



President's Message



Happy New Year! I hope everyone enjoyed the holidays and is looking forward to 2015 with enthusiasm. To mention one new item this year, a gathering has been scheduled for January 28th as part of a new member campaign. This is an opportunity to entice non-members to join the AGA to share in the benefits that you as members receive. It will be a great networking event as well as being informative. Please share this event with those around you that may be interested.

Our community service event for the next couple of months is the collection of non-perishable food items for the Augusta Food Bank. The Augusta Food Bank welcomes eligible residents of Augusta and Manchester and provides them with groceries to help bridge the gap between their current circumstances and adequate nutrition. Please see Kathy Godfrey if you are interested in either starting a collection box or making a monetary donation. Every bit helps.

If you are looking for some CPEs, there is an upcoming web conference on "Strengthening Grants Management" that should be enlightening, especially with this release of the "Super Circular" by the OMB.

We are pleased that DAFS Acting Deputy Commissioner, Michael Allen has agreed to speak at our January Chapter meeting regarding Revenue Forecasting. Hope to see many of you there.

The Chapter CEC board has some positions available for anyone interested. We are always looking for new ideas and insight. Contact a CEC member today!

The cold weather is now upon us, so please stay warm.

Regards and Best Wishes,

Phillip A. Platt, CGFM



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ATTENTION!

Non-Member Recruitment!
Bring a friend who is NOT a member and have some pizza!
See page 3!

Are you using social media? The Maine Chapter AGA invites to you like us on

Facebook



Chapter Website: agamainechapter.org



NOTICES...

- Do you have an idea for an upcoming speaker? Please contact a CEC member. Your insight to help the Chapter is welcomed.
- Are you interested in joining the CEC? We have positions available. We are always looking for new ideas.
- Need help studying for the CGFM exam? Contact a CEC member to see about a study



TRIVIA

The New Year is said to be the oldest of the holidays.

Approximately, how long ago was this first observed?

AGA Maine Chapter

During the first two weeks of December, the Office of the State Controller's Internal Audit Unit provided three training sessions over the Office of Management and Budget's (OMB) New Uniform Guidance over Cost Principles and Administrative Requirements for Federal Awards. Attendance was outstanding for the three sessions with upwards of over 40 people at each session. During the third week of December, OMB published updates and revisions to the New Uniform Guidance. Currently, OSC is reviewing the updates and revisions made to the guidance and will revise the PowerPoint presentation trainings as necessary before posting to the OSC website.

New England Region AGA

The Aroostook Chapter holds CEC meetings are held the 2nd Thursday of each month. General meetings are held as necessary. The Hartford Chapter meetings are generally held at 6:00pm on the third Wednesday of each month from September to may. The Boston Chapter holds monthly meetings and trainings September through June.



AGA National

2015 National Leadership Training

This event is for you – as an experienced senior executive or a leader of tomorrow!

The NLT sessions will help government financial professionals excel as leaders in today's competitive and complex environment. Don't miss this opportunity to hear best practices, find solutions to shared challenges, network with your peers, and learn from top government financial management leaders and industry experts. Each session will provide actionable steps you can take to help improve your organization.

When: February 11-12, 2015

Where: Ronald Reagan Building and ITC, Washington, D.C.

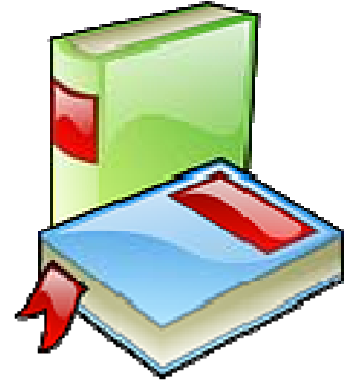
Registration: http://www.agacgfm.org/AGA/NLT2015/Documents/NLT15-Reg-Form_1014_fillable.pdf

Member Bio

ALBERT GORNEAU

DHHS Service Center, Senior Staff Accountant

Hello fellow AGA Chapter members. As a new member, I've been asked to share a little bit about myself. I was born and raised in Winslow, Maine. I graduated from Winslow High School in 2006 and went on to Thomas College, where I received a Bachelor's Degree in Accounting and Management. While there, I tutored fellow students in Finance, Economics, and Accounting. I plan to go back to school and work toward my Master's Degree in the future.



