

Colorado Fiscal Managers' Association

CFMA 2012-2013 Officers

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E-MAIL ADDRESS FOR OFFICERS
AND COMMITTEE CHAIRS CAN BE
FOUND ON THE CFMA WEBSITE:
<http://www.colofma.com>

Inside This Issue:

President's Corner	1-2
Top Ten	2
Higher Ed Happenings	3
Controller's Corner	4
OSPB Update	5
Membership Info	6
Fall Conference	6
Survey Results	7
Spotlight	8
Kudos Korner	8
Luncheon Information	8



President's Corner

Greetings! The CFMA Board has been very busy the last couple of months working on streamlining the membership process, reviewing last year's financials, getting feedback about luncheon meetings and making preparations for the Fall Conference. We are working hard to ensure that you find value in belonging to this great organization. Our mission is found on the first page of the By-Laws:

"To improve the quality of State Government for the benefit of the citizens of Colorado within the field of State fiscal management."

Improving communication among fiscal managers is one of our goals. With that in mind, the CFMA newsletter is back as a quarterly publication. Many members have told me how much they missed receiving CFMA updates, including Bill Schlaufman's Top Ten list. Thanks to Debbie Allen, our newsletter editor, who agreed to come back and work her magic to include articles from the Office of the State Controller, Office of State Planning and Budgeting, and Higher Education. Alan Boisvert, who wrote the Bean Counter's Underground Press articles, has retired from public service. Any aspiring journalists

please contact Debbie at dallen@dor.state.co.us if you would like to submit an article of interest to our members.

Many volunteers have stepped up to take committee chairs including: Melissa Moynham, our webmaster; Jerrod Cotosman, Luncheons; Daniel Saint, Membership; Laura Speaker, Fundraising (Bowl-A-Thon); Susan Thompson, Scholarships; and Jing Ye, CPE certification. Committee members are needed for the Membership, Scholarship and Fundraising committees.

Volunteers are also needed to chair the Awards and Officer Nominations committees. Contact information for our Board and Committee Chairs can be found on the CFMA website, <http://colofma.com>. Please consider joining a committee. It's a great way to network with your peers from other State agencies.

A summary of survey results recently sent to members is included in this newsletter. The Luncheon committee will be taking into account the survey responses when planning future meetings. It will take time to investigate possible locations other than the Beef Palace,

(Continued on next page)

President's Corner *(cont from page 1)*

Stock Show complex. Jerrod and his team are busy lining up speakers and luncheon dates. We will send an email notification when the first luncheon meeting is set up. If your contact information has changed, please contact Daniel Saint at dsaint@spike.dor.state.co.us to continue to receive email notices.

We would like to recognize accomplishments of our members. If a co-worker has recently graduated with a post-secondary degree, received a promotion, or has obtained professional certification (CPE, CFE, CMA), please contact Debbie Allen, so that we can recognize his or her accomplishments in upcoming newsletters.

Summer went by so quickly and soon the Fall Conference will be here. Please save the date of Friday, November 9th. The Board decided to move the Conference back to accommodate budget deadlines. When registration opens, a link to the registration form will be sent. The location will be at the new History Museum, downtown Denver. Directions and parking information will be sent out when registration opens with a link to the registration form. Please contact myself or other Board members with any questions or suggestions. Our contact information is on the Board and Committees tab of the CFMA website.

I'm looking forward to seeing you at the next CFMA meeting!

Regards,
Elisabeth Dickinson
President, CFMA

Top Ten

Bill Schlaufman

Top ten lamest justifications for Exhibit H's:

10. I fell asleep the night of June 30, woke up and it was the morning of August 1st.
9. I thought you could "walk on" to the Olympic swim team, so I went to London to try out. By the time I got back COFRS Period 13 was closed.
8. I thought you were supposed to hand write journal entries and send them to Accounts and Control for input.
7. Once the new season of Jersey Shore started, I lost all interest in accounting.
6. I celebrated Fiscal New Year's Eve on June 30 with Charlie Sheen and it all went downhill from there.
5. July is the only month you can go golfing in Alamosa when there's no snow on the ground.
4. Still can't figure out that July 1 payday shift thing.
3. I couldn't figure out who my FAST representative was. The FAST agency assignments chart is just too confusing.



2. Had a job moonlighting as Mitt Romney's tax accountant that took up all my free time.
1. I thought COFRS was down, but it turned out I had accidentally unplugged my computer.



