



December 2006 through March 2007

AGA

PHOENIX CHAPTER

2006 - 2007
Issue 3

MESSAGE FROM THE PRESIDENT

Welcome to the Phoenix Chapter of the AGA!

Please accept my Best Wishes for a terrific 2007! As we look ahead, our chapter continues to grow with increased member participation at the monthly chapter CPE sessions and audio conferences. The Recruitment Challenge Membership drive has been a success and we encourage you to join this drive by sponsoring two new members to our chapter. In April we will be having the much awaited one day Annual Professional Development Conference. You may access our new website anytime at agaphoenix.org for the latest updates. It is our sincere hope to provide you with a host of programs and events that are not only timely but also interesting and meaningful. If you are not already a member of the AGA, I urge you to join today. Thank you very much for your support!

**Warm Regards,
Gayathri D (Devi) Bala, CGFM. CPA**

UPCOMING EVENTS

Join us for our Chapter Mega Event on March 8th!
Topics will include Contract Fraud and Contract Auditing (4 hours of CPE)

Location: Maricopa Community College District Office, Employee Lounge, 2411 W. 14th Street, Tempe, AZ

Cost: \$15 members, \$20 nonmembers

Time: 11:30 am - 4:00 PM

Menu: Chinese Cashew Chicken, White Rice, Stir Fry Vegetables, Pot Stickers, Egg Rolls Salad, Dessert, Soda, Water, and Tea

RSVP: Please RSVP via email to ed.radwan@asu.edu by **NOON on Monday March 5th**. In the Subject Line note "AGA Luncheon RSVP" and your name. If you must cancel a reservation kindly send an email by the morning of the event. Thank you!

Mark your calendars for our AGA Phoenix Chapter 2007 Professional Development Conference scheduled April 20th.

Registration Information coming soon!

Topics will include Modeling Logic, SEA Certificate, Auditing, Investigations, Investments, Yellow Book and GASB Updates.

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**AGA PHOENIX CHAPTER
Program Year 2006/2007
EXECUTIVE BOARD**

PURPOSE: Consists of chapter officers, past president, committee chairs, and other members appointed by the chapter president. Responsible for all chapter business and planning.

OFFICERS: President Gayathri (Devi) Bala, CPA, CGFM
Past President Michelle Paul
Co-Vice President Betsy Thompson
Co-Vice President Sandy Minor
Secretary Lynne Davis
Treasurer Tara Barton

ADDRESS: AGA Phoenix Chapter, PO Box 64911, Phoenix, AZ, 85082-4911

PHONE: (480) 731-8582

FAX: (480) 731-8560

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Mission Statement

AGA Phoenix Chapter serves Arizona professionals in the government financial management community by providing quality, low-cost continuing education, promoting professional development and interaction among members, and fostering a commitment to community involvement as well as a sense of responsibility for advancing government accountability.

Vision

AGA Phoenix Chapter actively creates an avenue for membership to share ideas with each other, to share knowledge and time with the community, and to promote the advancement of government standards and accountability within the profession.

Goals for FY 2006 – 2007 and Beyond

- Provide high quality, low-cost continuing professional education to the membership and the government accounting community.
- Promote the value of AGA membership in order to retain and expand membership.
- Promote the value of the Certified Government Financial Management (CGFM) program.
- Promote government financial management to schools and colleges and become spokespersons for the advancement of government accountability through quality course offerings to students.
- Seek National AGA support for a consistent local web site format and the technical support necessary to provide a web base venue that the membership can use to research current information relating to the Phoenix chapter.
- Promote networking among membership at chapter events.
- Promote Executive Board membership in order to diversify our ideas and strengthen our focus.
- Expand AGA membership throughout the state.

NEWSLETTER

We'd love your input!

Please remember to send in any articles of interest, including any that you may have written on the subjects of management, accounting, or auditing. We welcome your comments and suggestions.

In addition, please send us any special announcements in relation to promotions, marriages, births, anniversaries, certifications achieved, or any other significant event for any of our chapter members. Any article submitted by the second week of the month will be included in the next month's newsletter.