After graduating, I began working for the State at the Bureau of Motor Vehicles as a Staff Accountant. I worked there for a couple years until I was promoted to a Senior Staff Accountant for the DHHS Service Center, where I've been for almost six months now. I work on the same floor as both of my brothers, who are also members of the AGA.



I am married with three kids, so I don't get a lot of free time, but when I do, I enjoy playing card games, reading, and spending time with my family. I look forward to meeting you all in the future.

New Member Recruitment Pizza Party!

Bring a Non-Member to this great networking opportunity as well as learning more about the AGA. Find out what the AGA can do for you! Want to get that CGFM certification started? Come and ask some questions. We look forward to seeing some new faces and helping folks on a new and exciting journey!

Date: January 28, 2015

Time: 11:00 am.—1:00 p.m.

Location: Cross Office Building, 1st Floor, Rooms 103A & 103B



If you have Facebook, like our page and join this event!

<https://www.facebook.com/pages/AGA-Maine-Chapter/377060282350839>



RECRUIT A MEMBER

As a valued member, you can impact the future of AGA by sharing your experience with your peers, your staff and others in your organization with an interest in government financial management. No one knows better how beneficial AGA membership is to advancing government accountability than current AGA members.

Did you know that a large percentage of new members join AGA simply because someone invited them? Consider sharing your AGA membership experience and get rewarded for doing so. Recruit a member today!

Super Recruiters Club

Once you have recruited 10 members, you become part of the Super Recruiters Club! Super Recruiter status affords many exclusive rewards including recognition at a private reception at the annual PDT. Other rewards include: a lapel pin, certificate, VIP status at all national events and logo wear apparel.



End of Year Sponsor Achievement Awards and Recognition Awards are presented at the annual national training event, the PDT, each summer.

Recruiter of the Year (one winner)—The member who recruits the most new members from May 1 through April 30 will be presented with the Recruiter of the Year distinction and receive a complimentary AGA national meeting registration.

Top Sponsor (two winners)—The next two members who recruit the highest number of new members from May 1 through April 30 will each be bestowed with the Top Sponsor distinction and each will receive a complimentary AGA national meeting registration.

Chapter Overall Growth (six winning chapters)—Those six chapters achieving the highest overall growth percentage in their chapter size grouping for the membership year will each win a complimentary AGA national meeting registration. Chapters decide who receives the registration. Each chapter president and membership chair will be presented with an achievement plaque as well.

Start Recruiting Today!

[Download a membership application](#). You can also order applications by calling AGA at 800.AGA.7211 and/or emailing agamembers@agacgfm.org.

Tell your peers and co-workers about AGA. Simply encourage them to fill out AGA's membership application or apply online. Be sure to include your name in the sponsor's name category on the application to receive credit.

HAPPY★NEW★YEAR



Public Service
Career Diversity
Over 10,000 Employees
Statewide Locations
Benefits
Retirement
Paid Holidays
Training
Career Path
Promotional Opportunities
Part Time
Full Time
Seasonal Jobs
Seasonal Jobs

HOW TO APPLY:

Please submit a cover letter, resume', Supplemental Questions, and Direct Hire Application. This job posting and a Direct Hire application can be found on our website:

<http://www.maine.gov/fps/opportunities/>

APPLICATIONS MUST BE RECEIVED OR POSTMARKED

BY: Friday, January 16, 2015

MAIL APPLICATIONS TO:

Tammy Sturtevant, HR Generalist
General Gov. Service Center
74 State House Station
Augusta, Maine 04332-0074
207-624-7418 (T)
207-287-4032 (F)

EMAIL APPLICATIONS TO:
dafsdirecthire@maine.gov

Direct Hire Career Opportunity Bulletin

Department of Administrative and Financial Services

General Government Service Center

Senior Staff Accountant

CODE: 0330

PAY GRADE: 23 – \$38,438.40 – 52,478.40 annually

OPEN FOR RECRUITMENT: December 31, 2014 – January 16, 2015

JOB DESCRIPTION

The Department of Administrative and Financial Services (DAFS) coordinates a number of central services for agencies within Maine State Government. As part of DAFS, the General Government Service Center mission is to professionally deliver sound financial services so that our customer agencies can effectively manage their operations and serve the people of Maine. Within the Service Center, this Senior Staff Accountant will manage the finances for complex federal accounts, and oversee accounting and reporting services for the Department of Education.

