

# ILLINOIS GFOA 2014 CONFERENCE



*Staying the course*  
**September 7-9, 2014**  
**Bloomington-Normal**

# SUSTAINING PARTNERS



RECOGNIZING THAT ASSOCIATE MEMBERS  
ARE TRULY PARTNERS.



Illinois Government  
Finance Officers Association  
Learning • Connecting • Progressing

***Many thanks to the IGFOA Partners  
for their continuing support and collaboration***

## **IGFOA Sustaining Partner Firms**

Arthur J. Gallagher & Co.	Illinois Metropolitan Investment Fund (IMET)
Azavar Audit Solutions	JPMorgan Chase
Baker Tilly	MB Financial
BMO Harris Bank	MWM Consulting
Capital Gains Incorporated	PMA Financial Network, Inc.
Chapman and Cutler	Promontory Interfinancial Network, LLC
Clifton LarsonAllen LLP	Sawyer Falduto Asset Management, LLC
Federal Home Loan Bank of Chicago	Sikich LLP
Fifth Third Bank	Standard & Poor's Ratings Services
Graystone Consulting	Wintrust Government Funds

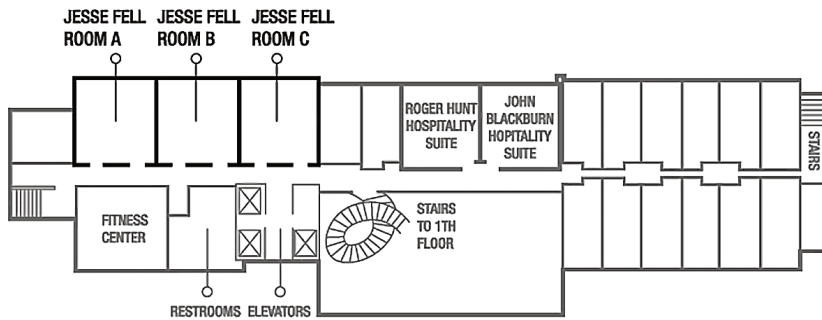
## **IGFOA Associate Partner Firms**

Alli Financial, Inc	New World Systems
Amalgamated Bank of Chicago	PFM Asset Management LLC
Crowe Horwath LLP	Plante Moran
Ehlers and Associates, Inc.	Robert W. Baird & Co., Inc.
First Midwest Bank	Sebis Direct Inc.
FirstMerit Bank	Siemens
GovHR USA	Speer Financial Inc.
GW & Associates, PC	Springbrook Software
Lauterbach & Amen, LLP	Third Millennium Associates, Inc.
McGladrey LLP	Tyler Technologies, Inc.
Miller Cooper & Co., Ltd	Wolf and Company LLP

