

# IGFOA

WAILEA, MAUI, HAWAII

## DEC 12-14, 2017 IGFOA Winter Meeting

GRAND WAILEA MAUI

### MEETING AGENDA

The goals of the December 2017 IGFOA conference are to:

- Share the status of each government's single audits, finance office operations, performance measures, and other initiatives completed since the June 2017 IGFOA conference in Denver;
- Present and discuss best practices in single audit improvement, finance office performance improvement, FMIS systems acquisition, government process improvement, and fiscal planning;
- Exchange information on the latest Performer analyses;
- Build government-specific plans to implement new GASB standards, enhance finance office performance measures, prepare for FMIS acquisition, improve government processes, utilize tools for fiscal planning and debt reduction, and continue corrective action planning for single audits.

#### MONDAY, DECEMBER 11, 2017

1:30 p.m.

##### **Meeting for Conference Organizers**

*Silversword Conference Room*

Pre-conference meeting for conference organizers and presenters to discuss conference agenda and outcomes.

2:00 p.m.

(to 4:00 p.m.)

##### **Conference Registration.**

*Outside the Silversword Conference Room*

Judy Perry will be available from 2:00 p.m. to 4:00 p.m. for sponsored IGFOA participants to pick up meal stipends.

## TUESDAY, DECEMBER 12, 2017

7:00 a.m.

### **Breakfast.**

Haleakala Garden 2 - *Buffet breakfast for IGFOA participants will be served Tuesday-Thursday mornings.*

8:30 a.m.

### **IGFOA Conference.**

Haleakala Ballroom 2

#### **Welcoming Remarks.**

- Hon. Elbuchel Sadang, Palau Minister of Finance, IGFOA
- Hon. Douglas Domenech, Assistant Secretary for Insular Areas, U.S. Department of the Interior
- Mr. Jason Aubuchon, Program Manager, Pacific & Virgin Islands Training Initiative, Graduate School USA

9:00 a.m.

### **Introductions & Agenda Review.**

Mr. Kevin O'Keefe, Facilitator

9:30 a.m.

### **Insular Government Updates.**

Moderators: Mr. Kevin O'Keefe; Ms. Deborah Milks, CPA.

*Governments will present on the status of their single audits, government finance office performance measures, the current status of their financial management systems, and current levels of government debt.*

Presentations (7-10 minutes each):

- American Samoa
- Commonwealth of the Northern Mariana Islands
- Guam

10:15 a.m.

### **Morning Break.**

10:30 a.m.

### **Insular Government Updates (Continued).**

Presentations (7-10 minutes each):

- Republic of the Marshall Islands
- Federated States of Micronesia
  - Pohnpei
  - Chuuk
  - Kosrae
  - Yap
- Republic of Palau

## TUESDAY, DECEMBER 12, 2017 (CONTINUED)

- 11:30 a.m. **Insular Government FY2016 Audit Improvement Update.**  
Ms. Deborah Milks, CPA  
*Analysis of audit trends for FY2016, including historical trends in audit timeliness, number and types of audit qualifications, amount of questioned costs, and general observations of recent trends.*
- 12:00 p.m. **Group Photo.**
- 12:15 p.m. **🕒 Lunch.**
- 1:15 p.m. **Insular Government Performeters.**  
Mr. Frank Crawford, CPA
- Updating the most recent Performeter scores for FY 2016.
  - Review progress in the Audit Findings, Timeliness of Audit Submission and Exception Resolution (A.F.T.E.R. analysis).
- 2:45 p.m. **🕒 Afternoon Break.**
- 3:00 p.m. **Insular Government Stress and Debt**  
Ms. A. Melissa Moye, U.S. Department of Treasury  
*Summary of key financial ratios in the flag territories, including coverage of outstanding long-term debt obligations, other long-term liabilities (pension & OPEB), credit ratings and a summary of fiscal and financing problems. The presentation will also highlight tools to improve financial management.*
- 5:00 p.m. **Update Action Plans by Government.**
- 5:15 p.m. **Adjourn Day One.**

## WEDNESDAY, DECEMBER 13, 2017

7:00 a.m.

### **Breakfast.**

Haleakala Garden 2 - *Buffet breakfast for IGFOA participants will be served Tuesday-Thursday mornings.*

8:30 a.m.

### **IGFOA Conference.**

Haleakala Ballroom 2

#### **Review Day One and Agenda for Day Two**

Mr. Kevin O'Keefe, Facilitator

8:45 a.m.

#### **Budget Update from the Department of Insular Affairs**

Mr. Thomas Bussanich, *Budget Director, DOI-OIA*

9:00 a.m.