TYPICAL DUTIES

- ... Manage professional and paraprofessional accounting staff in order to provide sound financial services.
- ... Communicate with program managers to relay financial information, highlighting areas of concern and recommending options for resolution.
- ... Interpret and apply accounting theory to ensure compliance with applicable standards.
- ... Develop corrective action plans for audit findings or other deficiencies, and oversees implementation.
- ... Provide for needed staff training and development, and ensures sufficient cross-training among staff and functions.
- ... Prepare and/or review reports for accuracy, timeliness, and usability.

KNOWLEDGES, SKILLS, AND ABILITIES REQUIRED

- ... Knowledge of generally accepted accounting theories, principles, methods, and practices.
- ... Knowledge of governmental accounting and fund accounting, including sources of funds, segregation and display of expenditures and revenues, and budgetary accounting.
- ... Knowledge of computerized accounting systems and standardized desktop technology.
- ... Knowledge of modern management principles, practices, and techniques.
- ... Ability to develop, evaluate, and modify accounting policies, procedures, and controls.

- ... Ability to analyze and reconcile complex accounting problems.
- ... Ability to prepare and/or oversee the preparation of expenditure, revenue, budget status reports and annual financial statements including related notes and disclosures.
- ... Ability to establish and maintain effective working relationships and to communicate effectively.

MINIMUM QUALIFICATIONS

Certification as a CPA, CIA, or CGFM **-OR-** A Master's Degree from an accredited educational institution in Business Administration **-OR-** a Bachelor's Degree from an accredited educational institution in Accounting (or any Bachelor's Degree from an accredited educational institution which includes 18 semester hours of Accounting coursework) and 2 years of professional accounting experience **-OR-** an Associate's Degree from an accredited educational institution in Accounting and 5 years of practical, progressively responsible accounting experience (3 years of which must be at the professional level) **-OR-** 8 years of practical, progressively responsible accounting experience (4 years of which must be at the professional level).

Accounting coursework must include successful completion of Principles of Accounting I & II, Intermediate Accounting I & II, plus two other accounting-related courses. Experience must demonstrate comprehension and application of Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) guidelines and must demonstrate the ability to (1) analyze and reconcile financial data and records for the purpose of business financial planning; (2) design, recommend, and implement modifications of accounting methods, procedures, forms, and records; (3) prepare financial statements and reports such as balance sheets and other operating statements; (4) analyze and interpret laws, regulations, codes and ordinances to ensure appropriateness of financial transactions and accounting structure; and (5) analyze complex accounts and accounting relationships that result in complex accounting entries.

The applicant must also complete the following supplemental questions and submit with their application.

SUPPLEMENTAL QUESTIONS

Please describe your:

1. Process for communicating technical accounting information to managers and others with a non-financial background;
2. Financial experience with federal grants, or other complex funds; and,
3. Supervisory experience, and explain your management philosophy.

BENEFITS

The value of State's share of Employee's Retirement: 16.17% of salary for BU positions and 21.17% for Confidential Positions. The value of State-paid Dental Insurance: \$13.13 biweekly. The value* of State-paid Health Insurance:

Level 1: 100% State Contribution (employee pays nothing): \$375.10 biweekly

Level 2: 95% State Contribution (employee pays 5%): \$356.35 biweekly

Level 3: 90% State Contribution (employee pays 10%): \$337.59 biweekly

Level 4: 85% State Contribution (employee pays 15%): \$318.84 biweekly

*The level of the actual value of state paid Health Insurance will be based on the employee's wage rate and status with regard to the health credit premium program.

Community Service Opportunity

Collecting non-perishable food items for the Augusta Food Bank for the months of January and February.

If you are interested in setting up a collection box or making a monetary donation, please contact Kathy Godfrey.