Please email your news for forthcoming newsletters to newsletter@agaphoenix.org.



TREASURER'S REPORT

	October	November	December	January	February
Book Balance	12,793.94	12,930.52	12,377.51	11,171.70	13,902.96
Receipts	863.02	841.95	27.58	4,562.79	530.19
Disbursements	726.44	1,394.96	1,233.39	1,831.53	2,607.20
Book Balance	<u>12,930.52</u>	<u>12,377.51</u>	<u>11,171.70</u>	<u>13,902.96</u>	<u>11,825.95</u>
Outstanding Checks	23.32	126.12	173.32	0.00	0.00
Outstanding Deposits	0.00	0.00	0.00	0.00	0.00
Adjusted Book Balance	<u>12,953.84</u>	<u>12,503.63</u>	<u>11,345.02</u>	<u>13,902.96</u>	<u>11,825.95</u>
<u>Account Balance</u>					
Cash on Hand	30.00	30.00	30.00	30.00	30.00
Checking Balance	458.58	915.00	0.00	2,553.73	451.76
Savings Balance	3,359.14	2,527.41	2,257.77	2,235.87	2,237.16
Scholarship Fund	4,108.15	4,114.34	4,120.75	4,127.17	4,132.98
Share Certificate	4,897.97	4,916.88	4,936.50	4,956.19	4,974.05
Total	<u>12,953.84</u>	<u>12,503.63</u>	<u>11,345.02</u>	<u>13,902.96</u>	<u>11,825.95</u>

ANNOUNCEMENTS

- ♦ **RV Financial Services Manager (Accounting Manager), Arizona Department of Revenue, \$38,818 - \$52,495;** DESCRIPTION OF DUTIES: Administer and direct the Revenue Accounting operations for the Department of Revenue. Ensure the units operations and practices are in compliance with General Accepted Accounting Principles (GAAP), state statutes and regulations and department policies and procedures. Provide expert technical guidance and information to department management on financial operation for collections and distribution of over 13 billion dollars in revenue. Oversee a professional staff that performs the daily accounting operations. Work with other employees within the department and various governmental agencies, i.e., State Treasurer's office, General Accounting Office, etc. to resolve issues. Assist with the proper reconciliation of the Department's four major tax types. DESIRED QUALIFICATION: The ideal candidate will have a college degree, 3 years of technical training (advanced accounting). 2 years of outside accounting. FOR DETAILS – go to www.azstatejobs.gov. Once you are in the website you will either create an account if you are a first time user or click on the login and search for jobs. Type in DOR in the keywords field to find and apply for this position.
- ♦ **Accountant IV, Pinal County, Entry Level Rate \$55,328.00 to \$58,156.80:** PINAL COUNTY GOVERNMENT is adding an Accountant IV to its Finance Staff, located in historic Florence. The successful candidate will perform accounting work of considerable difficulty. Compilation of the Comprehensive Annual Financial Report and preparation of the Expenditure Limitation Report are two of the main job duties. Requirements for this position: Bachelors in Accounting, Finance, or a related field. Five years of full-time professional employment in accounting, auditing, or budgeting. Prior governmental experience in preparing a Comprehensive Annual Financial Report is highly desirable. For complete information and to apply for this challenging position please visit our website at www.pinaljobs.com. EOE

CGFM COMMITTEE

Annual CGFM Renewal Time

It is time to renew your CGFM designation and/or AGA membership! Below you'll find answers to frequently asked questions about CGFM renewal:

Q: How often do I have to renew my CGFM designation?

A: CGFM certification is renewed on an annual basis. A renewal invoice is sent out in February and the payment is due by March 31st. If you do not receive an invoice by mid-March, please call AGA at 1.800.AGA.7211. If your address has recently changed, please be sure to update your contact information with AGA and pay your dues in the "Members only" section of AGA website (www.agacgfm.org).

Q: What are the requirements for maintaining the CGFM certification in an active status?