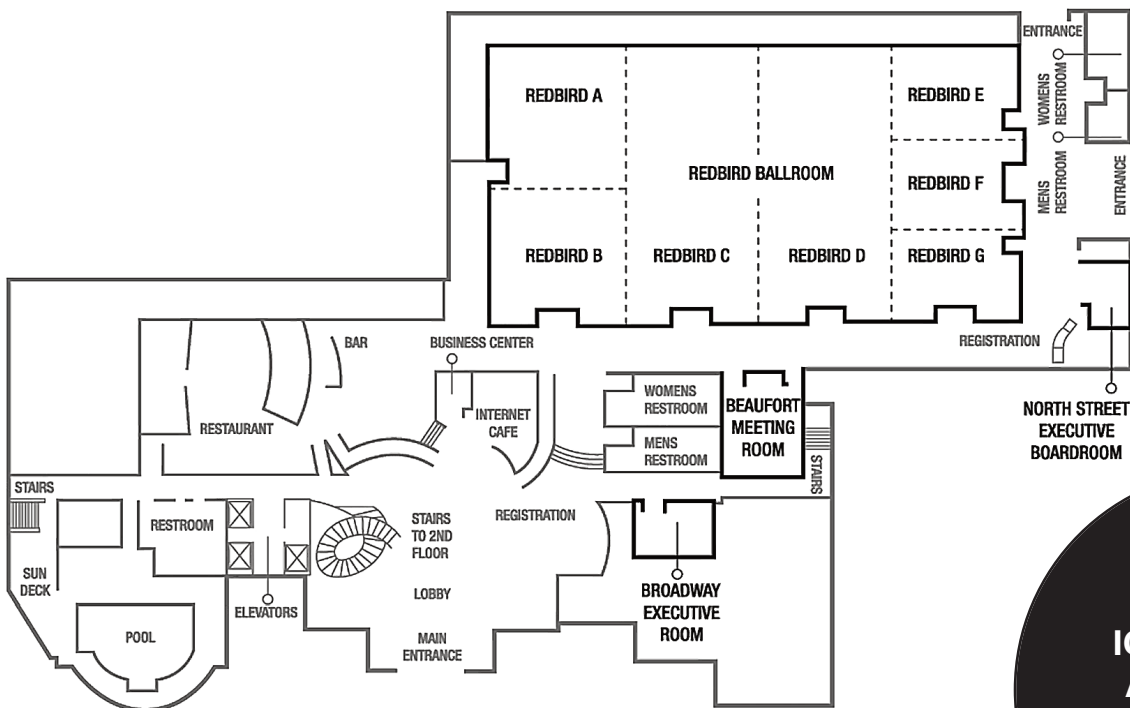


## Quick Guide to the Location of IGFOA Conference Sessions

### FIRST FLOOR



### SECOND FLOOR



**Monday  
Evening  
Fiesta!  
IGFOA Partner  
Appreciation  
Reception**

rooftop of parking garage –  
use the covered walkway  
on 2nd floor



## Quick Guide to the Location of IGFOA Conference Sessions



### Bloomington-Normal Marriott

201 Broadway Street • Normal, Illinois 61761

Phone: 1-309-862-9000 • Fax: 1-309-862-9001

Toll-free: 1-800-627-7468

*on pages 6 and 7 refer to schedule for times and details*

#### Sunday, September 7, 2014

Educational Sessions	Redbird AB
Committee/Chapter meetings	North Street Boardroom
IGFOA New Members and First Time Attendees Welcome	Fell A – 2nd floor
Partners Session – How to Network with IGFOA Members	Beaufort Meeting Room
Vendor Showcase	Redbird CDEFG and Hallway

#### Monday, September 8, 2014

Keynote Breakfast	Redbird CDEFG
Cash Management Sessions	Redbird A
Hot Topic Sessions	Redbird B
Speaker Ready Room	North Street Boardroom
IGFOA Partner Sessions	Beaufort Meeting Room
Business Luncheon	Redbird CDEFG
Vendor Showcase and Breaks	Redbird CDEFG and Hallway

#### Tuesday, September 9, 2014

Legislative Update Breakfast	Redbird D
Roundtable GASB 67 & 68	Redbird B
Hot Topic Session	Redbird A
Fraud Prevention Session	Redbird D



## 2014 Annual Conference Summary Schedule

Day	Start Time	End Time	Title	Location/ Meeting Room
Sunday	8:30 AM	11:30 AM	Conference Golf Outing	Ironwood Course, 1901 N.Towanda Avenue, Normal, IL 61761-5212
Sunday	12:00 PM	7:00 PM	Registration	Registration
Sunday	1:00 PM	5:00 PM	Hot Topics: Foundations and Applications of Ethics for Government Finance	Redbird AB
Sunday	4:40 PM	5:30 PM	IGFOA Update: New Members and First Time Conference Participants	Jesse Fell A
Sunday	5:15 PM	5:45 PM	IGFOA Partners: How to Network with IGFOA Members	Beaufort Meeting Room
Sunday	2:00 PM	5:00 PM	Exhibitor Set-up	Redbird CDEFG and hallways
Sunday	6:00 PM	8:00 PM	Vendor Showcase Welcome Reception	Redbird CDEFG and hallways
Sunday			Dinner on your own	
Monday	7:30 AM	4:00 PM	Registration	Registration
Monday	7:30 AM	4:00 PM	Speaker Ready Room	North Street Executive Boardroom
Monday	7:30 AM	4:00 PM	Vendor Showcase	Redbird CDEFG and hallways
Monday	7:30 AM	9:00 AM	Keynote Breakfast - address at 8 AM	Redbird CDEFG
Monday	9:00 AM	9:20 AM	Morning Break	Redbird CDEFG
Monday	9:20 AM	10:20 AM	Hot Topics: ERP Start to Finish for Middle Management	Redbird B
Monday	9:20 AM	10:20 AM	Cash Management: Streamlining Utility Collections	Redbird A
Monday	9:30 AM	10:00 AM	IGFOA Partners: How to Reach Members at the Conference and Beyond	Beaufort Meeting Room
Monday	10:20 AM	10:40 AM	Break	Redbird CDEFG
Monday	10:40 AM	11:40 AM	Hot Topics: ACA - Defining your Benefits Strategy & Staying Compliant	Redbird B
Monday	10:40 AM	11:40 AM	Cash Management: Cash Flow Forecasting and Streamlining	Redbird A