“Don't wait for other people to be loving, giving, compassionate, grateful, forgiving, generous, or friendly... lead the way!”
~Steve Maraboli



Our Chapter delivered 3 boxes and a trash bag full of gloves, hats, mittens, scarves, socks, etc. for the Bread of Life Ministries Homeless Shelter. The Department of Corrections delivered some well needed bedding also. The Homeless Shelter was greatly appreciative and sent along this thank you for a monetary donation.

Bread of Life Ministries



"Bread of Life Ministries feeds the hungry, shelters the homeless, serves veterans in need, and provides programs and opportunities that help people change their lives and take personal responsibility. God calls us to minister to one another and assist those in need."

Donor: Maine Chapter AGA

Date: 1-6-15

We at the Bread of Life Ministries wish to express our heartfelt thanks for your contribution of _____

\$16.00

Through your efforts, we can continue feeding those in need and provide emergency shelter to the homeless. Peace be with you.

Sincerely,

Lon Freeman

and all the staff & clients of Bread of Life.

Thank you to those that participated in this event. It was greatly appreciated. Keep up the good work!

Please see the flyer for our next community service opportunity, which is collecting non-perishable goods for the Augusta Food Bank. A great service to those in need.



Support the Augusta Food Bank



The August Food Bank welcomes eligible residents of Augusta and Manchester and provides them with groceries to help bridge the gap between their current circumstances and adequate nutrition. Any non-perishable food items or cash donations are welcomed.

Items in **HIGH** need:

- Peanut Butter
- Canned Soups
- Canned Fruits
- Tuna Fish
- Rice & Rice Mixes
- Spaghetti
- Canned Tomato Sauce

Items always needed:

- Cereal
- Macaroni & Cheese
- Baked Beans
- Canned Vegetables
- Coffee and Tea
- Baking Mixes (cake, brownie and muffin)
- Canned Meats
- Canned Milk
- Personal Care items (especially toilet paper)

The Maine Chapter of the Association of Government Accountants is sponsoring this Community Service event and we invite anyone reading this to help out. Donations being accepted through January and February!



Thank you for your support!

Contact Kathy Godfrey @ kathleen.godfrey@maine.gov
or 624-8440 if you have any questions.

UPCOMING TRAINING

AGA is pleased to announce its latest web conference on **Strengthening Grants Management**.

Federal agencies spend over \$500 billion in grants and cooperative agreements annually. The issuance of the “Super Circular” by OMB in December 2013 capped a multi-year effort to make government more efficient and transparent, and its grant and cooperative agreement recipients more accountable by standardizing and streamlining audit, administrative, and cost reporting requirements. This panel will review this major restructuring of grants management, its significance to state and local governments, and other efforts to improve oversight of federal grants.



Speakers:

Thomas Salmon, CPA, CFE, Assistant Inspector General for Audit Services, Office of the Inspector General, U.S. Dept. of Health and Human Services

Denise Wu, CGFM, CPA, Partner, Federal Government Services, CliftonLarsonAllen LLP

Learning Objective: To apply new guidance to the management of federal grant funds.

Prerequisite: None

Date: Wednesday, January 28, 2015

Time: 2—3:50 p.m. Eastern Time

CPE: Two credit hours

Field of Study: Specialized Knowledge & Application





Celebrating 20 Years of Excellence



CGFM is a professional certification recognizing the unique skills and special knowledge required of today's government financial managers. It covers governmental accounting, auditing, financial reporting, internal controls and budgeting at the federal, state and local levels.

How Do I Obtain My CGFM?

Initial Certification Requirements

To earn the CGFM, candidates must apply for the CGFM Program and meet the following requirements:

- ◆ **Ethics**—read and agree to abide by AGA's Code of Ethics.
- ◆ **Education**—have a bachelor's degree from an accredited college or university and have completed at least 24 credit hours in financial management or related topics.
- ◆ **Examinations**— pass three comprehensive CGFM Examinations.
- ◆ **Experience**— have at least two years of professional-level experience in government financial management.

[Learn more about the process of earning the CGFM designation.](#)

CGFM Application—If you are ready to start the process of earning your CGFM, [click here](#) to apply for the CGFM Program.

Anyone interested in a study group?

