

Colorado Fiscal Managers' Association

CFMA 2012-2013 Officers

Beth Dickinson - President

Trinka Mullin - Vice Pres.

Laura Speaker – Secretary

Linda Dailey - Treasurer

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

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President's Corner

Hello! As the holiday season approaches, the CFMA Board and committees are busy planning events for next year. Please save the dates of May 16th and May 17th for the Spring Conference to be held at Cheyenne Mountain Resort in Colorado Springs. The fundraising committee completed a survey of members about possible venues. Laura's report is included in this newsletter. Also the membership committee is working on a membership brochure and a member directory.

Jerrod and his team are planning a luncheon for Thursday, December 20th on Forensic Accounting with one hour of CPE included. An email invitation will be sent out a few weeks before the meeting. If you did not receive an email invitation to the last luncheon on October 18th and would like to receive an invitation in the future, please contact Jerrod Cotosman at Jerrod.cotosman@state.co.us. There will not be a January luncheon, due to the stock show.

We've received many positive comments about the Fall Conference held at the History Museum.

Attendance exceeded our expectations and we will need to plan for a larger conference room next Fall. Thank you to all the CFMA volunteers and FAST members for their hard work, ensuring another successful conference.

Happy Holidays! I look forward to seeing you soon at one of our luncheons.

Elisabeth Dickinson
President



Top Ten

Bill Schlaufman

Top ten signs it's time for your Controller to retire:

10. Was his idea to convert the state email system to Gmail.
9. Spends most of his day behind closed doors in his office smoking cigarettes.
8. Refuses to use Excel to submit exhibits, instead handwrites them onto blank forms.
7. One of the staff accountants is his great-great-granddaughter.
6. Thinks John Vanderhoof is still the Governor.
5. Staff needs to talk to him in the morning, because he's sound asleep at his desk every afternoon.
4. Hopes to learn that new technology before he retires, COFRS.
3. Sends all his journal entries to Pueblo for input.
2. Spends most of the day talking to an empty chair that he thinks his imaginary Assistant Controller is sitting in.
1. Reminisces about the good old days before the July 1 payroll shift.



Membership Committee Update

Daniel Saint

The Colorado Fiscal Managers Association (CFMA) now has the ability to accept membership and event registrations and renewals on its website: <http://www.colofma.com/>. Individuals seeking renewal or those who wish to become members for the first time are encouraged to register through the online process. This allows individuals to register immediately rather than having to mail in the membership form and wait for processing. In addition, it allows the CFMA to more easily track membership and payment activities. It also ensures that CFMA has correct contact information so that all members can receive announcements on upcoming events and the quarterly newsletter. Thank you for participating in the online registration process and for your help in making this effort a success.

The membership committee has been working on its email distribution list. If you or any of your colleagues are not receiving CFMA communications, please contact Daniel Saint at Daniel.saint@state.co.us.

Finally, we have included a membership directory and fiscal year 2012 membership report. If you would like to get involved with the Membership Committee, please contact Daniel Saint at Daniel.saint@state.co.us.

“What we see depends mainly on what we look for.” ~ John Lubbock



Controller's Corner



What's Happening?

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

Fall CFMA Conference

FAST would like to thank all those who helped make the CFMA Fall Education Conference a success. There was a fantastic turnout and we want to apologize to those members we had to turn away because we filled up so quickly.

2012 Reporting for the Financial Responsibility and Accountability Act

FAST has sent a reminder concerning the compliance statements to all departments and higher education institutions required to report under the State's Financial Responsibility and Accountability Act. The statement is due by December 31, 2012 and the form is available on our website at <http://www.colorado.gov/dpa/dfp/sco/FiscalProcedures/Cur/frac.pdf>. Any questions regarding the act should be directed to your FAST Field Controller.

Housekeeping Calendar Items

- FAST would like to thank all the agencies/institutions that submitted their Travel Reports. We have achieved 100% submission.
- If a capital construction six-month rule waiver is still needed, the Capital Development Committee will meet again in January to hear action items.
- When your agency/institution signs its management representation letter for the 2012 audit, please forward a copy to your FAST Field Controller.

