



Education Committee Meeting January 14, 2016

**10:00 am – 12:00 pm
Teleconference**

- 1) Welcome – Called to order by Jack at 10:00 am
- 2) Note taker – Jillian Hostenske
Roll call was taken
- 3) November 20 meeting minutes
 - a. Jack – low attendance in Eastern WA-Jack will clarify his comments in the minutes.
- 4) Update 2015/16 non-conference schedule
 - a. Jack reviewed the status of 2016 schedule
 - b. Grants classes filling up – 4 more in the Fall
 - c. Jack asked for feedback on offering DOR classes
 - d. Jack asked about internal controls & cash handling classes - 8 hours
 - e. Carmen asked about possibility of webinar, Jack to check with DOR
 - f. Eva discussed DOR class on taxation of utilities – was 8 hours
 - g. Jack to talk to DOR about Unclaimed Property Webinar and a live class for governmental taxation with an emphasis on Utility taxes.
 - h. SAO – Pension class GASB 68 – webinar – no limit on attendance
- 5) 2016 Conference Schedule – Mickie led discussion
 - a. Keynotes
 - i. Jack and Mickie will narrow list for vote next meeting

- ii. Technical and motivational – will send Succession Planning
 - b. Pre-conference – add 2 rooms for Tuesday
 - i. 2 tracks for BARS
 - ii. GASB update – move out of pre-conference to during conference
 - iii. Excel/Access – Mickie to review for conference – more hands-on
 - iv. SAO – ethics class ½ day – Alexandra confirmed
 - v. Investments – Kari on board
 - vi. Payroll – will confirm
 - vii. Open afternoon class ½ day
 - viii. Speakers have been merged/updated
 - ix. Can log in now – email Mickie for a link
 - c. Conference Sessions
 - i. Healthcare – Mike confirmed
 - ii. General Session breakouts – Mickie & Jack to coordinate
 - iii. Alliant wants 2 sessions in a row – Thursday afternoon available
 - iv. On-site health clinic
 - v. Wednesday afternoon
 - vi. Joanie – Management Leadership – proposals Risk Management and Public Disclosure – meeting with Sara – will know by February teleconference
 - vii. Jack – MRSC will do EMMA continuing compliance –Duncan relate to debt track
 - viii. Jack – will follow up with Clark/Internal Revenue Service – will call Mickie
 - ix. General Session – asked for ideas, considering Grants 101 consecutive Thursday
 - x. At-A-Glance schedule to be updated early February
 - xi. Testing - Needs room Friday – small room (20-25)
 - xii. WASWD – 5/21-23 same weekend in Spokane – consider coordinating
 - xiii. Class names and speakers end of March; bios May - June
- 6) Announcements
 - a. Jack – GFOA in Toronto – request email if going
 - b.
- 7) Other items for discussion
 - a. None
- 8) 2nd Roll Call
- 9) Adjourn – 10:55 am