The Fourth Branch

Higher Education Happenings



CU Offers CPE for CPAs Program

Relevant. Affordable. Frequent. Convenient. These are the hallmarks of the University of Colorado's Continuing Professional Education Program for CPAs (CU CPE for CPAs). Under the leadership of the Office of University Controller, the Program is NASBA (National Association of State Boards of Accountancy) sponsored and offers courses by CU instructors in multiple CPE fields of study (Accounting-Governmental, Ethics, Computer Science, Personal Development, etc.).

The CU Program is designed to benefit CPAs in higher education and government by providing high-quality, timely courses that are relevant to both the individual and his or her institution. Each quarter, the Program presents two full days of instruction – one day repeating previously offered topics and one day dedicated to new courses. At 7-8 credits/day, the CU Program can make a big impact in fulfilling ongoing education requirements.

All courses are taught in person at the University of Colorado building at 1800 Grant Street in uptown Denver. Class sizes (usually capped at 35) promote an interactive and energetic learning experience. Throughout the first year of the program, over 95% of participants rated the courses as highly relevant/relevant and the instructors as highly effective/effective.

The FY 2013 schedule (courses, dates, instructors) is available now. Non-employee registration for the next sessions (September 11 and 18) runs August 29 – September 5. There is a modest cost for non-CU participants: \$20/credit hour, with additional discounts offered for registrations of more than 5 hours on a single day. This rate is compared with \$45+/credit for Denver-area in-person training

It's easy to learn more. Check out the Program website: www.cu.edu/controller/cpe. Contact the Program Manager, Lisa Vallad: Lisa.Vallad@cu.edu or 303.837.2156. Sign up for an RSS feed of Lisa's blog. Ask to be added to the email announcement list.

CU looks forward to seeing many of you in the coming year ... and trusts you will find the CU CPE for CPAs Program a great way to comply with your continuing education requirements.

Save the Date: *The 2012 Fall Higher Education Controllers Meeting will be held in the Denver-metro area on Thursday, November 8th. More information about timing, location and agenda will be provided by Fiftwo Baldwin, Higher Education Fiscal Coordinator, in the near future. Please feel free to contact Fiftwo at Fiftwo.Baldwin@cu.edu or 303-837-2150 if you have any questions.*

Metro State Announces New Academic Venture

On August 3rd, Metropolitan State University of Denver unveiled its newest academic venture, its very own Hotel and Hospitality Learning Center (HLC). Spring Hill Suites Denver Downtown is a joint endeavor between a separate non-profit entity created solely for the purpose of managing the project (HLC@Metro, Inc.) and Metropolitan State University of Denver. It is located in the heart of downtown Denver's Auraria campus and its distinctive environment of staff consisting of enthusiastic hospitality students from MSU Denver partnering with full-time professionals provides a unique learning and revenue generating venture for the University.

The HLC offers 150 suites, 5,000 ft² of meeting & event space, and more than 28,000 square feet of academic space, including classrooms, specialty learning labs and faculty offices. The project cost was approximately \$45 million and no taxpayer dollars were used in its construction or ongoing operations. It was solely funded by bonds issued for the project and will be repaid through revenue from the hotel's operations.

A significant portion of the revenue generated by the hotel's activities will go to the University's Foundation office to be used in the form of scholarships. For more information, please visit the hotel's website: <http://www.springhillsuitesdenver.com/>

For information regarding scheduling conferences or seminars, please contact:

Anne V. Frye
Director of Sales & Marketing
SpringHill Suites Denver Downtown at
Metro State
(720) 439-2885
anne.frye@springhillsuitesdenver.com



Controller's Corner



What's Happening?

By the Field Accounting Services Team, State Controller's Office

Staff Changes at the OSC

Brent Voge joined the Office of the State Controller (OSC) as the Financial Operations Manager on August 1, 2012. Brent spent many years at the Department of Revenue, most recently as their controller. We are excited to have this new wealth of state experience in our office. Welcome Brent!

Central Payroll is fully staffed with the latest addition of Chris Cleveland. She joins recent newcomers Theresa Sanders and Renda Bates. Welcome all!

Greg Garner joined the Central Contracts Unit as a Contracts Administrator on July 30, 2012. Greg comes to us from the private sector with approximately 25 years of legal experience and will be reviewing and approving contracts. Welcome Greg!

Rory Abegg is no longer with the OSC Central Accounting Operations section. For warrants questions, please contact either Valerie Smith or Dawn Ralston-Dye.

Capital Construction Six-Month Rule

CRS 24-30-1404(7) requires, except for specific exemptions listed, that a professional services contract be executed and encumbered within six months after the appropriation becomes law. If a professional services contract is not needed, the agency must have a contract with the contractor encumbered within six months of when the funds become available. The six-month deadline for this year's long bill including Add-Ons (HB12-1335) is November 7, 2012. If your agency had capital construction appropriations in this bill you will need to send in a certification for each new project. Please contact your FAST Field Controller with questions.

