

Asked how long we can continue without additional computer space, Secretary Harder said that the upgrade, moving to the top of the line with Univac, would be in place in the Santa Fe building by the time the move there is made (spring of 1986 or later). This would be a major purchase, estimated at \$12 million to \$14 million if purchased outright, or approximately \$18 million if purchased on a five year lease-purchase arrangement. In that case, the Univac would have to be down loaded to some extent. If we do not upgrade between now and the move to Santa Fe, it will be necessary to hold the line by adding no new agencies to the KIPPS system and probably backing some agencies off KIPPS, as well as controlling access to the Univac.

It was the Secretary's feeling that buying a year's time would not be a bad option. However, the Governor's budget included a \$1.2 million recommendation for the Division of Information Systems and Computing (DISC) that would essentially adopt Option 3, which was presented to this Committee by Dr. Harder in his testimony of January 26, 1984. (Option 3--Add a comparable computer system side-by-side to the existing system thereby doubling the processing power. The purpose here is to provide the computer resources needed to fully implement the remaining agencies into KIPPS only and address the KIPPS usage growth anticipated.) Secretary Harder also expressed a concern that with Sperry, we would be locked in because their MAPPER program could not be used on any other hardware.

CONTINUATION SHEET

MINUTES OF THE HOUSE COMMITTEE ON COMMUNICATIONS, COMPUTERS AND TECHNOLOGY
room 522-S, Statehouse, at 3:30 ~~xx~~ p.m. on February 8, 1984

In reply to another question, Mr. Bill Belleville, Director of DISC, said that a new student process was being developed to relieve the data entry workload at the University of Kansas. He noted that this process would have benefits for all Regents' institutions whenever they come on the KIPPS system.

The meeting was adjourned at 4:20 p.m.

The next meeting of the Committee will be held on February 9, 1984, at 3:30 p.m.

Date: Feb. 8, 1984

GUEST REGISTER

HOUSE

COMMITTEE ON COMMUNICATION, COMPUTERS AND TECHNOLOGY

NAME	ORGANIZATION	ADDRESS
DEAN LEBUSTIKY	KANSAS GEOLOGICAL SURVEY	1930 CONSTANT AVE, LAWRENCE
Dwight Brinkley	Ks. Dept. of Health & Env.	Forbes Field, Topeka, KS
Don Clingenpeel	DISC	Topeka
Gene James	DISC	Topeka
DAUG FARAH	UPI	Topeka
Lori Dodge	WDK	Lawrence
Jerry Sloan	Off. of Jud. Admin.	Topeka
JOHN COLLINS	DOA - DPS	TOPEKA
PAUL LONGSWORTH	WSU student	Wichita
Saundra Hilleu	SRS	
Al Anguish	SRS	TOPEKA
Rob Raine	NSU	Wichita
Dave Larson	KCC	Topeka
(W ^m) Boyd Allen	DWR	"
Doris Nabel	Budget	"
CR Neffly	RWD	"

PAYROLL PROBLEMS AT
THE UNIVERSITY OF KANSAS

Attachment 1 2/8/84
House Communications, Computers and Technology

EXECUTIVE SUMMARY

At my request and under the authority of my office, Dr. Russell Getter proceeded to seek a resolution of KU payroll problem by interviewing individuals and by bringing together, at successive meetings, officials from the University of Kansas and the State Department of Administration.

Because of the urgency of the situation and the limitations of time, Dr. Getter was unable to ascertain whether all of the views he reported to me are supportable by facts. There were numerous disagreements among the participants in his task force as to sources of the payroll problems. Nonetheless, I am confident that the general findings which follow in this report are reasonable conclusions. I am very grateful for Dr. Getter's efforts and appreciative of the long hours and personal sacrifices he undertook in this assignment.

Dr. Getter was charged with two tasks. In order of priority, he was asked (1) to recommend the actions which would provide a timely and accurate payroll for

employees at the University of Kansas on January 1, 1984, and (2) to provide information and analysis which would help me decide whether to back KU off of KIPPS and related issues.

As a result of Dr. Getter's coordinating activities and the cooperative efforts of personnel in the Department of Administration and at the University of Kansas, there were relatively few payroll problems on January 1, 1984, and on February 1, 1984. The first objective, a timely and reasonably accurate payroll at the University of Kansas, was achieved.