Accounts Receivable Collections Administrative Rule

The State Personnel Director ("Personnel Director") will hold a public hearing on **December 7**, to consider adoption of permanent rules on the Accounts Receivable Collections Administrative Rule. The December 7, 2012 public hearing will commence at 9:00 a.m. at **633 17th Street, Room 7D**, Denver, Colorado 80202. All interested persons are urged to attend this

public hearing and to submit written comments regarding the hearing for consideration concerning the proposed rules. Both the current rule and new rule draft are available on the Central Collections website at www.colorado.gov/dpa/dfp/ccs under the Rules and Regulations tab.

Central Payroll

The Central Payroll office has begun preparations for calendar year end and W-2 processing.

- Communications will be sent to the PPO mailing list and agency payroll officers directly regarding year end processing procedures and instructions.
- There will be a PPUG meeting at the Fort Logan auditorium on Tuesday, December 4th, starting at 9am. The meeting will touch on key topics related to year end procedures.
- It is important that all payroll adjustments affecting an employee's 2012 wages are recorded in CPPS prior to the close of the calendar year.
- As always, W-2s will be mailed by January 31, 2013 as required by the IRS.
- If you have any specific questions regarding W-2 processing, email them to central.payroll@state.co.us

Central Accounting Operations

All outstanding warrants dated 7/1/11-12/31/11 will expire during the COFRS nightly processing cycle on 12/21/12. The expired warrants will then be submitted to Treasury's Unclaimed Property. Agencies are required by statute to do their due diligence in locating the owner of the warrant, of amounts \$50 or greater. The third EAP18R report will be available on document direct on Monday 12/3/12 to review all warrants scheduled to expire by agency.

Preliminary 1099 reports are available on Document Direct. Five 1099 Report Review Workshops are being held Thursday November 29th-Friday December 6th. Reports

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OSPB Update

Erick Scheminske

On November 1, 2012, the Hickenlooper Administration submitted our budget request for Fiscal Year 2013-14. With appreciation for the many readers of this newsletter who worked tirelessly on their own components of the budget, I thought I would use this space to share a broader overview of how the various pieces fit together.

Our plan reflects a cautious optimism for Colorado's economy and a prudent, sustainable approach to managing the State's budget. A strong rebound in Colorado's sales and income tax revenue allows us to propose new spending in some critical areas of our government, including K-12 Education, protection for some of our most vulnerable citizens, and improving important State government infrastructure. Equally importantly, our request sets aside nearly \$100 million in savings to account both for obligations in future fiscal years and potential revenue shortfalls.

Underpinning our request, we believe that the nature of Colorado's recent revenue performance includes significant one-time components. Colorado's economy is in recovery with employment levels slowly returning to the pre-Great Recession peak. In two years, however, we have seen individual income tax revenue growth of 22.7 percent, while non-farm employment grew only 2.8 percent. We believe this disparity is the result of capital gains tax revenue that resulted from investors selling stock shares

that appreciated substantially since 2009. Though the stock market remains within about seven percent of all-time highs, past experience tells us that these gains are one-time and volatile in nature. It would be unwise to assume they will continue unabated.

Indeed, we remain mindful of a still-uncertain economic environment. The economy faces serious challenges with continuing fiscal and economic distress in Europe, debate over fiscal policy here in the United States, and the resulting uncertainty in the business community and among households. These risks could result in more slowing of the economy than is currently forecasted.

Nevertheless, our FY 2013-14 budget proposal carefully begins to restore funding to segments of Colorado's government hit hardest by the Great Recession. We are pleased to request over \$201.6 million in new funding for K-12 education, which is \$31.7 million above projected enrollment growth and inflation. We are also requesting \$37.5 million in new appropriations to our Institutions of Higher Education.

The impact of the Great Recession continues to be visible through the increases in the Medicaid program. Almost 40 percent of the State's total funds increase for FY 2013-14 is from federal funds, the majority of which is associated with the Department of Health Care

Policy and Financing for Medicaid. Similarly, roughly 45 percent of the State's General Fund increase is for Medicaid costs. This equates to \$475.6 million in new total funding for Medicaid-related costs, of which \$174.7 million is General Fund. Presently, we project that over 730,000 Coloradans will be enrolled in Medicaid during FY 2013-14.