*continued next page*



**2014 Annual Conference Summary Schedule, *continued***

Day	Start Time	End Time	Title	Location/ Meeting Room
Monday	10:50 PM	11:20 PM	IGFOA Partners: Get on Board the IGFOA Speakers Bureau	Beaufort Meeting Room
Monday	11:40 AM	12:50 PM	IGFOA Business Lunch and Volunteer Recognition	Redbird CDEFG
Monday	1:00 PM	2:00 PM	Hot Topics: Grant Writing	Redbird B
Monday	1:00 PM	2:00 PM	Cash Management: Practical Perspectives	Redbird A
Monday	1:10 PM	1:40 PM	IGFOA Partners: Writing to Get Your Message Across	Beaufort Meeting Room
Monday	2:20 PM	3:20 PM	Hot Topics: Business Process Outsourcing	Redbird B
Monday	2:20 PM	3:20 PM	Cash Management: Collateralization Issues & Options	Redbird A
Monday	2:30 PM	3:00 PM	IGFOA Partners: How to Raise Your Profile at the IGFOA Website	Beaufort Meeting Room
Monday	3:20 PM	3:40 PM	Afternoon Break	Redbird CDEFG
Monday	3:40 PM	4:40 PM	Hot Topics: Labor Contract Negotiations	Redbird B
Monday	3:40 PM	4:40 PM	Cash Management: PCI Compliance and Bank Card Acceptance	Redbird A
Monday	5:00 PM	7:30 PM	IGFOA Partner Appreciation Reception	Rooftop of parking garage – use the covered walkway on 2nd floor
Monday			Dinner on your own	
Tuesday	7:30 AM	8:45 AM	Legislative Update Breakfast	Redbird D
Tuesday	8:50 AM	9:50 AM	Roundtable Discussion on Implementing GASB Statements 67 and 68	Redbird B
Tuesday	8:50 AM	9:50 AM	Hot Topics: Investing in Municipal Bonds	Redbird A
Tuesday	10:00 AM	11:00 AM	Rethinking Cash & Disbursement Controls to Prevent Employee Dishonesty and Fraud	Redbird D

**Not staying at the Marriott?**

Be sure to pick up your daily parking pass at the IGFOA Registration Desk!

**Looking for WiFi access?**

Stop by the IGFOA Registration Desk for the IGFOA WiFi Code!





**IGFOA 2014 Conference Vendor Showcase**

<b>Booth</b>	<b>Vendor</b>	<b>Booth</b>	<b>Vendor</b>
1	MB Financial	21	Robert W. Baird & Co., Inc.
2	McGladrey LLP	22	First Midwest Bank
3	Promontory Interfinancial Network, LLC	23	Graystone Consulting
4	Illinois Metropolitan Investment Fund (IMET)	24	BMO Harris Bank N.A.
5	Baker Tilly Virchow Krause, LLP	25	Crowe Horwath LLP
6	Ehlers and Associates, Inc.	26	GMIS
7	Azavar Audit Solutions, Inc.	27	FirstMerit Bank
8	Sikich LLP	28	Capital Gains Incorporated
9	Wintrust Government Funds	29	Sawyer Falduto Asset Management, LLC
10	Plante Moran	30	GW & Associates, PC
11	Sebis Direct Inc.	31	PFM Group
12	Speer Financial, Inc.	32	Arthur J. Gallagher & Co.
13	CliftonLarsonAllen LLP	33	JPMorgan Chase
14	Springbrook Software	34	Tyler Technologies
15	Amalgamated Bank of Chicago	35	Federal Home Loan Bank of Chicago
16	MWM Consulting Group	36	Third Millennium Associates, Inc.
17	Standard & Poor's Ratings Services	37	Wolf & Company LLP
18	Fifth Third Securities, Inc.	38	Miller Cooper & Co., Ltd
19	New World Systems	39	BS&A Software
20	PMA Financial Network, Inc.	40	Civic Systems

