

Meeting Title	User Group 10- Mail Acceptance and Payment		
Date	10/13/2015	Time	10:00 am – 11:00 am EST
Location	WebEx		
Attendees			
Heather Dyer	David Gorham	Leanne Herman	Randy Randall
Angelo	David Schillkoski	Ken Metroff	Rich Domagala
Anna Klein	Doug Frischmann	Kurt Ruppel	Rose Flanagan
Amanda Paduchik	DR M	Leanne Herman	Susan Pinter
Beth Bigelow	George Papadopoulos	Lisa Wurman	Shannon Marceau
Bob Rosser	Holly Kozlencer	Lynda Hurley	Sherry Burbach
Bob Galaher	Ian Sullivan	Mark Kolb	Shontese McBride
Bob Schimek	Jennifer Howard	Meredith Ortiz	Trista Niswander
Brad Hil	Janine Wicks	Michael Patterson	Tim Nigbur
Catherine Rose	Jason Desplechin	Mike Tate	Steve Krejcik
Charley Howard	Jesse Davidson	Mina Kwon	Tom Glassman
Chip Brown	James Duffy	Monica Lundquist	Ty Inman
Daniel Myrum	Jim Morton	Paul Kowlakas	Verdonna Hudson
Danielle Aleman	John D Thackray	Peter Arsenault	Watt Bryan
Danielle Hobart	John Whittington	Paula Stoskopf	

*Attendance was captured at the beginning of the meeting

Purpose of Meeting	To discuss User Group #10 recent updates, issues, and clarification items and address questions or concerns
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Topics Discussed

A Quick Announcement (Heather D.)

- Meeting invite for joint UG 3 Meeting on 10/28 will be sent out to UG 10 and MicroStrategy group. The topic is on eInduction's recent issues affecting Mail Acceptance, and postage assessment.

Upcoming Patches and Scorecard Fix Update (Heather D.)

- Patch going in on 18th (copal mailing fix, corresponding job info fix, zone/misshipped validation fix, etc.), then a larger patch one on 11/15 (fix for the remaining scorecard issues around FS and eInduction)
- Not an exact date yet for Seamless fix. Will be determined and communicated shortly.

Discuss Assessable Metrics Document and Identify Deeper Dive (Heather D.)

Move/Update

- Error calculation details were shared.

eInduction

- Undocumented (extra containers)
 - Will not assess both undocumented pieces and containers
 - For Seamless, undocumented pieces takes precedence
 - eInduction is required if you're on Seamless with a very small/limited exceptions (can work with BMS analyst if they want to go on Seamless)
 - Concern raised from Sharon: there are seem to be fairly large size FCM mailers that don't do any eInduction or container barcoding or palletization, but are currently getting FS discount - ***Heather to take concern as a note**
 - If a mailer is on eInduction, then the rules of average postage assessment are applied.
 - Question from Phil: if something was undocumented, how would you know it's in eInduction?
 - Beth: There are two different ways – for SV site, the mail ID is registered as a Continuous MID. For Non-SV site, the number of containers off-loaded from the truck are compared with the paper form which is also compared with the number in eInduction.
 - Better details can be provided in joint UG3 meeting on Non-SV site process flow on eInduction validation – ***Discuss in UG 3**
- Payment errors
 - Currently, the estimated statements are being logged as undocumented hours
 - Question: is this taking the CPP mailers into account?
 - Yes, if you don't have payment yet, you won't get an error.
 - Watt: there is a known issue on CPP mailer – working with Angela Dyer
- Duplicate
 - Question from Steve/Mark: If you're on Seamless and have duplicate container, why aren't errors captured at the piece level?
 - ***Take the question to UG 3** joint meeting
- Misshipped – no questions or comments
- Entry Point Discount
 - The threshold is 3.75% - has not been documented yet, but has been shared in UG 3 and UG 1. Originally was said in August that it will be shared in Oct/Nov, but held up the publishing due to the feedback of UG that this needs to be shared with other User Groups first, so the date was pushed out to Dec 1. However, this date might also get pushed out due to 90 day notice commitment for threshold changes to the industry and to be posted on RIBBS.
 - Will ensure the documentation can be provided to everyone that's impacted of the change before assessment begins
 - Question: There may be pieces contained within the container that may be eligible, is it only on the percentage of pieces on the assessment? Or the entire container?
 - The wording on the potential for the error will be clarified in the document –**Action Item**

Seamless Acceptance

- Undocumented
 - Trista: issues with some currently showing up at undocumented
 - Heather - we'll be excluding those errors (caused due to issues with automatically deactivating undocumented)
- Delivery Point
 - Rose: requested clarification in the document on how DP can only occur when automation pieces in a mailing – **Action Item**

- Nesting/Sortation (MPE- Mail Processing Equipment) – no questions or comments

Wrap up

- Confirmed the date is good for Face to Face meeting at MTAC (Bob R.) . The leads will send out Webex for remote attendees.
- Question from Bob G: Issues regarding By/For business processes and changes to thresholds on Move Update
 - There are a lot of confusion about the notification announcements and publishing of rules; not sure what’s happening when.
 - This clarification topic is appropriate for this UG 10 since it is affecting postage and acceptance. Send the list of the concerns to the leads – **Action Item**

Action Items

#	Accountable Person	Action Item	Open Date	Due Date	Status (New, In-Progress, Closed)
1	Heather Dyer	Bring up the concerns/questions to UG 3 <ul style="list-style-type: none"> • See topics with * in the meeting notes above 	10/13/15	10/26/15	New
2	Heather Dyer	Update the document for clarification on <ul style="list-style-type: none"> • eInduction - Entry Point Discount Question • Seamless – Delivery Point 	10/13/15	10/26/15	New
3	Bob Galaher	Bob to send the UG leads the list of concerns on By/For confusion, etc. as pointed out towards the end of the meeting	10/13/15	10/26/15	New