#### **Panel Discussion: Insular Government Financial Management Information Systems (FMIS) in Transition**

Ms. Deborah Milks, CPA, *Facilitator*

Panelists:

- Christine Baleto (Guam)
- Caryn Koshiba (Palau)
- Maybeline Bing (RMI)
- Levi Reese (American Samoa)
- Tom Bussanich (Department of the Interior)

*As many of the insular governments initiate the process of transitioning to new Financial Management Information Systems, this session will focus on the transition process, best practices, opportunities for regional coordination, and identifying resources for consulting and training.*

9:45 a.m.

### **Morning Break.**

10:00 a.m.

#### **GASB 74-75, Other Post-Employment Benefits (OPEB)**

Mr. Frank Crawford, CPA

*Most insular government will be impacted by GASBs 74-75, relating to OPEB Trust Fund accounting (effective 2017) and reporting requirements for employers providing OPEB (effective 2018). OPEB standards will require governments to record accrued OPEB liabilities within Statements of Net Position.*

11:00 a.m.

#### **What's Up With Our Measures?**

Deborah Milks, CPA

*Review of current IGFOA finance office performance measures, and a discussion of obstacles to utilizing and implementing measures as a management tool.*

## WEDNESDAY, DECEMBER 13, 2017 (CONTINUED)

12:00 p.m.

### **🕒 Lunch.**

*Note: FSM, RMI and Palau will join a lunch discussion facilitated by Debbie Milks and Kevin O'Keefe on regional FMIS coordination.*

1:00 p.m.

### **Innovation Performance Framework**

Brian Elms, *Change & Innovation Agency*

- Starting with 'Why': Why Innovation Performance? Why Innovation Academy? Why Lean? Why now?

1:45 p.m.

### **Structured Problem Solving; Current and Future State Metrics**

Brian Elms, *Change & Innovation Agency*

- Problem Solving, Consensus Building, Learning, and Communication Tools: How to Structure a Problem, Defining Hard and Soft Dollar Savings, Service Level Improvements, & Human Development Metrics

3:00 p.m.

### **🕒 Afternoon Break.**

3:15 p.m.

### **Tax Abatements and GASB 77**

Mr. Frank Crawford, CPA

*New tax abatement note disclosures for 2017 financial statements are likely to impact many insular governments. Tax abatements are generally defined as any agreements in which tax revenues are being abated or rebated to companies, organizations or individuals in turn for some specific performance that enhances economic or industrial development.*

4:45 p.m.

### **Update Action Plans by Government.**

5:00 p.m.

### **Adjourn Day Two.**

## THURSDAY, DECEMBER 14, 2017

7:00 a.m.

### **🕒 Breakfast.**

Haleakala Garden 2 - *Buffet breakfast for IGFOA participants will be served Tuesday-Thursday mornings.*

8:30 a.m.

### **IGFOA Conference.**

Kaimuki 1 Conference Room

#### **Review Days One and Two, and Agenda for Day Three**

Mr. Kevin O'Keefe, Facilitator

8:45 p.m.

### **See it: Tools to Identify Waste**

Brian Elms, *Change & Innovation Agency*

- Identification First, Solutions Second; Using Gap Analysis Tools; Exercise using a Fishbone Diagram and 5 Whys

9:45 a.m.

### **Governmental Accounting Update: The Principles Evolve**

Mr. Frank Crawford

*A "high-altitude" look at some of the changes that will be applicable to future fiscal year financial statements and beyond, including changes outside of GASB 77 Tax Abatements and GASBs 74-75 OPEB. In addition, a brief glance much farther down the road at the concept of a new reporting model (yes, a new reporting model), current exposure drafts, preliminary view documents and other items of interest.*

10:45 a.m.

### **🕒 Morning Break.**

11:00 a.m.

### **Popular Annual Financial Reporting**

Ms. Deborah Milks, CPA

*The Denver IGFOA Conference highlighted progress U.S. state and local finance offices continue to make developing citizen-centric reporting tools. This session will discuss best practices, highlight successes, and challenge insular governments to consider popular reporting methodologies.*

12:00 p.m.

### **🕒 Working Lunch.**

#### **Finalizing Insular Government Action Plans.**

*Breakout Rooms*

1:30 p.m.

### **Report Out: Government Specific Action Plans**

3:00 p.m.

### **Conference Wrap-Up**

Mr. Kevin O'Keefe, Facilitator

- Advancing the Action Plans
- Conference Evaluations
- Next Steps

3:30 p.m.

### **Adjourn.**