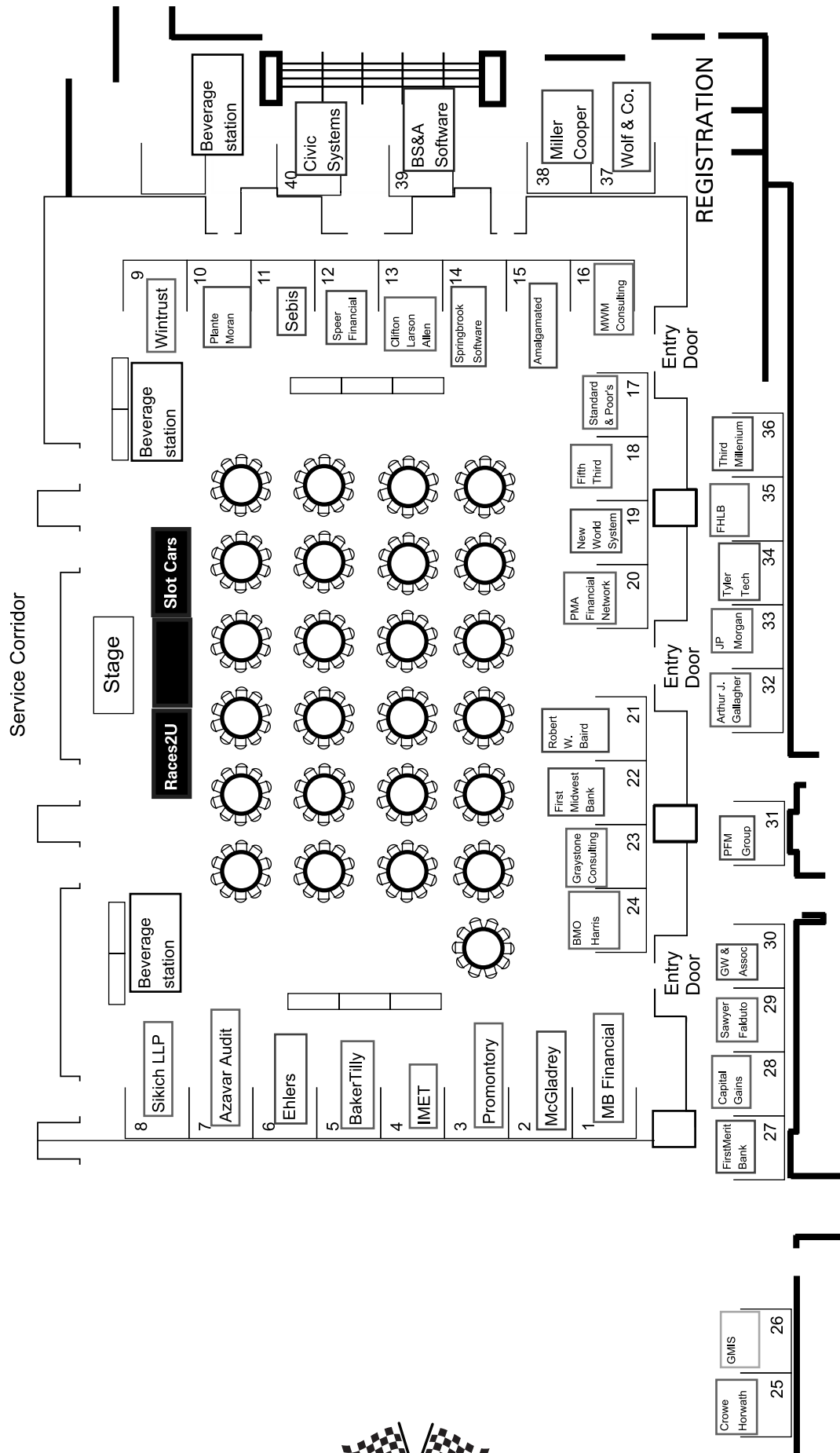


Don't miss the live action slot car racing during the Vendor Showcase.  
 Get your racing license by visiting at least 20 vendor booths  
 and race for fabulous prizes and acclaim!





## IGFOA 2014 Conference Vendor Showcase



## IGFOA 2014 Annual Conference Educational Sessions

Sunday, September 7, 2014

**1:00 PM – 5:00 PM**

### Hot Topics Track

#### FOUNDATIONS AND APPLICATIONS OF ETHICS FOR GOVERNMENT FINANCE

- This session will provide a basic description of ethical conduct with special emphasis on concerns within financial offices of governmental bodies. We will discuss the foundations upon which Codes of Ethics are built, implementation of the Codes, and specific case studies.

**Learning Objectives:** *Participants completing this session should be able to*

- Explain the difference between compliance and ethics
- Articulate the ethical decision making process
- Understand the components of developing an ethical system
- Examine how the case studies apply to situations in their organizations

**Speaker:** Thomas J. Tropp, Corporate Vice President, Ethics and Sustainability, Arthur J. Gallagher & Co.

**Moderator:** Erin Duffy, Arthur J. Gallagher & Co.

**CPE:** About 4 hours CPE credit **Field of Study:** Behavioral Ethics **Level:** Overview

#### Session Outline:

1. A discussion of the difference between Compliance and Ethics.
2. The search for grounding from which to develop an ethical system.
  - a. Classical Ethical Theory.
  - b. 21<sup>st</sup> Century focus on ethical conduct.
3. An analysis of the ethical decision making process with emphasis on movement from autonomic to intentional thought.
  - a. Decision tree methodology.
  - b. Summary guidelines.
4. Methods for the presentation of a final Statement of Institutional Ethics
  - a. Delivery of the message.
  - b. Maintenance of the message.
5. Case Studies.
6. Team reports.

**5:15 PM – 5:45 PM**

### IGFOA Partner Track

#### HOW TO NETWORK WITH IGFOA MEMBERS

Join us for a friendly and frank discussion of how to approach and discuss business with local government finance directors.

**Learning Objectives:** *Participants completing this session should be able to*

- Approach and discuss services and proposals with local decision makers

**Speakers:** John Harrington, Village of Minooka, Scott Anderson, Village of Buffalo Grove, and Tom Kuehne, Village of Arlington Heights

**Moderator:** Mary McGuire, Arlington Heights Park District

**CPE:** About 0.5 hours CPE credit **Field of Study:** Marketing **Level:** Overview



IGFOA 2014 Annual Conference Educational Sessions, *continued*

Monday, September 8, 2014

8:00 - 9:00 AM

**Keynote Breakfast****ECONOMIC UPDATE: The Big Engine that Could...and Did**

Participants will hear about past and recent economic indicators covering inflation, consumer confidence, economic growth, housing and real estate, employment, and spending and sales. This session will discuss the significance of the past and current trends on the near-term future of the economy.