A: To maintain the CGFM certification in an active status, CGFMs are required to:

-- Pay the CGFM renewal fee by the due date every year.

-- Complete at least 80 hours of continuing professional education (CPE) every two years in government financial management topics or related technical subjects.

-- Maintain and, if requested by AGA, provide detailed information on CPE hours completed.

To retain the CGFM certification, all CGFMs must adhere to the AGA's Code of Ethics. By submitting their annual renewal payment, CGFMs affirm that they have and will continue to abide by AGA's Code of Ethics and that they have fulfilled the minimum CPE Requirements.

Q: How do I determine my CPE cycle?

A: Your first two-year CPE cycle starts on January 1st of the year following the one when your CGFM was awarded (for example, if your CGFM was awarded in 2001, your first CPE cycle was 1/1/02-12/31/03). The award date is listed on your CGFM certificate. Your current CPE cycle is listed on your renewal invoice. For a table of all CPE cycles visit www.agacgfm.org/cgfm/maintain/cgfm_calendar.aspx.

Q: My two-year CPE cycle just ended on December 31, 2006, but I did not complete 80 CPEs in 2005-2006. Can I make up the deficiency?

A: Yes. CGFMs who have not completed the 80 CPE hours in 2005-2006 cycle have until March 31, 2007 to make up the deficiency. Any CPE hours completed toward a deficiency in one period must be documented in the CPE records and may not be counted toward the requirements for the next two-year period. More information on CGFM CPE requirements can be found on www.agacgfm.org/cgfm/maintain/cpe_requirements.aspx.

Q: I just retired. Do I need to do anything to adjust my CGFM status to "retired"?

A: Yes. Individuals who are retired from AND are no longer substantially working in the government financial management community can request an adjustment of their status to "retired" by contacting AGA's Office of Professional Certification (by mail or e-mail at agacgfm@agacgfm.org <<mailto:agacgfm@agacgfm.org>> - please provide the date of retirement and confirm that you are no longer substantially working in the government financial management community). CGFMs in retired status are not required to remit the CGFM renewal fee or earn the 80 CPE hours. If retired CGFMs return to work (substantial employment or contracting) in the government financial management community, they must contact AGA to change their status back to "active."

More information on CGFM renewal policies can be found on www.agacgfm.org/cgfm/maintain/.for the third exam. I found the self-study materials much more helpful than the seminar, and I feel like I have learned a lot about different types of government and how they function.

CGFM COMMITTEE (CONCLUDED)

This month the CGFM Corner is pleased to feature the comments of Traci Helwig, CGFM, who recently obtained her certification by examination. Congratulations, Traci!

Anyone with questions about the CGFM program can contact CGFM Coordinator Kathleen Rogers, CGFM at 480-965-8479 or kathleen.rogers@asu.edu.

The CGFM Certification –

I started the process of getting my CGFM certification almost six years ago and I had taken and passed the first exam before my work got busy and stressful. I was unable to find the time to finish the other two exams before my application expired. I had taken a seminar for the Governmental Environment section and found it helpful.

About a year ago, I decided it was time to finish and finally attain my goal of getting my CGFM certification, even though it meant retaking the first exam. I already had the second exam self-study material, and so I set out to restudy the material, take, and pass the second exam. I then retook the first exam and bought the self-study materials for the third exam. I found the self-study materials much more helpful than the seminar, and I feel like I have learned a lot about different types of government and how they function.

In late August I took and passed the third and final exam. I felt such a relief at having accomplished my goal. The exams are given at a testing facility on a day and time you choose, which I found to be really convenient.

From my perspective, the knowledge and experience I gained throughout the exam process has made the certification worthwhile. I also appreciated the fact that I could get CPE credits while studying for another certification. I would encourage anyone who has a desire to further their knowledge of the government and governmental accounting to get their CGFM.