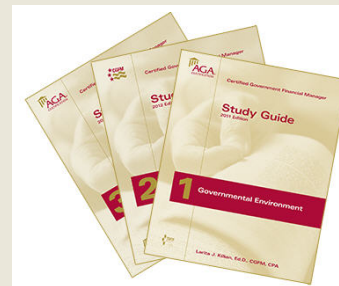
Please contact Cheryl Libby at cheryl.libby@maine.gov.



AGA CGFM Study Guides— ONLINE!

New from AGA! You can access the CGFM Study Guides on the go!

Read, search and review the study guide content on your laptop, tablet or phone — a convenient way to prepare for the CGFM Examinations. Upon purchasing the online version of each guide, you'll have immediate access to the entire publication for a period of 12 months. In

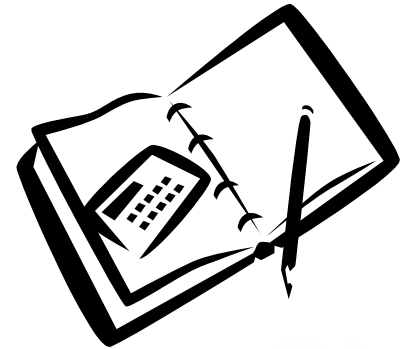


addition, if a newer version of this study guide is published within this period, you'll also have access to the new version! As with the printed version, the online study guides feature textbook-like format with learning objectives, a chapter summary and a reinforcement quiz for each chapter. In addition to the relevant resources, the appendices contain a glossary of terms, a list of reference materials, answers to reinforcement quizzes with explanations and end-of-course review questions. Those ordering the study guides can purchase the option of earning Continuing Professional Education (CPE) hours upon passing an online CPE examination.



TREASURER'S REPORT

Maine Chapter AGA Balance Sheet as of 12/31/2014		
ASSETS		
Cash and Bank Accounts	AGA Cash	\$40.00
	AGA Checking	\$41.84
	AGA Savings-Share Account	\$5,088.94
Total Cash and Bank Accounts		\$5,170.78
Other Assets	Customer Invoices	\$462.00
Total Other Assets		\$462.00
Total Assets		\$5,632.78
LIABILITIES		
Other Liabilities	Sales Tax & Business Bills	\$0.00
Total Other Liabilities		\$0.00
Total Liabilities		\$0.00
Overall Total		<u>\$5,632.78</u>



CHAPTER RECOGNITION PROGRAM - Second Quarter Points

The Chapter Recognition Program is designed to support, encourage, and promote the accomplishment of AGA's mission and to provide flexible non-competitive guidelines for a well-rounded chapter. The Chapter Recognition Program year begins on June 1st and concludes May 31st.

SECTION	MAX POINTS	TOTAL POINTS	% OF POINTS
Chapter Leadership, Planning & Participation	3000	2750	92%
Education & Professional Development	4000	2100	53%
Certification	4000	1150	29%
Communications	3000	3647	122%
Membership	4000	700	18%
Accountability	2000	550	28%
Community Service	2000	400	20%
Awards	1000	600	60%
TOTAL	23000	11879	52%
GOAL TOTAL	10000	8541	85.41%
CURRENT GOAL STANDING	10000	11879	119%

OUR CEC

Please let us know how you like this newsletter and if there are changes or additional information you would like to see by contacting any member of the Executive Committee. For more information on our services, visit our website at <http://home.gwi.net/>

CHAPTER OFFICERS

President

Phillip A. Platt, CGFM
phillip.platt@maine.gov

President-Elect

Bill Fox
bill.fox@maine.gov

Secretary

Leanne Laverdiere
leanne.laverdiere@maine.gov

Treasurer

Kimberly Hall
kimberly.hall@maine.gov

CHAPTER DIRECTORS

Awards

**Open (If interested, please
contact Phillip Platt)**

Bylaws & Procedures

April Newman, CPA
april.d.newman@maine.gov

Communications

Angela Dickinson
angela.l.dickinson@maine.gov

Community Service

Kathy Godfrey
kathleen.godfrey@maine.gov

Early Careers

**Open (If interested, please
contact Phillip Platt)**

Education

Katharine Wiltuck
katharine.wiltuck@maine.gov

Membership

Derek Gorneau
derek.gorneau@maine.gov

Professional Certification

Cheryl Libby
cheryl.libby@maine.gov

Programs & Technical Meetings

Derek Gorneau

December 9, 2014

Meeting was held at the Senator Inn following Luncheon.

