

IGFOA

DENVER, COLORADO

MAY 24-26, 2017 IGFOA Summer Meeting

HYATT PLACE HOTEL DOWNTOWN DENVER

MEETING AGENDA

The goals of the 2017 GFOA and IGFOA conferences are to:

- Review key issues and ideas presented during the GFOA Conference and discuss how they apply to the insular governments;
- Review the progress of the insular government's single audits and attempts to measure finance office performance;
- Review and discuss finance office best practices employed by finance office practitioners from the city of Denver, Colorado and city of Arvada, Colorado;
- Review internal controls fraud assessment from the perspective of the Department of the Interior's Office of the Inspector General;
- Review forthcoming GASB standards applicable to IGFOA members and required preparation; and
- Build government specific action plans to address single audit improvement, enhance finance office grant related process improvement, measure financial office performance, and prepare for implementation of new GASB standards.

SUNDAY, MAY 21, 2017

6:00 a.m. **🕒 Breakfast**

Breakfast provided daily by the Hyatt Place Hotel.

10:00 a.m. **Overview of GFOA & IGFOA Conferences.**

Longs Peak Conference Room, Hyatt Place Hotel, Denver

- Participant Introductions, GFOA Session Recommendations, GFOA Session Assignments

12:00 p.m. **🕒 Lunch on Own.**

1:30 p.m. **GFOA Conference Concurrent Sessions Begin**

- *Colorado Convention Center*
700 14th Street, Denver, Colorado 80202

- 6:00 p.m. **GFOA Conference Welcome Reception**
- *Wings Over the Rockies Air & Space Museum*

🔑 Dinner on Own.

MONDAY, MAY 22, 2017

- 6:00 a.m. **🔑 Breakfast**
- Breakfast provided daily by the Hyatt Place Hotel.*

- 8:00 a.m. **GFOA Conference Concurrent Sessions Begin**
- *Colorado Convention Center*

12:00 p.m. **🔑 Lunch on Own.**

- 1:30 p.m. **GFOA Conference Concurrent Sessions Continue**
- *Colorado Convention Center*

- 5:30 p.m. **IGFOA Participant Check-In**
Brief Check-In on the GFOA Conference
Longs Peak Conference Room, Hyatt Place Hotel, Denver
- Please join Graduate School staff for a very brief mid-conference GFOA check-in with the insular government participants.

TUESDAY, MAY 23, 2017

- 6:00 a.m. **🔑 Breakfast**
- Breakfast provided daily by the Hyatt Place Hotel.*

- 8:00 a.m. **GFOA Conference Concurrent Sessions Continue**
- *Colorado Convention Center*

12:00 p.m. **🔑 Lunch on Own.**

- 1:30 p.m. **GFOA Conference Concurrent Sessions Continue**
- *Colorado Convention Center*

WEDNESDAY, MAY 24, 2017

6:00 a.m.

Breakfast

Breakfast provided daily by the Hyatt Place Hotel.

12:10 p.m.

GFOA Conference Ends

Lunch on Own.

1:30 p.m.

Opening of IGFOA Meeting.

Longs Peak Conference Room, Hyatt Place Hotel, Denver

Welcoming Remarks:

- Elbuchel Sadang, Minister of Finance, Republic of Palau
- Jack Maykoski, President & CEO, Graduate School USA

1:45 p.m.

IGFOA Agenda and Introductions

2:00 p.m.

GFOA Conference Highlights: Participant Session Reports

Moderators: Debbie Milks and Frank Crawford

- What were the most important ideas, concepts, issues, or practices you heard about during the GFOA Conference?
- How do they apply to you and your government?

3:30 p.m.

Afternoon Break.

3:45 p.m.

Performance Monitoring and Citizen Driven Capital Improvement in the City of Arvada, Colorado

Bryan Archer, CPA, Director of Finance

Lisa Yagi, CPA, Assistant Director of Finance

- Arvada Citizen Capital Improvement Project
- The City's FOCUS initiative (2014) and performance dashboard monitoring council goals

4:30 p.m.

Update Government Action Plans: Day One.

5:00 p.m.

Adjourn Day One.

6:30 p.m.

IGFOA Group Dinner.

- Group dinner location TBD.

THURSDAY, MAY 25, 2017

- 6:00 a.m. **🕒 Breakfast**
Breakfast provided daily by the Hyatt Place Hotel.
- 8:30 a.m. **Continue IGFOA Meeting.**
Longs Peak Conference Room, Hyatt Place Hotel, Denver
Agenda Review.
Review results from Wednesday's discussions and overview of Today's Agenda
- 8:45 a.m. **Insular Government Presentations**
Single Audit Updates, Performance Measures, Follow-Up from December IGFOA Conference
- Guam
 - CNMI
 - American Samoa
 - US Virgin Islands
- 9:45 a.m. **🕒 Morning Break.**
- 10:00 a.m. **Insular Government Presentations (Continued)**
- Federated States of Micronesia (National Government)
 - Chuuk State
 - Kosrae State
 - Pohnpei State
 - Yap State (*not represented*)
 - Republic of the Marshall Islands
 - Republic of Palau
- 12:00 p.m. **Citizen-Centric Reporting in the City of Denver, Colorado**
Beth Machann, Controller, City of Denver, Colorado
Steve Bohn, Senior Budget Analyst, City of Denver, Colorado
Kate May, Associate Financial Management Analyst
- Peak Performance, Popular Annual Financial Report and Managing a Structural Deficit in the City of Denver
- 1:30 p.m. **🕒 Lunch (Hosted)**
- 2:30 p.m. **Insular Government Fraud**
Beth Schubert, CFE
- Department of the Interior's Office of the Inspector General

THURSDAY, MAY 25, 2017 (CONTINUED)

3:30 p.m. ⌚ **Afternoon Break.**

Insular Government Fraud (Continued)

4:30 p.m. **Update Government Action Plans: Day Two.**

5:00 p.m. **Adjourn Day Two.**

🍴 **Dinner on Own.**

FRIDAY, MAY 26, 2017

- 6:00 a.m. **🕒 Breakfast**
Breakfast provided daily by the Hyatt Place Hotel.
- 8:30 a.m. **Continue IGFOA Meeting.**
Longs Peak Conference Room, Hyatt Place Hotel, Denver
Agenda Review.
- Review results from Wednesday’s discussions and overview of Today’s Agenda
- 8:45 a.m. **Performance Measures Update**
Deborah Milks, CPA
- Review the progress of the IGFOA performance measurement project. Discuss which measures are still appropriate, which new measures should be added and select a standard dashboard format for reporting.
 - Panel discussion on performance measure successes. How do performance measures focus on problem areas and motivate the finance office to address those problems?
- 9:45 a.m. **🕒 Morning Break.**
- 10:00 a.m. **Perfometer & GASB Updates**
Frank Crawford, CPA
- FY15 Insular Government Perfometer Review (in Brief), Tax Abatement Disclosures, and the New Financial Reporting Model
- 12:00 p.m. **🕒 Working Lunch (Hosted.)**
- Finalize government action planning to address:
- Audit Improvement
 - Finance Office Performance Measures
 - GASB Updates
- 2:00 p.m. **Government Report-Outs**
- 3:00 p.m. Conference Wrap-up
- Advancing the plans
 - Summary of progress during this session
 - Next steps
 - Conference evaluations
- 3:30 p.m. **Adjourn Day Three.**