

**P-Card Roundtable Meeting**  
**March 6, 2013**  
**1:30 – 3:30 p.m.**

**Attendees:**

Teddie Velleri – DPS MVC	Sherry Hess – DIFP Professional Registration
Andrew Stoecklein – DOC DHS	Leonard Lenger – DOC DHS
Denise Massman – DNR DAS	Justa Brendel – DHSS Admin
Candy Groes – MoDOT FS	Dee Cook – MDC ADS
Lindsey Evers – MDC ADS	Deanna Tillison – DHSS Admin
Stacey Jacobs – STC	Carol Newgaard – SAO
Ralph Poettgen – DHSS Admin	Melissa Blankenship – Lottery
Shalonda Graham – DHSS Admin	Rachel Dietzel – DESE
Pam Boyd – DESE Voc Rehab	Andrea Beck – DESE
Virginia Blanchard – OA FMDC	Jodi Goodrick – OA Accounting
Lisa Bacon – OA Accounting	Shawn McCauley – OA Accounting
Sherry Rowden – DIFP PR	Donna Mehrhoff – DPS Adjutant General’s Office
Chris Laughlin – DPS Highway Patrol	Jan Amsinger – DPS Highway Patrol
Lee Ann Braun – OA Surplus Property	Dana Kliethermes – MDA Accounting
Gloria Schmitz – DOLIR	Debbie Davis – DIFP Credit Unions
Kerry Branch – DHE	Jessica Schwartz – DHE Admin
Stacey Peters – OA	Rhonda Fogelbach – DPS Directors Office
Sandy Bennett – SOS	Deanna Jones – SOS

OA Accounting Representatives: Jennifer Hall & Dwayne Rasmussen

UMB Representatives: Kevin Meyerhoff  
Tim Jackson (via conference call)

**Introductions & OA updates - Jennifer Hall**

Jennifer presented a PowerPoint presentation on Credit Card Surcharge Updates. The information discussed the new changes occurring with credit card transactions based on the settlement agreement between Visa and MasterCard with merchants, and the rules and limitations in place for merchants to begin adding surcharges to credit card transactions. A copy of the presentation will be sent electronically to the coordinators.

**Technology & Industry Updates – Tim Jackson & Kevin Meyerhoff, UMB**

A conference call was arranged with Tim Jackson of UMB to update the group on current issues and respond to questions. Tim informed the group Deborah Perkins moved to a different role now, and asked for all P-Card related correspondence to be sent to Kevin. As they are working on streamlining their relationship management team, he also requested emails to be copied to

him for now so that he can assist Kevin if necessary and just to be aware of the current issues affecting the program.

Tim addressed the problem with the recent automated interface program and hoped to have all issues resolved before the next cycle date. The problems occurred due to recent program changes and the requirement to manually construct the reports, which are fed into the SAMII Interface. Tim feels these problems have been corrected and they are now utilizing the automated process again, so he feels the errors should resolve.

Tim also discussed the electronic statements. When they completed a conversion with FDR, they had a few glitches occur in electronic statements. UMB is still receiving requests for copies of statements and Tim reached out to the group to determine if they were having ongoing problems with electronic statement availability. The general consensus was that this problem seems to have been resolved for now.

Next, Tim updated the group on the In-Command program which is currently undergoing enhancements from First Data. The plan is to begin a pilot phase with 2-3 agencies later this spring or early summer before rolling it out statewide.

Finally, Tim updated the group on the online account maintenance tool problems with not being able to view posted transactions. He reminded the group that authorizations and declines are still viewable. However, posted transactions do not appear to be viewable. This information is still available to view in Intellilink. Tim stated they are working with their IT group for resolution. Information will be shared as it becomes available.

### **Closing Remarks – Jennifer Hall**

Jennifer stated the next P-Card Roundtable would be held in June, with the Annual Forum in September, and the final P-Card Roundtable for calendar year 2013 would be held in December.