The second information gathering objective, to help me decide whether to back KU off of KIPPS, resulted in a finding that there was not a payroll backup system at KU which would permit a quick and relatively costless withdrawal of KU from KIPPS. Accordingly, I appointed Gary Howland, representing the Department of Administration, and Vice Chancellor Robert Cobb appointed Richard Mann, representing the University of Kansas, to serve as a two person committee to work out an agreement which would reconcile procedural differences to the end of preventing future payroll problems. Their efforts are producing fruitful results (See Attachment A).

Because of the excessively high demand on the Univac mainframe computer, none of the agencies or institutions not now on KIPPS will be brought on line this year. Time is needed to refine KIPPS and to upgrade central computing capacity before a schedule for bringing all agencies on KIPPS can be resumed.

FINDINGS

1. With the advantage of hindsight, it is apparent that greater attention should have been given to statements in the 1979 Touche-Ross Report which identified potential problems which became real problems when the University of Kansas was brought on-line in the KIPPS system.
2. One of the objectives of KIPPS, to eliminate the need for duplicate payroll systems, resulted in the inability of the University of Kansas to process a timely payroll when problems developed after the University of Kansas was brought on-line in the KIPPS system.

3. The demand levels on the Univac computer increased when KU came on-line beyond the level predicted and to a point which exacerbated the problem of correcting payroll errors in the November 1 and December 1, 1983, payroll disbursements for KU employees.
4. It became evident that there is not in place a backup mainframe computer should the Univac go down, a situation which raises the possibility of a major disaster (inability to process the entire State payroll, welfare checks, etc., on time).
5. Because of the structure of KIPPS, the officials at KU decided that to process the Institution's funding and accounting needs, it was necessary to develop HRMS, a computer program. That system, intended to interface with the KIPPS system, contributed to some of the payroll problems.
6. Communications among the principals at KU, the Board of Regents, and the Department of Administration were inadequate to the extent that misperceptions occurred. Department of Administration personnel believed that KU officials were

ready to have KU brought on-line; KU officials believed that they were given no practical option but to go on-line.

7. The KIPPS system, developed by personnel in the Department of Administration, was also designed to address the State's management information needs, but this portion has not yet been perfected and implemented. More developmental work is required if the system is intended to accommodate all the special characteristics of agencies and institutions.

8. In retrospect, it appears that the problems of the KIPPS-KU payroll situation might not have occurred if someone had been assigned the role of KIPPS project manager with the appropriate authority to manage the development of all phases of the project including decisions to bring agencies and institutions on-line.

POLICY IMPLICATIONS

It has been observed that a crisis, though unwelcome and disturbing, can have beneficial consequences. That has been true in the KU/KIPPS situation in the sense that it has elevated to my consciousness, and that of other persons in policymaking positions, various issues which attend the growth of data processing in State Government. Computerization, though necessary today and advantageous to all in most respects, is costly. Millions of dollars have been spent to date, and the prospect is that millions more will be appropriated during the next several years.

The tasks of budgeting for data processing and appropriating for data processing are complicated by rapid technological change. The rapidity is such that a computer may be obsolete before it is delivered. Software, as well as hardware, remains in an evolutionary stage.

Because it is difficult to identify the precise benefits of computerization, it is never easy to justify requests for data processing appropriations.

Given these and other uncertainties, it is my view that both the Executive Branch and the Legislature should proceed with caution in making decisions about whether to upgrade mainframe computers or not and whether to allow greater decentralization or not. Time, careful thought, and the solicitation of many views and understandings are necessary if we are to prevent wasteful and unproductive decisions.

This report would be incomplete if I did not mention the personal efforts and sacrifices that many dedicated public servants made in helping to greatly diminish the problems experienced with the University of Kansas payrolls in November and December. The relatively few payroll problems in January and February were a result of the actions of many employees whose dedication and professionalism should be recognized. I am proud of and thankful for their efforts.

Marvin A. Harder
Secretary of Administration



THE UNIVERSITY OF KANSAS

University Director
Institutional Research/Information Systems/Personnel Services
223 Strong Hall, Lawrence, Kansas 66045
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January 23, 1984

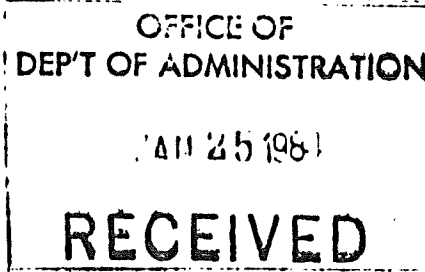
MEMORANDUM

TO: Gary Howland
FROM: Richard L. Mann *RLM*
SUBJECT: January 20 KIPPS meeting

If the attached summary is satisfactory to you, please distribute it to the Topeka people in attendance. I will distribute copies to those on this campus. If you have any corrections or changes, please call me.