**Learning Objectives:** *Participants completing this session should be able to*

- Identify trends for the future based on past and current economic data
- Explore options for the future based on pending and current legislative actions
- Discuss planning and other possible actions to take based on economic reports

**Speaker:** James E. Glassman, Managing Director and Head Economist, Commercial Bank, JPMorgan Chase & Co.

**Moderator:** Rita Kruse, Batavia Park District

**CPE:** About 1 hours CPE credit **Field of Study:** Economics **Level:** Advanced

**Session Outline:**

1. US economic engine compared to other developed economies
2. GDP & Labor Data as metrics
3. Housing statistics
4. Nonfarm employment in selected areas of the USA
  - a. Unemployment rate falls short
  - b. Perspectives on true unemployment
  - c. Exits from the labor force since 2007
5. Subpar inflation implies extra innings
6. Structural Fiscal Challenge is a Healthcare Issue
7. Federal Deficit over the past 12 mos.
8. Treasury Debt outstanding
9. State of State Unfunded Pension Obligations
  - a. Illinois
    - i. Initial applications for Unemployment benefits, IL vs US
    - ii. Job Growth, IL vs US
    - iii. Diverse trends across the state of IL
    - iv. Unemployment rate slowly receding
    - v. IL housing prices vs US
    - vi. IL housing starts vs US
  - b. California
    - i. Initial applications for Unemployment benefits, CA vs US
    - ii. Job growth, CA vs US
    - iii. Silicon Valley nonfarm employment
    - iv. Santa Barbara nonfarm employment
    - v. Sacramento nonfarm employment
    - vi. Los Angeles nonfarm employment
    - vii. Southern CA nonfarm employment
    - viii. Unemployment slowly receding
    - ix. Housing prices rising
    - x. Slow revival of the building sector



**IGFOA 2014 Annual Conference Educational Sessions, *continued*****Monday, September 8, 2014, continued****9:20 - 10:20 AM****Hot Topics****ERP START TO FINISH FOR MIDDLE MANAGEMENT**

This session will be a general overview of the steps to implementing a new enterprise system (software package). Where to start the process, what decisions need to be made, what hurdles you may encounter along the way, and making the right decisions for your organization.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand the process of securing ERP
- Determine staffing requirements
- Identify the pros and cons during the software selection
- Know the role as middle management & how to gain support at all levels including other departments
- Evaluate proposals to make the final decision
- Understand key steps to implementing the system and track spending
- Explain the importance of training after implementation

**Speakers:** Tanya Billeter, City of Galesburg, Jamie Cunningham, Village of Lombard, and Linda Dalton, Village of Woodridge

**Moderator:** Mike Riffel, Plante Moran

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:**

1. Introduction
2. Understanding the process
  1. Lead: Consultant or internal staff Member
  2. What will be required from your organization
3. Your role as middle management vs. Project Manager
  1. You are the main point of contact for your department
  2. Provide constant support and communication
  3. Maintain a positive attitude
4. Identify the pros and cons
  1. Before you begin -- What is the reason for the change?
  2. During the software selection process – What product works best for your organization?
5. Making the final decision
  1. Triple check that all your requirements are being met
  2. Look closely at the number of user licenses required
  3. Get each divisions feedback on each software demonstration in writing
  4. Have each division call references
6. Implementing the system
  1. Set deadlines
  2. Inform staff on the expectations and requirements
7. Going Live
  1. Keep training
  2. Understand your contract and track every dollar
  3. Be flexible
  4. Don't fall behind—Stay current on software solutions and upgrades
8. Questions from the audience



IGFOA 2014 Annual Conference Educational Sessions, *continued*

Monday, September 8, 2014, continued

**9:20 - 10:20 AM****Cash Management****STREAMLINING UTILITY COLLECTIONS**

As more and more consumer payments are being made through an online bill payment system, municipalities are dealing with an increased number of exception items and time needed to process these items. This session will discuss possible solutions to help streamline the processing utility payments that are received without any remittance coupon.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand how online bill pay works with regards to your utility payments
- Manage the time required for staff to process exception payments
- Explore options in dealing with exception items

**Speakers:** Paul Christensen, City of Woodstock, Laura Mishlove, JPMorgan Chase Bank, and Aimee Briles, Wintrust Community Banks

**Moderator:** Todd Sholeen, FirstMerit Bank

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:**

1. Payment Trends & Best Practices
  - a. Industry trends
  - b. Trends in Paper to Electronic
  - c. Top barriers in adopting electronic payments
  - d. Top benefits of transitioning to electronic payments
  - e. Review of Payment types & use
  - f. Paper to electronic cost comparison
  - g. Converting customers to electronic – focused effort
  - h. Industry best practices & benefits
2. Receivable Trends & Best Practices
  - a. Imaging & mobile are changing the collections landscape
  - b. Typical receivables process
  - c. Streamlining the receivables process
    - i. Processing electronically
    - ii. Mobile as a viable collection channel
  - d. Solving the remittance challenge
    - i. Pain points of remittance processing
    - ii. Solutions to meet Payee's requirements

**9:30 - 10:00 AM****IGFOA Partners****HOW TO REACH MEMBERS AT THE CONFERENCE AND BEYOND**

Presented by the IGFOA Partners' Forum, this session will explain options to contact and network with local government finance professionals at the conference and other programs as well as share tips for successful contacts.

