



STATE OF WISCONSIN  
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## CORRESPONDENCE MEMORANDUM

**DATE:** June 2, 2014

**TO:** Audit Committee Members

**FROM:** John Vincent, Director  
Office of Internal Audit

**SUBJECT:** Financial Management Information System Data Migration Review (2014-02)

**This report is for Audit Committee review and discussion. No action is required.**

Attached is the Executive Summary of the Financial Management Information System Data Migration Review. The Executive Summary was completed and submitted to the Office of the Secretary of the Department of Employee Trust Funds. The Executive Summary provides the review objective, scope, conclusions and background. There are no recommendations in the report.

The review was conducted by Claudius Lebi, auditor-advanced, who will be available at the Audit Committee meeting to answer any questions.

Attachment: Executive Summary of the Financial Management Information System Data Migration Review

Reviewed and approved by Robert J. Conlin, Secretary

Electronically Signed 6/12/14

Board	Mtg Date	Item #
AUD	6.26.14	4C



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## ***CORRESPONDENCE MEMORANDUM***

June 2, 2014

Robert Conlin, Secretary  
Department of Employee Trust Funds

### **AUDIT REPORT**

#### **Financial Management Information System Data Migration Review (2014-02)**

The Office of Internal Audit submits the final report of the Financial Management Information System Data Migration Review.

The objective of this special review, as assigned by the Internal Audit director, was to ensure that accounting data migration from the department's disparate accounting systems to the new Financial Management Information System (FMIS) were accurate and complete. The review was conducted by Claudius Lebi, auditor – advanced.

The attached Executive Summary provides the background, audit objectives and scope, findings, and recommendations. There are no recommendations in the report.

*We acknowledge the assistance and cooperation of the Office of Trust Finance during the review.*

Respectfully submitted,

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John Vincent  
Director, Office of Internal Audit



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**EXECUTIVE SUMMARY**

**Financial Management Information System Data Migration Review  
(2014-02)**

**June 2, 2014**

# DEPARTMENT OF EMPLOYEE TRUST FUNDS

## Financial Management Information System Data Migration Review (2014-02)

### EXECUTIVE SUMMARY

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#### **Review Objective**

The objective of this review was to ensure that accounting data migration from the department's disparate accounting systems to the new Financial Management Information System (FMIS) were accurate and complete.

#### **Scope**

Verify that accounting data for calendar years 2011 through the first quarter of 2014 completely and accurately migrated into the new FMIS.

#### **Conclusion**

The Office of Trust Finance's data migration from the department's old accounting system to the new Financial Management Information System was completed accurately and completely. The Office of Internal Audit's review of the underlying accounting data from the old accounting systems to the new system, including data from the Wisconsin Management and Accounting Reporting Tool system (WiSMART), Edit Account Table, and Forecaster showed no discrepancies. Data from calendar years 2011 through the first quarter 2014 were successfully and completely transferred to the new accounting system.

#### **Background**

The FMIS is the first implementation of a Department of Employee Trust Funds initiative to modernize its aging information technology system. The FMIS project is part of the department's Transformation, Integration, and Modernization (TIM) initiative. The FMIS provides a unified and integrated accounting and reporting system and replaces disparate and manually intensive accounting systems.

The FMIS project is the initial implementation of the State of Wisconsin's enterprise-wide rollout of PeopleSoft, a part of the State Transforming Agency Resources (STAR) project. The STAR Project is a larger, statewide initiative led by the Department of Administration. The STAR Project will consolidate information technology systems for improved efficiency and consistency among state agencies – the outcome will be more robust enterprise reporting and the modernization of the State's IT infrastructure. At completion, the STAR project will implement an integrated PeopleSoft Enterprise-wide Resource Planning (ERP) software system that includes applications for human resources, payroll, finance, procurement and budget.

ETF's Office of Trust Finance (OTF) oversees the agency's financial management and reporting responsibilities, including implementing and controlling ETF's accounting

## DEPARTMENT OF EMPLOYEE TRUST FUNDS

### Financial Management Information System Data Migration Review (2014-02)

#### EXECUTIVE SUMMARY

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systems. The OTF is also responsible for the preparation of a variety of periodic financial reports to managers inside and outside the department. The Comprehensive Annual Financial Report is the department's primary financial report and includes: audited financial statements, statistical, actuarial and investment data, and descriptive information about the department and the programs it administers.

The department's legacy financial systems were developed using Microsoft Access and Excel, which were populated via a daily download from WiSMART (Wisconsin Management and Accounting Reporting Tool). To provide better performance, the department moved its MS Access database including an EditAccount Table containing all downloaded transactions to a Microsoft Structured Query Language (MS SQL) server. The EditAccount table supplies data to the spreadsheets used throughout the OTF.

With the new FMIS, the department enters daily financial transaction information into the software, which is daily communicated (interfaced) to WiSMART. In addition, transactions created by the central payroll system on WiSMART to transmit dollars relating to contributions and premiums are downloaded daily into the FMIS.

Under the old system, OTF used a daily download from WiSMART to populate the MS SQL server, which in turn, set off a series of subsequent database table and spreadsheet updates that drove processing activities. Financial reports and statements were produced using summary information stored in the database.

ETF's 2014 financial statements will be produced using FMIS reporting tools. However, WiSMART remains the state's official book of record and maintains both summary and detail level transactional data.