RLM:dw

Attachment



Summary of the January 20, 1984 meeting between the
KIPPS Steering Committee and staff and KU Representatives

In attendance from KU were: Dick Mann, John Patterson, Dave Gardner and Tresa Hill; Gary Howland, Secretary of Administration's Office; from DISC Bill Belleville, Gene James, Don Clingenpeel, Terri Hipsher, Larry Hayes; from Accounts and Reports Jim Cobler, Dave Ison, Janice Magathan; from Personnel Services Norm Hanson, Nancy Echols, and Pam Symons.

The following items were discussed and agreements reached as specified:

1. KU Unclassified payroll processing. A number of options for processing KU unclassified payroll were discussed. These included proposals suggested by Gary Howland which would enable KU to use a single position title or a limited number of position titles if KU aggregated multiple appointments into a single position for each unclassified staff member. This would enable KU not to have to maintain a KU position inventory. In addition, it was proposed that Topeka would set aside position numbers for KU's aggregated positions (990000000). Final agreement, however, included the following:
 - a. KU will retain multiple appointments for unclassified employees in KIPPS. The impact should be minor on KIPPS since there are approximately 300 unclassified employees with multiple appointments which amount to 600-900 appointments overall.
 - b. DISC has agreed to program an end date capability option into KIPPS. For those appointments in which a beginning and/or end date is different from the normal pay period, KU will not be required to enter hours into KIPPS. These dates will also be capable of being changed by KU. KIPPS will retain the default capability of having no end date assigned to a position.
 - c. Retroactive position changes will be handled through a procedure to be worked out between KU and DISC. The procedure will likely involve the processing of journal vouchers through KIPPS into CASK. It is estimated that 200-300 such retroactive position change transactions occur each year. This procedure will be defined at the February 1 meeting between DISC and KU staff.
2. HRMS/KIPPS Tape Interface. It was agreed that the KU staff and DISC team will meet on February 1 at 8:30 a.m. at DISC to review improving the HRMS/KIPPS tape interface in order to facilitate batch updating via tape. The KU

team will learn more about how KIPPS edits and processes its error suspense transactions. The DISC team will focus on how HRMS submits data with the focus on trying to make the tape update procedure more effective for both groups.

3. The KIPPS team indicated they were working on resolving outstanding problems with the expense adjustment tape. This is a critical problem for KU. KU has not been able to post accurate salary expenditure data since October. Since KU is into the second half of the year there is a tremendous need on the campus to have accurate salary expenditure information.
4. It was agreed that an early warrant register will be sent to KU for the February 1 paychecks. Two copies of this register in social security number order was specified.
5. It was agreed that a pay detail tape would be sent along with the regular warrant registers to facilitate HRMS/KIPPS error matching. This will be available by March 1, 1984.
6. An agreement that DISC would send a funding tape to KU the same day as the warrants were sent out was also made, effective February 1, 1984.
7. For the February 1 paychecks it was agreed to again authorize on-campus check writing using the same procedures that were used for the January 1 paycheck. The purpose of this authority is to minimize negative publicity should there be employees who do not receive paychecks through KIPPS.
8. Jim Cobler pointed out that a proposed group health insurance bill in the Legislature could result in major changes in the processing of this deduction in KIPPS. We all need to be cognizant of the potential impact of this change.
9. It was agreed that KU could establish one summer school instructional position for all KU summer school faculty. This will greatly facilitate the processing of transactions in KIPPS for what are essentially temporary appointments.
10. KU gave the DISC team a list of questions concerning the gross pay calculation for processing KIPPS. The answers to these questions are needed for KU to program a backup capability for gross pay calculations on multiply appointed positions. The DISC team will respond to these questions at a subsequent meeting.

11. It was confirmed that student processing will be implemented for the April 1 paychecks. KU must receive, as soon as possible from the DISC team, the input record layout, the output record layout, and the specifications for the adjustment interface for student processing. In addition, KU is requesting a complete test of the student process by March 2.
12. Jim Cobler indicated that the multiple position supplemental payroll changes needed to correctly process this group will be completed shortly.
13. It was agreed that a new transaction TESP00 "Separation from Appointment" would be added.

This was a very productive meeting and I believe there was strong agreement as specified above for the direction which KU will take in KIPPS. Should there be any changes or modifications to the understandings outlined above, please contact me.