Housekeeping Calendar Items

- August 31 is the exhibit H cutoff - after that date do not submit related exhibits as Hs received after August 31 will not be automatically posted. R&A will request additional exhibits if necessary related to Hs approved for posting after August 31.
- Exhibit K's are due September 14. See Alert #198 for guidance on new requirements per the Federal Funds Transparency Act, HB12-1009.
- Special Bills should be recorded by period 2 close (September 14, 2012) unless they have a later effective date.
- Management Discussion and Analysis for Stand-alone Financial Statement entities are due on September 20 to Reporting and Analysis.
- Accounts Payable relating to FY11/12 should be cleared by 9/30/2012.
- Annual Travel Report Turnaround forms are due to the OSC by November 2th. These are available on FDW.
- As agency audits come to a close, a copy of the management representation letter is due to your FAST member when it becomes available.
- And as a reminder a copy of IRS Form(s) 8038, 8038-G, 8038-GC, and 8038-T related to debt issuances are due to the OSC within five days of filing.

Fall Conference

The CFMA fall conference is just around the corner. If you have topics or speakers that would interest the membership, please email them to your FAST field controller. We appreciate your suggestions and involvement.



OSPB Update

Erick Scheminske

Several months ago, while working on an important deadline, my home Internet connection decided to fail. This one little event set off a five-day chain reaction of phone calls and technician visits that left me alternatively hopeful and infuriated, driving up my blood pressure and probably trimming several years from my life.

As I contemplated the wasted time, money, words, and patience, I recalled an important tenet of Lean business process improvement: *waste is disrespectful to humanity.*

It is with this basic principle in mind that OSPB has set upon revising the way that we ask State agencies to plan for their operations. We know that, through insufficient planning and unfocused execution, the work done by many State employees is sometimes wasteful – wasteful to themselves, to their talents, and to the customers they serve. We also know that OSPB is not immune to waste, sometimes asking State employees to endure unnecessary and unhelpful processes.

Through our new vision of Strategic Operational Planning, OSPB hopes to bring some respect back into the equation. Respect for our employees. Respect for our customers. And respect for ourselves.

This new respectfulness will come, in part, in the form of a program to enhance the

last nine months, State agencies have already completed over 20 specific projects to enhance government processes, and we expect completion of at least another 60 before March 2013.

We have trained more than 1,300 State employees in Lean tools and practices and have slowly begun to change the culture of Colorado government toward one that is devoted to **Customer-Focused Performance Management** through continuous process improvement.

Building on this process, we will ask departments to stretch beyond the traditional conception of *strategic planning*, and aspire to enhance the benefit of the State's activities to taxpayers through a commitment to strategic *operational planning*.

Our goal is to simplify the questions posed to all departments, and have these questions become central to the activities of all State employees: *Who are your customers? How are they being served? How can they be served better?*

We believe this plan will achieve two important goals. First, we will better connect departments' strategic planning processes to their day-to-day operations. Second, our reports to the legislature will match exactly with the managerial goals and daily work of Executive Branch departments.

We have already asked each and every department to take a close look at the operational processes that drive major program areas, and to assess the demands placed on those processes by customers. In the coming weeks, we will begin to think about how to measure and improve those processes, and we will ask program managers to identify specific performance goals for improvement. Then, we will target the deployment of Lean process improvement tools toward those processes most in need of the help.

We have instructed our team of OSPB analysts to work closely with your budget and program staff to mold these concepts around the strategic and operational planning that your departments may already be undertaking. Rather than dictate the terms of your departments' planning and management philosophies, we instead hope to help enhance the work already done every day.

Most importantly, we hope that all State employees will be excited to help with this effort to better satisfy our customers. Along the way, perhaps we can make the jobs we all do every day just a little bit more fun, too.



MEMBERSHIP INFORMATION

Anyone interested in Colorado State government fiscal management and accounting are invited to join the Colorado Fiscal Managers' Association.

Membership Benefits

- * Newsletter - Free subscription to the CFMA Newsletter . Each newsletter features a President's Letter as well as other topics of interest.
- * Lunch - Special bi-monthly luncheons are held at the National Western Complex: Beef Palace. Luncheons provide the opportunity to meet State employees from other departments/institutions who are interested in fiscal management. You can trade stories and strategies, and learn from the experiences of other agencies who are facing common challenges in fiscal management. Most luncheons feature speakers drawn from within State government or related agencies such PERA, CSECU or C-SEAP. Speakers discuss current issues in financial management or accounting, proposed legislation, or other topics of interest. In addition, there are bi-monthly give-a-ways. You must be a member to qualify for the drawings.
- * Educational Assistance - CFMA provides financial assistance to members in furthering their education in the field of accounting and financial management.
- * Registration Discounts - Receive discounts on attendance fees to CFMA-sponsored events such as the Fall and Spring Conferences and other training seminars.
- * Volunteer Opportunities - There are challenging opportunities for volunteers to participate on CFMA committees or serve as a committee chair. By volunteering for either the Fall Seminar or Spring Conference, you can learn conference organizing, help schedule seminars, and develop marketing material.

