

## MTAC Workgroup 153: Mailer MTE Inventory Tracking and Reporting

**Meeting date: January 31, 2013**

**Meeting format: Web meeting**

### Attendees:

Adkins	Jared	AT&T Services
Anderson	Chris	Quad/Graphics
Bjork	Craig	CDS Global
Eiler	Jerry	Ripon Printers
Gorham	David	CSG Systems
Howard	Charley	Harte-Hanks
Kalvaitis	Pam	Allstate
Kimani	Caroline	Allstate
Kaylor	Dennis	Our Sunday Visitor
Sexton	John	Pitney Bowes Presort Services
Whittington	John	Time Customer Service Inc.
Zalewski	Michelle	ALG Logistics (Industry Lead)
Bokel	John	MTEOR Development
Moon	Cathy	Mail Transport Equipment (USPS Lead)
Rudy	Sarah	Mail Transport Equipment/ MTEOR

### Notes:

#### Review Current MTE Inventory Tracking:

- USPS tracking of MTE inventory includes the following locations
  - Processing and Distribution Facilities
  - Mail Transportation Equipment Service Centers (MTEESC)
  - *Delivery Units coming soon*
- Inventory reporting will begin at large Mailers facilities served by MTEESC April 15 through MTEOR
- Reduces costs for new purchases
- Ensures MTE available for mailers and USPS facilities

#### Status of PostalOne! Information:

- USPS had a meeting with Pritha's team and discussed MTE data on January 30, 2013
- Follow up meetings will occur to discuss MTE requirements

#### Additional suggestions for data fields in Inventory Tracking Tool:

- Add a damaged equipment area

#### Questions and comments:

- Who is balancing the inventory?

- First step is to identify the universe of MTE at largest collection points – USPS and Mailers locations
- Analysis of this data will lead to better understanding flows and pinch points
- Is tracking of inventory worth the effort?
  - Yes, tracking inventory will allow the USPS to better forecast mailer and USPS needs and reduce overall costs of the program.
- Allstate reports no issues with the tracking tool
- Our Sunday Visitor built a report in their software to track outbound trips
- Pitney Bowes developed their own form

Next Meeting:

Thursday, February 14, 2013 at 3PM EST

Meeting notes prepared by Sarah Rudy