

# Education Committee Meeting

April 11, 2018

In-person in North Bend

10:00 am – 11:00 am

Welcome – Mickie Cooper

## Roll Call

|                    |   |                   |   |                 |   |                     |   |
|--------------------|---|-------------------|---|-----------------|---|---------------------|---|
| Ade Ariwoola       |   | Gretchen Isaksson |   | Mari Ripp       |   | Sheila Gall         |   |
| Alexandra Johnson  |   | Heidi MacDonald   |   | Michelle Hughes |   | Sherri Ard          | x |
| Andrew Pittelkau   |   | Holly Conti       |   | Mickie Cooper   | x | Sherri Gordon       |   |
| Arlington Richards |   | Ivy Adams         |   | Niles Kostick   |   | Staci Ashe          | x |
| Beth Wright        |   | Jack Broyles      |   | Noah Crocker    |   | Stacie Tellers      |   |
| Brad Posenjak      |   | Jan Hawn          | x | Nora Mitchell   |   | Sue Cronk           |   |
| Caitlin Caldwell   |   | Jana Brown        | x | Paul Jarvis     |   | Sue Luhman          |   |
| Carmen Hayter      |   | Jerica Pascoe     | x | Pete Sullivan   |   | Susan Musselman     |   |
| Cathy Mulhall      |   | Jim Nelson        |   | Philip Mendoza  |   | Suzette Smith       |   |
| Catrina Galicz     |   | Joseph Wolfe      |   | Renee Sinclair  |   | Tage Aaker          | x |
| Chase Donnelly     | x | Juanita Smart     | x | Rita Dady       |   | Tania Holden        |   |
| Dale Hough         | x | Kathy Streissguth |   | Robbi Steadman  |   | Teresa Breckenridge | x |
| Dan Legard         |   | Katie Maguire     | x | Sandi Roberts   | x | Thomas Teopfer      |   |
| Debbie Booher      |   | Kelly Boswell     |   | Sandy Langdon   |   | Toni Nelson         | x |
| Debbie Dearinger   |   | Ken Smith         |   | Sara Lane       |   |                     |   |
| Debbie Strotz      |   | Kevin Lorentzen   |   | Sarah Meyers    | x | Aaron Borick, TVI   | x |
| Denise Pearce      |   | Luke Schneider    |   | Scott Lester    |   | Josiah Close, HDR   | x |
| Duncan Brown       | x | Malinda Okerlund  | x | Scott Loos      |   | Matt Zehnder, Key   | x |
| Eva Lindgren       |   | Marc Greenough    | x | Scott Prickett  |   |                     |   |
| Geoff Urbina       |   |                   |   |                 |   |                     |   |

## Previous Meeting Minutes

- Minutes from the March meeting were not available.

## Update on non-conference schedule

- Classes are coming together really well.
  - Thank you to all who have volunteered to coordinate them.
- Beth is trying to send out weekly membership reminders of upcoming classes.
- Beth is in contact with Michael Buschmohle to arrange an all-day public speaking class on the west side and depending on feedback, adding other classes or webinars.
- Beth is still trying to contact Greg Allison for the Advanced Accounting classes.

- Beth is looking for anyone interested in coordinating an Unclaimed Property/Excise Tax class – on both sides of the state?
- Sandi is looking into presenters for an asset/contracts/fleet management class.
- Beth contacted the SAO to arrange more grant classes for fall and to identify someone to teach an advanced/intermediate accounting class focused on practical application of the annual reporting process, CAFR, and supplementary schedule preparation and note disclosures.

### 2018 Conference discussion/schedule – At A Glance

- Please get classes entered as soon as possible.
- Jana circulated a hard copy with everything filled in to date.
- Pre-conference
  - Neither Niles nor Alexandra was present.
  - Classes are: BARS Cash; BARS GAAP; Ethics (four hours); GASB Update (four hours); Investments; Payroll (afternoon only).
  - Mickie has the room assignment sheet.
  - Have not identified person to conduct GFOA certification.
- Wednesday
  - SAO: Niles reported everything is coming together.
  - Banking: Pete couldn't make it, classes should be in the system soon, missing only one class.
  - Budget: Nora/Philip/Renee are working on it, all classes set except for one.
  - Legislative Update: Three of four classes are entered.
  - Utilities: Scott has speakers lined up, but none is entered.
    - Mickie can help with entering classes.
  - Life Balance: all classes entered except for one.
    - Sarah: speaker fees are high or the speakers only want to address Oregon clients.
    - Mickie may know of someone who spoke previously at Lake Stevens on the topic of organization, how to manage clutter and inflow of work.
    - Sandi: may know of a speaker.
    - LEAN is also represented.
  - General: Eide Bailley will do two classes: internal audit and ethics in government industry were selected.
    - Cybersecurity is in the General track on Thursday: two classes, two hours.
    - Fraud is on Friday.
    - Do not have Niles's list of classes.
- Thursday
  - Debt Management
    - Received 184 responses to survey – thanks to MRSC and Mickie.

- Duncan: Bonds 101 (introductory, how to think about debt); All About Refunding Bonds (including update on tax reform); Method of Bond Sale (having an advisor, selecting an underwriter); Post-Issuance Compliance.
    - Accounting for Debt: lots of requests for this topic to be covered; should remain in debt track rather than be addressed in accounting track.
  - Social Security/IRS: Jennifer had committed to present, but training budget has been cut. Jack will address upon his return.
  - Small Entities: Toni has all classes lined up and will post them soon.
  - Investments: All classes are lined up and will be entered.
  - Management/Leadership: All classes are lined up and Jan will enter.
  - General: Three slots are still open. Have not heard from L&I.
    - Suggestions: changes in LEOFF; DRS presentation on preparing for retirement.
- Friday
  - Risk Management: Sandi is seeking a speaker.
  - Investments: ready to go.

#### 2018 Conference discussion/schedule – Keynote

- Rick Rigsby received 9 votes, Waldo Waldman 7, Shola Richards 6. Have not heard back from Rick Rigsby.

#### 2018 Conference discussion/schedule – Thursday Technical Speaker

- Need topic and speaker.
  - Possible to have economist from last year return? Ade arranged last year. (The speaker made some political comments.)
  - Jana: If last year's speaker is not available, still need an economist. At the budget track in Oregon, there was a good session on budgeting for the next recession (Nancy from Corvallis).
  - Aaron: contact local colleges in Portland?

#### 2018 Conference discussion/schedule – Eide Bailley topics (two sessions)

- Already covered

#### Announcements

- None noted

#### Other items for discussion

- Jana: Registration will be different this year, will go through Conference Solutions web site. (No other state conference planners responded to the RFP.)

- Different rate for members and non-members: as the Conference Solutions web site is not connected to the MRSC database, still trying to figure out how this works. (Need to be able to trust people to enter the member rate without ability to verify.)
- Difference between member and non-member rate is only \$50. Less incentive to join if there is not much savings. Conference Solutions can embed a link to the membership page.
- Katie: Consider implementing differential pricing for non-conference training, too.
- Jana: Questions regarding benefits of membership are addressed on the web site. California's membership fee is higher, but webinars are free (CPE credit entails a fee).
- Jana: Consider partnering with State Auditor's office; don't want to restrict people from getting information.
- Looking to open registration in mid-May.
  - Need to lock down keynotes for promotion.
  - Everything else should be in by early May.
  - People want to see everything before registering.

#### Second roll call

- None taken for in-person meeting

#### Adjournment

11:00 am