MEMBERSHIP COMMITTEE

MEMBERSHIP UPDATE

Congratulations to Sandy Minor who recently sponsored two new members and is the 2nd recipient of this of a \$25 gift certificate. Sandy actually sponsored 3 new members so she's already halfway to an additional \$25 gift certificate. The other people who are also just one new sponsored member away are: Yvonne Clark, Lynne Davis, Barbara Gladfelter, GCFM, and John Schutter (a 2nd time this year). Just remember, for every two new members you sponsor you can earn a \$25 gift certificate. Just have the new member indicate that you are their sponsor on the enrollment form. Please contact Ed Radwan (Ed.Radwan@asu.edu) if you have any questions.

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MEMBERSHIP COMMITTEE

(CONCLUDED)

(Continued from page 5)

MEMBERSHIP PROFILE

This Newsletter presents a member profile on :

Tracey Helwig, CGFM

Current Job Title and Employer: Senior Financial Services Manager, Student Business Services, Arizona State University

Brief Career History: I have been at ASU for 9 years serving in a variety of different financial positions during that time. Previous to ASU, I had worked in accounting positions in health care and the retail/wholesale industries

College Degrees and Certifications: I have a BSBA with a major in Accounting, CPA, and CGFM certifications

Why did you join AGA? What benefits has AGA offered in your career or on a personal level? I love to learn and AGA provides me with monthly opportunities to learn new things and to network with other governmental accountants

What words or motto do you live by? “Always do the best you can”

Who has been a big influence on your life? My father

What do you like about your current job? I just started my current position 2 months ago, so I am still settling in and learning the ropes. What attracted me to this new position was the chance to grow and experience new challenges.

If you could have any job other than your current career what would it be? Either an archeologist or a historian

What do you do in your free time or when you're not working? Scrapbook, camping, NASCAR, and reading

What career advice would you give others? Set goals and always work towards them as only you can make them happen. Never quit learning.

CONTACT THE MEMBERSHIP COMMITTEE!

If you would like to see your (or a co-worker's) promotion, retirement, special recognition or award included in the membership section of the newsletter, or you have questions, comments or ideas regarding membership and recruitment, contact the Membership Committee at:

Membership Committee

E-mail to Edward.Radwan@asu.edu

Fax to (480) 965-2455; or

Phone at (480) 965-1101

COMMUNITY SERVICE AND AWARDS COMMITTEE

Hello and Happy New Year!

I want to thank all who participated in the Christmas Angel program. We had 20 recipients of our holiday gift giving. Michelle Paul took all the gifts to the Salvation Army after our December Chapter meeting so the Salvation Army could then make sure all the gifts got to the appropriate children.

We also gave the \$150 that was collected at the December meeting to St Vincent de Paul. I know they will put it to good use and I thank all who came to the meeting to participate in the collection.

Mary Adelman and I have been attending tax classes so we will have our certificate to participate in the VITA site run by the City of Tempe. We got CPE for our participation in the classes so maybe next year the free CPE will stimulate more participation from others. I am not sure what dates we will actually work but I'll keep you posted.

Thanks again for all the help.

Betsy Thompson
Community Service Chairperson
Phoenix Chapter AGA

COMMUNICATIONS COMMITTEE

Have You Checked Out AGA Phoenix Chapter's Website?

Our website is located at www.agaphoenix.org. We have six pages of information we hope you will find beneficial. The first page on our site is the Home page which always has a "Message from the President", as well as a link to the next chapter meeting (as soon as it's available) and possibly some special news. Other pages are: Our Purpose, Becoming a Member, Calendar of Events, Newsletters, and the Contact Us page which provides email addresses for event registration and questions on general information, membership, CGFM, newsletter, community service, or the website.

Feel free to send me an email if you have any suggestions or comments on our website. You can click on the "Having technical problems?" link on the bottom of any page to reach me, or you can find me on the Contact Us page.

We hope that you find our website informational and useful. Happy New Year!

