

General Comments-

Next call will be on **Wednesday, May 11, 2011**. You will receive a reminder e-mail two weeks prior, which will include the phone number to call as well as the access code.

This is Monique's last call as a DOA employee; her last day is April 22, 2011. We are still waiting on permission to fill her position.

For state agencies, annual certifications are due by June 30, 2011 and policy exceptions are due by May 31. We know that many are preparing for year end, make sure that you get these things in early.

DOA will be sending out information about IntelliLink training for state agencies. Training will be available on different dates and times and will be down via webex. The training will last approximately 1.5 hours; DOA will provide more information within the next couple of weeks.

Please make sure that all email correspondence is being sent to cca@doa.virginia.gov to ensure that you are receiving a prompt response from DOA.

Questions-

Longwood is still having issues with users trying to access the Knowledge Center to take their training, what is the status on the request to receive some additional help?

DOA's trainer is out on vacation, Brooke at DHRM is extremely busy and hard to contact at times. Wait until the end of the week and if no response has been received email cca@doa.virginia.gov.

When does IntelliLink go live?

July 1, 2011.

One of our localities is trying to decide if it is best to out all travel on a pcard or apply for a regular travel card?

2 out of 89 Localities/Authorities use a separate travel card. Valerie will provide information on the 2 localities that use a travel cards can give some insight on how having a travel card works for them.