Other increases in General Fund appropriations include \$38.1 million for Human Services, \$44.9 million for controlled maintenance on State-owned buildings, and an additional \$23.1 million to the Controlled Maintenance Trust Fund. Of the new FY 2013-14 spending proposed in the General Fund, at least \$90 million is for non-recurring expenses.

Importantly, after four fiscal years without a raise, our budget request also includes funding for State employees to receive a modest cost of living adjustment of 1.5 percent and to reward meritorious performers from a pool of funds equivalent to 1.5 percent of payroll. In total, these items require \$57.8 million TF and \$27.4 million GF.

As a counterbalance to this budget growth, we believe the time is right to achieve reserve levels in the General Fund that can better prepare the State for the inevitable next economic downturn. We are requesting a 5.0 percent General Fund reserve, starting

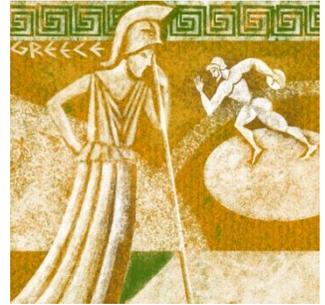
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OSPB Update *Continued from page 4*

in FY 2012-13. Currently, with reserves of 4.0 percent of spending, we only have two weeks of operating room in the event of a downturn. The last two recessions each caused roughly 16 percent reductions in General Fund revenue. We believe four percent reserve is not adequate as a reserve account.

To learn more about our FY 2013-14 budget request, visit our Web site at <http://www.colorado.gov/ospb>.



Controller's Corner *continued from page 3*

will be reviewed by the agency for accuracy. Agency deadline to guarantee updates on the final turnaround reports and warrant cancellations is Thursday, December 20, 2012. Agency deadline to enter PV and JV transactions for calendar year 2012 1099's is Thursday, 12/27/12. All transactions must show as ACCPT on SUSF Monday 12/31/12. If you are interested in attending a 1099 Report Review Workshop, please contact Valerie Smith at Valerie.Smith@state.co.us or 303-866-3348. This is not a 1099 training class, only a workshop to work on the 1099 reports.

Mileage Reimbursement Change

The IRS mileage reimbursement rates and the State of Colorado rates have changed effective January 1, 2013 and are increased from January 1, 2012.

Mileage Reimbursement Rates Cents Per Mile

	Effective 1/1/2012	Effective 1/1/2013
IRS Rate	56	57
State of Colorado		
2WD	50	51
4WD	53	54



MEMBERSHIP INFORMATION

Anyone interested in Colorado State government fiscal management and accounting is 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 as 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/>



And the Survey Says...

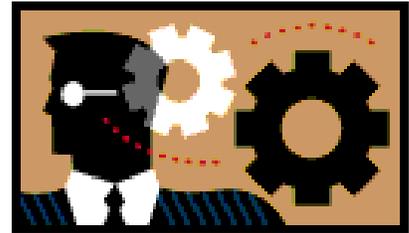
Many of you received a request to complete a short survey about fundraising. You were asked if you would participate in specific activities and if so, what day and time would be the best. The survey was sent to 272 current and former CFMA members. Of that population 90 people responded either partially (eight people) or fully. As far as surveys go, that is a decent response rate, so thank you to those of you who took the time to give feedback.

One respondent commented "I don't know anything about the scholarship criteria and selection process. I would be reluctant to participate in raising funds for a scholarship without this information and then determining if I agree with the criteria and selection process."

This is a very good question and I hope the answer provides all of you the same inspiration and motivation that it provides me to serve and participate in CFMA fund raising events.

The Tim Smith Memorial Scholarship was established by the CFMA to honor a past president of the organization and former Deputy Director of the Colorado State Lottery who lost his life while serving the citizens of Colorado. This scholarship is available to students who are Colorado residents entering their sophomore, junior or senior year of undergraduate study at a state supported higher education institution in Colorado. Applicants must be enrolled in a degree program with a declared major in the area of accounting, finance, or other financial management study. Both full and part-time students are encouraged to apply. Part-time student awards are prorated. Applicants must also intend to pursue a career with the State of Colorado.

