

AGA

Topeka Chapter

# The News Flash!

Issue 2018-12

[www.agacgfm.org/topeka](http://www.agacgfm.org/topeka)

December 2018

**2018-2019  
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## PRESIDENT'S MESSAGE

Be sure to check out the upcoming educational events calendar in this edition and be sure to check out page 2 as it relates to AGA's Governance review. We look forward to seeing you all at the upcoming PLS on Jan 9, 2019!



Our next CEC meeting is Wed, Jan 16 at Norseman Brewery at 5:15 PM. Hope to see you there!

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[Thanks for the great 2018 and looking forward to seeing you all in 2019.](#)

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# AGA Governance Review

At their July 2018 meeting, National Board of Directors members voted to modernize AGA's structure. This means effective July 1, 2019, we will have a new National Governing Board, a new National Council of Chapters and a flatter structure with more direct communication between leaders and members. Our goal is to provide chapters a stronger voice in the running of their organization, enhance service to chapters and members and develop a more strategic and responsive board.

Here are the steps AGA's national leaders and staff are taking this year to be ready on July 1:

**Create A Leadership Development Committee** A new committee to actively identify, recruit, evaluate and mentor leaders for AGA's future is being formed this fall (replacing AGA's Nominating Committee). A [Committee Charter](#) has been developed, members have been appointed and work is underway to select members for the first National Governing Board to begin in July.

**1. Seek Nominations for National Governing Board** The National Executive Committee (NEC) has approved position descriptions for the new National Governing Board and has discussed board needs, as well as the skills and criteria desired of new members. Additional details and a call for nominations will be announced in October.

**2. Establish National Council of Chapters** A chapter council to advise the board, made up of representatives from each of AGA's 100 chapters, will begin July 1, 2019. A charter for the council, position descriptions for the chapter representatives and criteria for chapters to consider in appointing their representatives are being developed now. Chapters will be asked to appoint their representative in January and representatives should plan to attend our spring leadership meetings for orientation.

**Select National Council of Chapters Representatives to Serve on the National Governing Board** The NEC has designated eight [geographic areas](#) for the National Council of Chapters for the purpose of selecting chapter representatives to serve on the National Governing Board, ensuring equitable geographical representation of AGA's membership on the board. After chapters identify their representatives to the Council, the reps will be asked to self-nominate for eight director positions on the board, one from each geographical area. The Leadership Development Committee will review all candidates and select board members for NEC approval.

**1. Kick-off New Sectional Leadership Meetings** AGA's Sectional Leadership Meetings will have a new name – and new look – in the spring of 2019. With no sections and regions in the new governance structure, our leadership training will focus on chapters, not regional layers of governance. Representatives to the National Council of Chapters will meet, be oriented to their role as an advisory group to the new board and network with chapters during these meetings. This means three members from each chapter will attend. Watch for more information as these training seminars are developed.

**2. Amend Chapter Bylaws** Changes made to AGA's National Bylaws at the recent PDT to modernize AGA's Governance structure will become effective July 1, 2019. What do these changes mean for AGA Chapter Bylaws? The National Bylaws Committee will work this year to answer that question and prepare a new chapter bylaws template for chapters to adopt.

**3. Prep for First National Governing Board and National Council of Chapters Meeting** The first meetings of the 17-member National Governing Board and 100-member National Council of Chapters will be held in July of 2019 at the New Orleans PDT. We are planning and preparing for a new way of operating moving forward, beginning now!



**Executive Committee Meeting Minutes Topeka Chapter  
November 14, 2018**

2018 – 2019

President  
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**Members Present:**

President, Nicole Malott, CGFM  
Secretary, Amy Bloom, MBA  
Treasurer, Dane Curtis, MBA

**Meeting Location:** Norseman's Brewery, 5:15PM

◇ Review and approval of 10/17/18 meeting; motion made by Amy to approve minutes with changes as specified, Dane 2nd the motion. Motion approved by all.

◇ Financials: October PLS revenue \$205, \$4.75 collected for Loose Change donation to Toys4Tots. \$209.75 refund from PDT with \$1720 expense for webinars for 2018/2019 education calendar.

