

AGENDA
Illinois/Wisconsin 2009 Joint Conference
Holiday Inn, Janesville Wisconsin

THURSDAY, MAY 14:

8:00 – 8:45 - **Registration and continental breakfast**

8:45 – 9:00 – **Welcome/Intros**

9:00 – 10:30 – **Fair Labor Standards Act**

The devil in the details of the specifics of the FLSA overtime calculation. Review the base rate and overtime rate calculations for regular employees, law enforcement or fire employees (section 207k employees) and the possible 8 and 80 employees.

Moderator: Brian Massey, Outagamie County, Wisconsin

Speaker: Nancy Pirkey, Davis and Kuelthau S.C.

10:30 – 10:50 – **Break**

10:50 – 12:00 – **Family Medical Leave Act Update and Review**

An overall review of the FMLA act as well as an update on the new law changes to it.

Moderator: Brian Massey, Outagamie County, Wisconsin

Speaker: Janine Diana, OEC Graphics, Inc.

12:00 – 12:40 – **Lunch**

12:40 – 1:00 – **Update from the GFOA President** – introduction by Robert Scott, City of Brookfield, WI
Kenneth L. Rust, GFOA President
Interim Chief Administrative Officer, City of Portland, Oregon

1:00 – 2:20 – **Economics of Personnel reductions**

Panel of finance directors share the steps their organizations have taken to reduce staffing and staffing costs, explaining the options considered and impact the reductions have had thus far.

Moderator: Marianne Shank, Illinois GFOA

Panelists: David Cook, Administrator, Village of Hinsdale, Illinois, Dave Ehlinger, Jefferson County, Wisconsin, and Dave Varana, Virchow, Krause & Company, LLP

2:20 – 2:40 – **Rewarding performers in tough times**

How can local governments' motivate and recognize talented finance staff when resources are constrained? Learn what other organizations are doing to motivate without money.

Speaker: Marianne Shank, Illinois GFOA

2:40 – 3:00 - **Break**

3:00 – 3:45 – **Pre-negotiations Preparation & Cost Impact of the Final Settlement**

The first phase of the collective bargaining process is preparation. Savvy management conducts research to appropriately respond to union's demands on wages, benefits and working conditions by other entities for comparable employees. We will explore developing a basic financial-impact spreadsheet that will help the organization's Negotiator understand the cost implications of agreeing to proposals. In addition, a more detailed estimation of the impact on the final agreement provisions will have on an entity's budget & balance sheet.

Moderator: Kim Auchstetter, Village of New Lenox, Illinois

Speakers: Larry Maholland and John Chalekian, Sikich LLP

3:45 – 4:45 - **Succession Planning**

Though retirement may seem further off these days, it's still important to plan for effective transitions. Compounded by fiscal constraints and shrinking resources, the need to ensure that every position is optimized is critical. Learn how local government finance officers can groom staff to fill key positions throughout the organization and can help make retirements a cause for celebration rather than anxiety.

Moderator: Kim Auchstetter, Village of New Lenox, Illinois

Speaker: Dave Varana, State and Local Government Manager, Virchow, Krause & Company, LLP

5:00 PM **WGFOA Hospitality Suite** at Holiday Inn

FRIDAY, MAY 16:

7:30 – 8:30 - **Breakfast buffet**

8:30 – 8:45 - **WGFOA and IGFOA member services update**

Sarah Kitsemel, WGFOA President

Marianne Shank, IGFOA Executive Director

8:45 – 10:15 – **What to look for Resumes, Cover Letters and Job Announcements**

What to look for in cover letters and resumes to find the right candidates to interview. How to write and what to include in a job announcement to interest the right candidates.

Speaker: Julia Johnson, Wipfli LLP

10:15 – 10:30 **Break**

10:30 – 12:00 – **Mock interview and interviewing do's and don'ts**

A mock interview will be performed and analyzed as to the do's and don'ts of the interview. What are the best and worst questions to ask in the interview process.

Speaker: Julia Johnson, Wipfli LLP

Panelists: Brian Massey, Outagamie County, Wisconsin, and Jodie Andrew, Village of Schaumburg, Illinois

12:00 **Adjourn**