Karie Tepper
Webmaster

EDUCATION COMMITTEE

2006 - 2007 Education and Meeting Plan

Date	Time	Event & Topic	CPE Credit	Presenter
05/11/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Awards and Recognition	N/A	Michelle Paul
09/14/2006	11:00a-12:50p	Audio Conference w/ Lunch Topic: Risk Assessments for Performance Audits	2	AGA National
10/12/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Airport Development and It's Economic Impact	1	Frank Darriga
11/08/2006	12:00p-1:50p	Audio Conference Topic: The New Yellow Book	2	AGA National
11/16/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Innovative Banking(B of A)	1	Larry Glendon Michelle Nims
12/06/2006	12:00p-1:50p	Audio Conference Topic: Procurement Cards-Successes and Challenges	2	AGA National
12/14/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Holiday Social	N/A	
11/11/2007	11:30a-3:00p	Educational Seminar w/ Lunch Topic: Deferred Compensation, AZ Tax Update and Federal Tax Update	3	Audrey McGhee George Lopez
01/19/07	8:30a—12:00p	Ethics (w/MCCCD)	4	ASCPA Blumenthal
02/08/2007	11:30a -1:00p	Chapter Meeting w/ Lunch Topic: Water Management	1	Salt River Project
02/28/2007	12:00p-1:50p	Audio Conference Topic: Internal Controls	2	AGA National
03/08/2007	11:30a -1:00p	Chapter Meeting w/ Lunch Topic: Contract Fraud	1	John Kroy - JeffersonWells
03/08/2007	1:00p - 4:00p	Educational Seminar Topic: Contract Auditing	3	John Kroy - JeffersonWells
03/28/2007	12:00p -1:50p	Audio Conference Topic: Procurement Fraud	2	AGA National
04/12/2007	11:30a -1:00p	Chapter Meeting w/ Lunch Topic: Career Change	1	Anderson
04/20/2007	8:00a - 4:00p	Professional Development Conference		
		Topic: Modeling Logic or SEA Certificate	2	Jeff Hart
		Topic: Audit	2	Jerry Silva
		Topic: Investigations	1	Auditor General's Office
		Topic: Investment Pools/Operations	1	New Treasurer
		Topic: Yellow Book/GASB Updates	2	Randy Roberts

EDUCATION COMMITTEE
(CONCLUDED)

March Mega Event Scheduled Thursday March 8, 2007

Please mark your calendar for the AGA Phoenix March Mega Event scheduled Thursday March 8, 2007. The event will kick-off at 11:30 with a fantastic lunch (see 1st page of newsletter for menu). Following lunch will be the first session which will cover Contract Fraud. After this session and a short break, the 2nd session will cover Contract Auditing. Our presenters for both sessions will be John Croy and Jefferson Wells. We are very honored to have John share his knowledge of Contract Fraud and Auditing with us. Below is short biography of John's distinguished career.

Four CPE credits will be awarded during this event so for those CPAs and CFGMs in need of CPE credits then this is an event you will not want to miss!

John M. Croy, CIA, CFE, CPA, MBA

John is a Director of Construction Services for Jefferson Wells International. He has broad experience including Construction, Engineering, Forensic and Manufacturing accounting and auditing for commercial and governmental projects in North America and several foreign countries. He has given seminars and has been a guest speaker on behalf of the Institute of Internal Audit at universities on the subject of internal audit and construction auditing.

John joined Jefferson Wells International in 2002. He helped develop and is an instructor for the Construction Services Workshop, a Jefferson Wells University seminar that provides advanced training for construction auditors. John has conducted engagements for restaurants, gaming industry, high technology firms, municipalities, developers and manufacturing entities.

Prior to joining Jefferson Wells International, John held senior level positions for major publicly traded construction and engineering companies including Chief Financial Officer and Assistant Director of Internal Audit. John holds a Bachelor of Science Degree in Accounting and a Masters in Business Administration from the University of Idaho. He is also a Certified Internal Auditor, Certified Fraud Examiner and Certified Public Accountant.