**Learning Objectives:** *Participants completing this session should be able to*

- Identify at least three ways to network with finance professionals

**Speaker:** Laura Allen, IMET and IGFOA Partners Forum

**CPE:** About 0.5 hours CPE credit **Field of Study:** Marketing **Level:** Overview



**IGFOA 2014 Annual Conference Educational Sessions, *continued*****Monday, September 8, 2014, continued****10:40 - 11:40 AM****Hot Topics****ACA - DEFINING YOUR BENEFITS STRATEGY & STAYING COMPLIANT**

With an evolving way of purchasing health insurance, it is important that IGFOA members understand the latest updates with the ACA, and begin to be more strategic in how the ACA changes are communicated. With HSA plans becoming more popular, we will guide you through why offering choice and options to your employees is important. During this session you will receive education on HSA plan design, contribution structure, and HSA banking arrangements.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand the most recent ACA/HCR Updates
- Explore various ways to introduce HSA plan
- Understand the banking part of the HSA and how it integrates with the plan

**Speakers:** Joyce Janu and Erin Duffy, Arthur J. Gallagher & Co., and Todd Sholeen, FirstMerit Bank

**Moderator:** John Harrington, Village of Minooka

**CPE:** About 1 hours CPE credit **Field of Study:** Personnel/HR **Level:** Overview

**Session Outline:**

1. ACA Updates – Where are we today?
  - a. Brief history of 2014 changes
  - b. One slide with 2015 changes required by ACA
2. H.S.A. plans
  - a. Slide defining H.S.A. plans
  - b. Plan Basics – example of how the plan works
  - c. Claim examples based on utilization
  - d. Consumerism
3. H.S.A. banking
  - a. Account set up
  - b. How the reimbursement process works
4. Benchmarking
  - a. How do you compare to your peers? Prevalence of H.S.A. plans
5. Mitigate Cadillac tax
  - a. Defined Contribution strategy
6. Marketplace – Public vs. Private



**IGFOA 2014 Annual Conference Educational Sessions, *continued*****Monday, September 8, 2014, continued****10:40 - 11:40 AM****Cash Management****CASH FLOW FORECASTING AND STREAMLINING**

In this session you will learn how to build a cash flow forecasting model that will enable you to streamline the investing process in order to maximize the interest potential of your portfolio, while maintaining liquidity to cover unforeseen expenditures.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand the elements of a good cash flow plan
- Review information that is necessary to forecast cash flows
- Determine your municipalities reserve balance/long-term potential
- Create an optimal investment plan to cover funding needs

**Speaker:** Courtney Rios, PMA Financial Network, Inc.

**Moderators:** Mary McGuire, Arlington Heights Park District and Traci Pleckham, Village of Plainfield

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:**

1. Benefits of Well Maintained Cash Flow Plan
  - a. Maximized investment earnings
  - b. Adequate liquidity level
  - c. Ensures funding of liabilities
  - d. Cash shortfalls are easily identified
  - e. Identify fiscal trends
  - f. Provide administrative efficiency
  - g. Continuity through changes in staff
2. Building a Good Cash Flow Plan
  - a. Required data
  - b. Methodology
  - c. Historical based
  - d. Projection based
  - e. Revenue/Expenditure analysis
  - f. Cash flow schedules
  - g. Total dollar balance graph
  - h. Pinpoints reserve balance
  - i. Cash shortfalls & timing
  - j. Long-term investment potential
  - k. Investment plan

**10:50 - 11:20 AM****IGFOA Partners****GET ON BOARD THE IGFOA SPEAKERS BUREAU**

Presented by the IGFOA Partners' Forum, at this session we will demonstrate how members can sign-up for the IGFOA Speakers Bureau and submit program ideas. We will also provide some quick tips for presenters and discuss the required components for planning a session eligible for CPE credit.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand how to sign-up for the IGFOA Speakers Bureau
- Explain the top five mistakes presenters make
- Plan a CPE credit worthy session

**Speaker:** Marianne Shank, IGFOA

**CPE:** About 0.5 hours CPE credit **Field of Study:** Communications **Level:** Overview





**IGFOA 2014 Annual Conference Educational Sessions, *continued***

Monday, September 8, 2014, continued

**1:00 - 2:00 PM****Hot Topics****GRANT WRITING - IMPROVING THE ODDS TO BETTER THAN A COIN FLIP**

This session will address how Illinois local governments can search for appropriate grant opportunities and provide tips for telling the best story to get your grant funded.

