The Cash Management Improvement & Renewal Program (CMIRP) is a continuous improvement program focused on the renewal, replacement, and refinement of processes and technology supporting Treasury cash management services.

Treasury continues to work with KeyBank on contracting and implementation planning efforts for the Comprehensive Cash Management (CCM) Business Systems Renewal (BSR). While that preliminary work moves forward, more comprehensive planning efforts will be initiated this fall following a targeted October 1 “go live” date for our Local Government Investment Pool (LGIP) BSR project. As discussed in last month’s issue, it is important to understand that some agencies will be impacted by the LGIP BSR project. As previously confirmed, Treasury will continue to support transactions both from state agency accounts to LGIP accounts and from LGIP accounts to state agency accounts. The following provides additional information about how such transactions will be impacted and what actions agencies will need to take.

**Agency to LGIP within SFMA**

Agencies will not see any changes related to transactions from state agency accounts to LGIP accounts via SFMA.

**Agency to LGIP outside of SFMA**

Today, transactions from state agency accounts to LGIP accounts outside of SFMA are generally structured by agencies as ACH transactions but processed by Treasury as account transfers. In the future state, such transactions will be structured and processed as ACH transactions. Those few agencies using this method will need to update systems with new values for certain ACH-related data elements and will see such transactions post to account statements as Outgoing ACH. Treasury has reached out directly to those agencies to further discuss these minimal changes.

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Inside the Vault

CMIRP CORNER

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LGIP to Agency

Today, transactions from LGIP accounts to state agency accounts are structured and processed as account transfers. In the future state, such transactions will be structured and processed as ACH transactions. Agencies will see such transactions post to account statements under “OR Treasury-Incoming ACH” with a transaction description of “85-LGIP ACH OREGON ST TREAS.” Agencies will need to refer to ACH reporting to identify the local government sending the payment and the purpose of the payment. To support this change, ACH payment instructions need to be set up in the new LGIP system. Additionally, local governments initiating such transactions will need to obtain authorization from state agencies to do so (per NACHA rules). Treasury will work directly with agencies, such as those currently accepting loan repayments from LGIP accounts, to ensure payment instructions are accurate and to help accommodate any broad ACH authorization efforts on behalf of our local government customers. Treasury has contacted all of the agencies known to be impacted.

If you have questions about whether your agency is impacted, or just want to reach out about these changes, please contact Treasury Management Services at tms@ost.state.or.us. For questions or comments about CMIRP efforts generally, please contact program staff at cmirp@ost.state.or.us.

ACH & MERCHANT CARD RISK ASSESSMENT

The annual deadline for completion of ACH Risk Assessments and Payment Card Industry Data Security Standards (PCI DSS) Self-Assessment Questionnaires (SAQs) is December 31. Treasury will be sending out reminders and instructions about the annual review process by September 30. Those reminders will go to agency ACH and merchant card contacts. We appreciate your ongoing efforts in protecting your customers’ sensitive cardholder data and bank account information. If you have any questions about the ACH or PCI DSS risk assessments, please contact Treasury Management Services at tms@ost.state.or.us.

PETTY CASH FUNDS

Agencies have traditionally turned to petty cash as one way to pay for occasional, small expenses. In addition to a petty cash fund requiring legislative approval—and being established from legally authorized appropriations or limitations—having petty cash in your office can be fraught with risk. It is essential that agencies consider the protection of any employee that has been designated as the petty cash custodian and have procedures in place for the handling, disbursement, and reimbursement of the funds.

While there may not seem to be many options available to agencies for these small purchases and/or reimbursements, Treasury can help agencies identify and consider potential alternatives. Please contact Treasury Management Services at tms@ost.state.or.us to discuss your cash management options.
UPCOMING BANK HOLIDAY

Monday, October 9, is Columbus Day. While Treasury will be open, the Federal Reserve and Oregon banks will be closed. Due to the closures, no incoming ACH or redeemed check information will be distributed on October 9. In addition, ACH files sent to Treasury by STAN agencies for processing on Friday, October 6, must have an effective date of Tuesday, October 10, or later. STAN Online will be unavailable from 1:00 p.m. Friday, October 6, to 1:00 p.m. Monday, October 9. ACH files sent to Treasury via FTP between 10:00 a.m. Friday, October 6, and 10:00 a.m. Tuesday, October 10, must have an effective date of Wednesday, October 11, or later.