EXECUTIVE BOARD MINUTES

DECEMBER 2006
2006 AGA EXECUTIVE BOARD MINUTES

2006-2007 Program Year
December 14, 2006

Maricopa County Community Colleges
District Support Services Center
2411 W. 14th Street
Tempe, Arizona 85281-6942

Quorum Present:	Devi Bala, CGFM	Tara Barton	Lynne Davis
	Michelle Wrapp	Ed Radwan	
	Karie Tepper	Michelle Paul	
	Elizabeth Thompson	Kathleen Rogers, CGFM	

EXECUTIVE BOARD MINUTES
(CONTINUED)

(Continued from page 9)

The meeting was called to order at 10:45 AM. The agenda included the following:

The minutes of the November AGA Executive Board meeting were submitted for approval. Karie Tepper motioned to approve the minutes. Devi Bala, CGFM, 2nd the motion. Vote was unanimous.

Devi Bala, CGFM, reported that Maricopa Community College will be sponsoring 20 people from MCCD for the ASCPA Professional Ethics session on January 19, 2007. Devi will send out a registration form to the Phoenix Chapter AGA membership. The Phoenix AGA will provide a continental breakfast for the class.

Tara Barton submitted the Treasurer's Report for November 2006 for approval. Kathleen Rogers, CGFM, motioned to approve the November Treasurer's report. Michelle Wrapp 2nd the motion. Vote was unanimous.

Betsy Thompson made a motion to set aside up to \$75 for flowers or a charitable gift for a relative of a Board Member who passed away. Tara Barton 2nd the motion. Vote was unanimous.

It was mentioned that at the last Audio conference, seven people who RSVP'd that they would attend, did not show, or did not cancel. There is a policy that if you register and cannot attend, you still need to pay the conference fee, since this nominal fee covers the cost of the food. It was suggested that this policy should be more strictly enforced for future conferences. It also should be noted on the invitation to the luncheons and conferences that payment is expected the day of the meeting.

Ed Radwan reported on the Membership Committee. To date we have approximately 225 members, which is the largest membership in our region.

Betsy Thompson reported on Community Service. Twenty Salvation Army Christmas Angels were distributed at the last Chapter meeting. It was agreed that the donations from the December 14, 2006 Holiday Social will go to St. Vincent de Paul. It was suggested that towards the end of the fiscal year, the Chapter should have another drive, with the proceeds going to other organizations.

Michelle Wrap reported on the Scholarship Committee. Michelle has received 25 applications for the AGA Scholarship.

Meeting adjourned 11:25 AM.

JANUARY 2007
2007 AGA EXECUTIVE BOARD MINUTES

2006-2007 Program Year
January 11, 2007

Maricopa County Community Colleges
District Support Services Center
2411 W. 14th Street
Tempe, Arizona 85281-6942

EXECUTIVE BOARD MINUTES
(CONCLUDED)

The meeting was called to order at 11:05 AM. The agenda included the following:

The minutes of the December AGA Executive Board meeting were submitted for approval. Betsy Thompson motioned to approve the minutes. Karie Tepper, 2nd the motion. Vote was unanimous.

Betsy Thompson reported on Community Service. We received two thank you letters from the Salvation Army, and St. Vincent de Paul, for our contributions made in December. The documents will be retained for audit purposes.

Ed Radwan reported on Membership. We are at 84% of our membership goal, which is about the same as National AGA.

Devi Bala, CGFM, reported that attendance at the conferences has been very good. There were sixty attendees at the Tax Update seminar and forty-five have registered for the Ethics seminar. Devi also stated that the Quarterly Report to National is due in February.

Keith Orr, CGFM, reported on Education. There are two upcoming video conferences; February 28 – Internal Controls, and March 28 – Procurement Fraud. There will be a four hour live seminar on March 8, on Contract Fraud and Contract Auditing, taught by John Kroy – Jefferson Wells. The annual PDC will be on April 20 at ASU West. The committee is looking for volunteers for the conference, especially for the registration desk. Karie Tepper has agreed to bring the materials, (Name tags, attendance list, CPE Certificates) to the conference. Jerry Snyder will be responsible for the audio and food. Karie will do the brochure. Devi will get the mailing list from the ASCPA. The keynote speaker will be Jeff Hart, the National President of AGA.

Meeting adjourned 11:28 AM.