◇ Website/Newsletter: Ideas for November Issue – SLMR info, Job Posting, Amy will work on newsletter and get draft to Nicole.

◇ Educational Events: 12/5/18 – Internal Controls (2 CPE), 1/9/19 – Grants Management, featuring live speaker Sheena Schmidt, City of Topeka Grants Program Administrator (3 CPE), 2/6/19 – GASB Update (2 CPE).

◇ 990-N & Secretary of State Filings completed.

◇ Ideas/Suggestions: Send job flyer to Hope for fb posting and add to Nov newsletter.

◇ The next meeting is scheduled for December 17<sup>th</sup> @ 5:15pm at Celtic Fox.

◇ Motion to adjourn by Amy, seconded by Nicole. Adjourned at 5:55PM.



Association of Government Accountants  
**Professional Lecture Series**  
**Wednesday, January 9, 2019**  
**Grants Management**



**Sheena Schmidt , Guest Speaker**

**Senior Grants Program Administrator and Grant Writer, City of Topeka**

Sheena is currently responsible for receiving approximately \$3M in grants for several initiatives including Brownfields, riverfront development, criminal justice, multimodal transportation, community mentorship and school meal programs. Serves as key contact for grants received and administers grants according to requirements. Works with community organizations and stakeholders to develop proposals and solicit support for grant applications.

Sheena was an analyst at the U.S. Government Accountability Office where she audited and reported on various federal agency programs related to the environment, defense and justice departments. Sheena earned a master’s degree in public policy from the University of Chicago and a bachelor’s degree in political science from Washburn University

**Focus on Internal Controls & Compliance**



**WEBINAR SPEAKERS: Douglas Godesky, Senior Grants Officer and Policy Advisor, Corporation for National and Community Service, Lucy Mungle, MPA, CPA, Policy Analyst, Office of Justice Program/OAAM, and D. Clark Partridge, CGFM, CPA, State Comptroller, AZ Dept. of Administrative GAO**

Internal controls over grant activities are often undocumented or misunderstood. Internal controls provide the backbone for accountants, auditors and grant managers to ensure that grant funds are spent in accordance with requirements and to help reduce the risk of improper payments and fraud. Internal controls over activities of subrecipients are also essential to employ at the recipient level, especially if there are small subrecipients. This webinar will focus on understanding internal controls that need to be in place to help organizations comply with financial and compliance requirements surrounding grants. In addition, the session will identify ways to use the GAO Green Book, the OMB Compliance Supplement and other tools as guides to better understand and implement internal controls.

**CPE CREDIT: 3 HOURS**

(State boards have final authority on the acceptance of individual courses for CPE credit.)

**LOCATION: Jayhawk Bldg - Florentine Room**  
**7th & Jackson; Topeka, Kansas**

**REGISTRATION & LUNCH 11:30 am – 12:00 pm**  
**EVENT: Speaker: 12:00 pm – 12:50 pm**  
**Webinar: 1:00 pm – 2:50 pm**

**REGISTRATION FEE\***  
**MEMBERS: \$40**  
**NON-MEMBERS: \$70**  
**MEDIA Free (photo ID required)**  
**FULL-TIME STUDENTS Free (photo ID required)**  
**\*Registration includes lunch**

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**Register by emailing to [topekachapter@agaks.org](mailto:topekachapter@agaks.org)**

# What is CGFM?



Certified Government Financial Manager® (CGFM®) is a professional certification awarded by AGA, demonstrating competency in governmental accounting, auditing, financial reporting, internal controls and budgeting at the federal, state and local levels.

## What are the initial requirements?

To earn the CGFM, individuals 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

[Examinations](#) — pass three comprehensive CGFM examinations

[Experience](#) — have at least two years of professional-level experience in government financial management

## Maintaining CGFM Certification

To retain the CGFM certification, all CGFMs must adhere to the AGA's [Code of Ethics](#). In addition, to continue using the CGFM designation after their name, CGFMs must be in an active status.

### Active Status

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 (within the designated two-year cycle).
- Maintain and, if requested by AGA, provide detailed information on CPE hours completed.

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](#).