

TO: Fiscal Officers of All State Agencies

FROM: Steven L. Valasek, Director of State Accounting

DATE: December 9, 1999

SUBJECT: Y2K

NUMBER: 85

The Office of the Comptroller (IOC) has completed the testing of the agencies' Y2K output through our Y2K test environment (as described in Accounting Bulletin #84). This joint effort was very productive and the final results were all successful. The results and supporting documentation have been transmitted to the respective agencies.

In final preparation for Y2K, several agencies have inquired concerning the availability of SAMS on January 1, 2000, and our other external systems (i.e. Payroll, Retirement, Income Tax...). **SAMS and our other external systems will not be available to external users on January 1, 2000. The first processing day for SAMS and our other external systems will be January 3, 2000.**

Several state agencies that will be running production cycles on January 1, 2000, have asked if the IOC will process their production output prior to January 3, 2000. **As stated before, SAMS and our other external systems will not be available to external users until January 3, 2000. However, to assist state agencies with their Y2K output, the IOC will offer to run these tapes through our Y2K test environment on January 2, 2000. If no problems are encountered, these tapes will be processed in production on January 3, 2000.**

If agencies are interested in this offer, the IOC will be accepting tapes between the hours of 8:30AM and 6:00PM on January 1, 2000. Any agency that plans to participate must coordinate their request through Peggy Blackburn, System Administrator. All requests must be received by December 20, 1999. **Due to timing and staffing constraints, requests**

**received after December 20, 1999 will not be considered and will be returned to the agency.** Also, any tapes received on January 1, 2000 that were not previously requested and approved by System Administration will be held and processed on January 3, 2000.

**As a reminder, if information needs to be communicated during the first week in January, the IOC will contact the appropriate agencies in the following manner:**

1. If problem is agency specific, IOC will attempt to contact the agency's fiscal officer. If the problem is more global, the IOC will use the following methods of communication.
2. Message on SAMS Help Desk (217) 782-4113
3. Message on Record Center (800) 877-8078
4. Message on IOC Web site [www.ioc.state.il.us](http://www.ioc.state.il.us)
5. CMS TSO Broadcast
6. If phone lines and systems are down, agencies can send a representative to 325 W. Adams.

If you wish to change your agency contact from your fiscal officer to another contact person, or if you want to give a pager number or a different phone number, please contact Linda Fletcher at 217-782-5258.

If your agency encounters any questions or issues that we can assist in, please have your Y2K coordinator contact our office. Please contact John Davidson, Acting Director of Information Technology at 782-5681 for system-related issues, Peggy Blackburn, System Administrator at 524-5317 for Y2K testing issues, and myself at 782-7078 for processing-related issues.