**Learning Objectives:** *Participants completing this session should be able to*

- Identify current grant opportunities
- Understand how to shape a project to make it competitive
- Tell your story to best leverage your assets
- Recognize when you are trying too hard to make your project fit

**Speakers:** Benjamin Wilson, Community Development Director, North Central Illinois Council of Governments

**Moderators:** Jamie Cunningham, Village of Lombard

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:**

1. Introduction
  - a. NCICG
  - b. Me
2. Abraham Lincoln
3. Keys to grant research
  - a. Planning = efficient research
  - b. Resource maintenance
4. Keys to grant writing
  - a. Make friends
  - b. Technical assistance
  - c. Read the NOFA
  - d. Telling your story
  - e. Know Your Audience
  - f. Follow the rules
  - g. Consistency
5. Document
  - a. The devil is in the details
  - b. Manageable appendix
  - c. The use of technical language
6. Proposal Review
  - a. Pre-review options
  - b. As many sets of eyes as possible
7. Submission
  - a. Digital
  - b. Hard copy
8. Follow-up



IGFOA 2014 Annual Conference Educational Sessions, *continued*

Monday, September 8, 2014, continued

**1:00 - 2:00 PM****Cash Management****CASH MANAGEMENT PRACTICAL PERSPECTIVES**

Have you struggled to earn interest during this unprecedented low interest period? In this session you will hear from a panel of your colleagues as they discuss cash management issues, options, challenges, and successes. We will discuss ways to increase interest earnings, collateralization policies, and other strategies being used by our panelists. Bring your questions to the session as there will be time set aside to answer them.

**Learning Objectives:** *Participants completing this session should be able to*

- Discuss recent cash management challenges based on the current economy
- Obtain helpful information from colleagues on practical solutions for maximizing interest while ensuring asset security
- Explore various options that can be beneficial to all government entities for managing their investment portfolio

**Speakers:** Richard Schnuer, City of Champaign, Melissa Gallagher, City of Rolling Meadows, Rob Fredrickson, United City of Yorkville and Jim Egeberg, PACE

**Moderators:** Paul Christensen, City of Woodstock

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Intermediate

**Session Outline:**

1. Illinois State Statue
2. Difference between Home Rule and Non-Home rule communities and what additional opportunities are available to Home rule communities
3. Collateralization
4. GFOA best practices
5. Letters of credit
6. Investment Practices
7. Investment reporting to Boards/Councils
8. Benchmarking
9. Investment Pools
10. Bond Mutual Funds
11. Certificate of Deposits
12. Brokered vs traditional
13. Collateralized
14. CDARS
15. Bond proceeds vs operational cash
16. Comingles or Separate Accounts
17. Investment Strategy Differences
18. Limitations from various banks. How this has changed in this low interest environment

**1:10 - 1:40 PM****IGFOA Partners****WRITING TO GET YOUR MESSAGE ACROSS**

Presented by the IGFOA Partners' Forum, this session will provide tips on writing for professional newsletters, journals, and websites to increase your firm's exposure to government finance professionals.

**Learning Objectives:** *Participants completing this session should be able to*

- Identify three best practices in writing for professionals
- Explain the opportunities to publish through IGFOA

Bradford Townsend, Ehlers & Associates, Inc. and IGFOA Partners' Forum

**CPE:** About 0.5 hours CPE credit **Field of Study:** Communications **Level:** Overview

IGFOA 2014 Annual Conference Educational Sessions, *continued*

2:20 - 3:20 PM

Monday, September 8, 2014, continued

**Hot Topics****BUSINESS PROCESS OUTSOURCING: AN ACCOUNTING, FINANCE & INFORMATION TECHNOLOGY PERSPECTIVE**

Over the last 20 years, outsourcing has taken on many different forms used by government, non-profit and for-profit organizations. Information Technology, Accounting and Finance functions have traditionally been the change agents for outsourcing which has opened pathways for application in other areas of the organization. This session will explore how technology and finance professionals are addressing the topic of process outsourcing with organizations of varying size and complexity.

**Learning Objectives:** *Participants completing this session should be able to*

- Explain concepts related to business process outsourcing and common myths
- Articulate benefits to the organization
- Outline outsourcing/co-sourcing service models based on organization size and complexity
- Identify best practices for successful outsourcing engagements