Application is available at <http://www.colofma.com/>



CFMA FALL CONFERENCE

Save the Date!!

What: The 2012 - 2013
CFMA/CSMA Fall

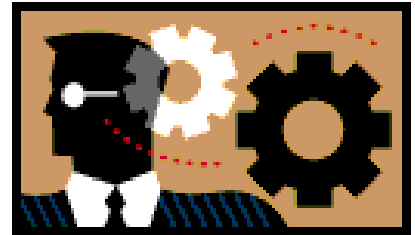
When: November 9,
2012

Where: The New
History Museum

*Stay tuned for more
details...*



And the Survey Says...



The results of the recent survey sent to membership are as follows:

The number of respondents who participated in luncheons last year was pretty evenly split:

- 29% attended 4-5 meetings
- 23% attended 2-3 meetings
- 19% attended one meeting
- 29% did not attend any meetings

86% of respondents would continue to attend if luncheon prices increased a \$1 or \$2.

63% preferred a downtown Denver location, 34% preferred the current location at the Beef Palace, Stock Show Complex. (The luncheon committee is exploring downtown Denver options).

Topics:

- 82% of respondents are interested in Training topics (Software – FDW, Excel, data analysis)
- 82% of respondents are interested in IT Topics – COFRS replacement
- 75% of respondents are interested in Technical Guidance (GASB/FASB)
- 65% of respondents are interested in Legislative updates
- 58% of respondents are interested in Effective Management skills

Benefits of the luncheons:

- 84% were looking for Professional Development
- 75% were looking for Networking with peers
- 34% were looking for CPE credit

In addition to providing us with preferences, we received many good suggestions and comments. The luncheon committee will be taking the results of the survey to make improvements to the luncheons.

Thanks for your input!

"Success consists of going from failure to failure without loss of enthusiasm." ~Winston Churchill



CFMA LUNCHEON DATES/LOCALE

Five times throughout the fiscal year, CFMA holds a luncheon. This provides CFMA members an opportunity to network with fiscal managers and employees from other State agencies.

Lunches are held the third Thursday of select months and are held at the National Western Complex: Beef Palace 4655 Humboldt St, Denver.

The cost lunch for a member is \$10 and for a non-member the cost is \$12. We are no longer offering separate stations for buffet and salad bar. If you choose to get salad, you will need to go through the buffet line and get salad, Lunch check-in begins at 11:30 am with lunch served at approximately 12:00 pm. An evite will be sent to

all members about one week prior to the luncheon. Form of payment will be announced on that email.



Spotlight on CFMA Volunteers

Luncheon committee - Jerrod Cotosman, who is the Medicaid and Provider Fee supervisor for the Department of Health Care Policy and Financing, and his team are working on the luncheon schedule for this fiscal year. Diane Preciado, Hospital Provider Fee Accountant, and Arturo Acosta, Tobacco Tax Accountant, are members of the committee. The Luncheon committee has an important role within CFMA – providing professional development and network opportunities on a regular basis for our members. Specific tasks include finding speakers of interest to our members, securing a caterer and venue for the meetings and handle all aspects of the luncheon, from sending out email invitations to organizing the gift card raffle at each luncheon. It's a large undertaking. If you see Jerrod, Diane or Arturo, please thank them for all their hard work.

About Our Organization

CFMA is run by state employees elected by the membership. The Executive Board consists of the following four elected executive officers: President, Vice-President, Secretary, and Treasurer. Per CFMA's by-laws, all the officers are

elected for a one year term. The President and Vice-President can not succeed themselves in the same office. The Secretary and Treasurer can succeed themselves in office, but can serve no more than two consecutive terms.

At the discretion of the Executive Board, committees can be formed to assist in carrying out CFMA's goals and objectives. Participation on these committees comes from active CFMA members.



Kudos Korner

Congratulations to Janet Ford, Controller for the Department of Revenue! Janet was previously the Controller for Revenue Accounting at the Department of Revenue. Janet has been with the Department for over 30 years. We wish her all the best!



We're on the Web!

See us at:
<http://www.colofma.com/>