Attendees: Phillip Platt, Leanne Laverdiere, Kim Hall, Cheryl Libby, Angela Dickinson & Derek Gorneau

- ◇ Reviewed Finance Report
- ◇ Discussed new policy manual and will have email vote on approval
- ◇ The January and February Community Service event will be collecting non-perishable items for the Augusta Food Bank
- ◇ Website is up and running; pictures have been posted
- ◇ December Special going on to sign up for CGFM exam and receive a \$20 discount
- ◇ Further meeting scheduled to discuss use of scholarship funds for a pizza party recruitment event
- ◇ President-Elect Bill Fox is retiring and Derek Gorneau has shown interest in taking over this position
- ◇ 50/50 Raffle winner was Theresa Kangas

Respectfully Submitted by,

Leanne Laverdiere



Past Meeting Recap

The past monthly meeting was held on December 9th at the Senator Inn in Augusta.

The meeting was called to order by Chapter President, Phillip Platt, who talked about the current community service event—the Head, Hands and Feet campaign, whereby the Chapter collected several boxes of socks, gloves, mittens, hats and scarves for the Homeless Shelter. He mentioned the upcoming community service event, which is to collect non-perishable items for the Augusta Food Bank. The Chapter will be collecting throughout the months of January and February. To add a collection box or to make a donation, please contact Kathy Godfrey for details.



Several new people at the meeting were acknowledged as well as, Will Korth, for his receipt of the CGFM certification.

Phillip then introduced our speaker, Melissa Jordan.

Melissa works for the Department of Agriculture, Conservation and Forestry as the Agricultural Events Coordinator. She gave an enlightening talk about Maine's Agricultural Fairs.

For more information on Maine's Agricultural Fairs, please visit:

<http://www.maineairs.org/>



JANUARY MONTHLY MEETING

The Maine Chapter of the Association of Government Accountants' monthly meeting will be held on **Tuesday, January 13th** at the Senator Inn.

Our speaker will be **Mike Allen** from Maine Revenue Services. He will be speaking about Maine's Revenue Forecasting.

On the menu for our luncheon will be:



House Salad
Crispy Lemon Chicken
Pecan Pie



TRIVIA ANSWER:

"New Year is the oldest of all holidays, as it was first observed in ancient Babylon as many as 4,000 years ago."

Websites of Interest

American Society for Public Admin (ASPA)www.aspanet.org
MA Chapter of ASPA.....www.massaspa.org
Association of Certified Fraud Examiners (CFE)..... www.cfenet.com
Greater Boston Chapter of CFE.....www.acfe-boston.org
Association of Government Accountantswww.agacgfm.org
AGA Boston Chapter.....www.aga-boston-chapter.org
AGA Aroostook County Chapter.....www.arostookcountyaga.org
AGA Hartford Chapterwww.agahartford.org
AGA Maine Chapter.....www.gwi.net/~aga/
COSO..... www.coso.org
First Gov www.firstgov.gov
Governmental Accounting Standards Board..... www.gasb.org
Government Executivewww.govexec.com
Institute of Internal Auditors (IIA)www.theiia.org
Intergovernmental Audit Forum.....www.auditforum.org
International Accounts Payable Professionals (IAPP).....www.iappnet.org
National Assoc of State Auditors, Comptrollers & Treasurers.....www.nasact.org
National Assoc of State Comptrollers.....www.nasact.org/community/nasc.html
National Assoc of State Treasurers.....www.nasact.org/community/nast.html
National State Auditors Association.....www.nasact.org/community/nsaa.html
National Electronic Commerce Coordinating Councilwww.ec3.org

JANUARY brings a new year and also National Soup Month!

Maybe you want to make that resolution to finally make your own soup. Why not?

Maybe you want to start your year out with a donation of some canned soup to the Augusta Food Bank.

Either way, may your year be satisfying!