Every year the Executive Board designates the amount of funds to award. The amount is based on the net proceeds from funds raised specifically for the Tim Smith Memorial Scholarship, and donations. Last year CFMA awarded \$1,000 to the first place winner and



\$750 each to two second place winners.

Now for the results of the survey. Drum roll please....

Would you participate in a trip to Central City/Blackhawk?

- 57.8% would NOT participate
- 25.6% would participate if the event were held as a Friday after work event
- 25.6% would participate if the event were held as a Saturday afternoon event
- 20% would participate if the event were held as a Saturday evening event

Would you participate in a bowl-a-thon fund raising event?

- 56.8% would NOT participate in this type of event
- 19.3% would participate if the event were held on a Friday evening
- 22.7% would participate if the event were held on a Saturday morning
- 12.5% would participate if the event were held on a Saturday evening

CFMA Members Fund Raising Ideas

Note: Since we had 90 respondents, it was not possible to list all of the ideas here. The ideas below were ones that were mentioned by multiple respondents. I am not sure we can implement everything here, but the committee will look at these to see which ones we can implement. Thank you again for the great ideas. Even if yours was not listed, we will still consider it at committee meetings.

- A silent auction at the CFMA Spring Conference the first evening
- Pick a restaurant that will donate 10-15% of the proceeds and have everyone dine there
- Either raise the dues or give members the option to donate additional dollars when they sign up for membership

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Survey Results *continued*

- If prompted to make a donation to the Scholarship out of my own pocket when I register for your CPE courses or other education opportunities, I will definitely do it
- Organize a fundraising walk
- Hold a bake sale. One approach might be for the CFMA members at each Department (that want to participate) to hold a bake sale at their Department and then donate the proceeds
- Wine tasting, combine with a restaurant for some type of dinner out night where people pay a flat rate and the restaurant serves a set menu and CFMA gets a portion
- Raise the cost of luncheons and have the additional amount go towards scholarships
- Miniature golf
- Bowl-a-thon should have individual entries, not necessary to make up a team
- Advertise events through state-wide newsletters so that non-members have the opportunity to attend

I sincerely thank those of you who provided feedback. If you are interested in serving on the committee, please call me at 720-828-2745 or email me at laura.speaker@cccs.edu. The current committee consists of Mary Ball and myself. Maybe you are interested in organizing a specific activity but not necessarily serving on the committee. If that is the case, please contact me. I look forward to hearing from you.

Laura Speaker
Fund Raising Committee Chair

Save the Date!

The next Higher Education Controller's meeting is scheduled for Wednesday May 15, 2013 at Cheyenne Mountain Resort in Colorado Springs, Colorado.

Please submit agenda items and training topic suggestions to Fiftwo Baldwin at Fiftwo.Baldwin@cu.edu or 303-837-2150.



Spotlight on CFMA Volunteers

Membership committee - Daniel Saint, an Accountant with the Department of Revenue (DOR), and his team are working on several projects for this fiscal year. Kristina Kolaczowski, Budget and Policy Analyst with DOR; Mary Ball, Accountant with DOR; and Terrie Craven, Division Fiscal Manager, Department of Public Safety, Division of Fire Prevention and Control, are members of the committee.

The Membership committee is tasked with several goals – finding new members, updating email distribution lists, updating member contact information, and compiling a member directory. It's been a challenging year with the State's change to Google and a new registration process. Daniel and his team have been up to the task and are working on producing a CFMA brochure to hand out at conferences and other events. If you see Daniel, Kristina, Mary or Terrie, please thank them for the work they do for the benefit of CFMA.



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 of lunch for a member is \$11 and for a non-member the cost is \$13. 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 invite will be sent to

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



DECEMBER CFMA LUNCHEON

Come and join us for "Fraud for the Holidays!" The guest speakers are Robert Shapiro and Mike Langley from the Attorney General's Office. Mr. Shapiro is the First Assistant Attorney General for Special Prosecution and Mr. Langley is a Criminal Investigator in the Special Prosecutions Unit.

The luncheon will be at the Beef Palace and will cost \$11 for members and \$13 for non-members. One hour of CPE credit will be available for attendees so please make sure to be on time as the presentation will begin around 12:10.

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.



We're on the Web!

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

