



Financial Services Audit Committee Communication

Date: December 21, 2018

To: Great Lakes Water Authority Audit Committee

From: Jill Kusters, Financial Reporting & Accounting Manager

Re: Status Report: FY2019 Continuous Improvement Report

Background: The Continuous Improvement Report provides information related to process improvement programs currently under development and/or facilitation by the Financial Reporting and Accounting Group as of November 30, 2018.

Analysis: There are 15 initiatives that range from 15% complete to those that have been recently completed and are shown as 100%.

All projects are critical to an effective financial and reporting function. Those that will have the most visible outcomes to the Board and other stakeholders include the following.

- 1. Finance Automation Solution (FAS):** This project encompasses the selection through implementation of a cloud-based Software as a Solution (SaaS) business intelligence and workflow management tool to integrate with BS&A software. This Business Intelligence tool is to close the gap between the financial system (BS&A) and other systems, to increase the timeliness and quality of reports, analysis, key performance indicators, and dashboards. **Note:** We are currently in negotiations with a vendor selected through a request for proposal, evaluation, and oral interview/live demo process.
- 2. E-Payables:** This will provide an interface between BS&A and Comerica Bank for electronic vendor payments. This required software changes by BS&A. **Note:** After preliminary testing, some additional changes are needed by BS&A. It is anticipated that this project will be rolled out in the first half of calendar year 2019.
- 3. Utility Billing:** The selected vendor is Capturis. **Note:** The first phase had a live launch was December 3, 2018 for payment processing via electronic transfer of data files and electronic posting of payments by DTE and Consumer's energy (thereby interacting with one of our largest vendors, DTE). Phase 2 will provide management and reporting of data related to energy consumption since January 1, 2016 by meter and location. This will be instrumental in accurately calculating energy savings in the future.

Proposed Action: Receive and file report.