**Speakers:** Marc Thorson, Village of Glendale Heights & GMIS Illinois President, and Terry Bishop, Sikich LLP

**Moderators:** Tim Gavin, Sikich LLP

**CPE:** About 1 hours CPE credit **Field of Study:** Business Management and Organization **Level:** Overview

**Session Outline:**

1. Introduction to Business Process Outsourcing (BPO)
  - a. What is BPO?
    - i. Formal definition
    - ii. Common terms similar to BPO (outsourcing, out-tasking, co-sourcing)
    - iii. Common myths associated with BPO, outsourcing
  - b. Types of governmental organizations using BPO
  - c. Organization size, structure, complexity
2. Why are organizations outsourcing, engaging in co-sourcing relationships?
  - a. Benefits and opportunities
    - i. Utilize best practices, focus on core activities, free up internal resources, require specialized skills, employee retention, fixing a broken function, generate cost savings
  - b. Risks
    - i. Managing employee expectations, internal communication, internal champions, reasons for outsourcing failures
3. What does BPO, outsourcing look like for governmental entities?
  - a. Information Technology
    - i. Managed Services, network support and administration
    - ii. Special projects, skill sets
  - b. Accounting & Finance
    - i. Payroll
    - ii. Supervisory role/safety net
    - iii. Fully outsourced model
4. Is BPO/Outsourcing an option for your organization?
  - a. Organization
  - b. Functions
  - c. Resources
5. Recommended next steps
  - a. Due diligence
  - b. Internal assessments, define expectations
  - c. Internal communication is key
  - d. Connect with your peers that are currently outsourcing for best practice



**IGFOA 2014 Annual Conference Educational Sessions, *continued*****2:20 - 3:20 PM****Monday, September 8, 2014, continued****Cash Management****COLLATERALIZATION ISSUES & OPTIONS**

This session will discuss the options for collateralizing public deposits under Illinois Compiled Statutes and how those options may impact the disclosure of custodial credit risk over deposits with financial institutions in your government's financial statements.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand recent legislation regarding FDIC changes
- Understand Federal Home Loan Bank, letters of credit, and collateral for traditional Securities
- Understand the intricacies of categorizing collateral in a CAFR

**Speakers:** Sue Kling, Promontory Interfinancial Network, Jill Hagen, MB Financial, & Fred Lantz, Sikich LLP

**Moderators:** Dan Parker, Arthur J. Gallagher & Co.

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:**

1. GASB definition of custodial credit risk over deposits with financial institutions
2. What is FDIC
3. Single institution and multiple institution collateral pools
4. Insured Cash Sweep Services (ICS)-Access to multi-million dollar FDIC Insurance Funds
5. Benefits of ICS
6. FHLB Letters of Credit to Secure Public Unit Deposits
7. Benefits of Using PUD LOCs
8. Can public agencies accept FHLB Letters of Credit?
9. How to Get Started

**2:30 - 3:00 PM****IGFOA Partners****HOW TO RAISE YOUR PROFILE AT THE IGFOA WEBSITE**

Presented by the IGFOA Partners' Forum, this session will guide you through how to set up a robust profile and share your expertise with government finance professionals through the association website.

**Learning Objectives:** *Participants completing this session should be able to*

- Update and maintain on-line information about their firm
- Respond to queries and share documents with local government finance professionals

**Panel:** Todd Sholeen, FirstMerit Bank and IGFOA Partners' Forum

**CPE:** About 0.5 hours CPE credit **Field of Study:** Communications **Level:** Overview



**IGFOA 2014 Annual Conference Educational Sessions, *continued*****Monday, September 8, 2014, continued****3:40 - 4:40 PM****Hot Topics****LABOR CONTRACT NEGOTIATIONS – ULTIMATELY, EVERYTHING COSTS SOMETHING**

This session will provide the participant with an understanding of negotiation strategies and practical tips on the Finance Director's role (whether at the table or behind the scenes) in an effective negotiating process.

**Learning Objectives:** *Participants completing this session should be able to*

- Engage in pre-negotiation strategy session with key village staff & attorney
- Identify the composition of the negotiating team and key role of the finance officer
- Analyze the cost of the agreement – the importance of knowing and understanding the numbers
- Articulate the do's and don'ts of negotiating the agreement

**Speakers:** Lisa R. Callaway, Esq., Clark Baird Smith LLP

**Moderators:** Susan Griffin, Village of Lake Bluff

**CPE:** About 1 hours CPE credit **Field of Study:** Personnel/HR **Level:** Overview

**Session Outline:**

1. The Basics
  - a. Preparation is crucial
  - b. Key traps to avoid
  - c. Beware of union "gotcha's"
  - d. The importance of what you put into writing
2. Key Contract terms
  - a. The obvious but important contract terms
  - b. The ones paid little attention to that will get you every time
  - c. What's hot right now
3. Parting Words



**IGFOA 2014 Annual Conference Educational Sessions, *continued***

Monday, September 8, 2014, continued

**3:40 - 4:40 PM****Cash Management****PCI COMPLIANCE AND BANK CARD ACCEPTANCE**

This session will introduce the basics of PCI compliance including industry definitions and standards. The session will also discuss convenience fees and processing costs. PCI compliance checklist for the merchant will be reviewed.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand the basics of the payment card industry (PCI)
- Understand the flow of data from the merchant to the processor
- Explain the Durbin Amendment and how it affects the merchant

**Speakers:** Jeanie Griffin, Chase Paymetech, and Suzi Gaiser, Vantiv, Business Partner of Fifth Third

**Moderators:** Rita Kruse, Batavia Park District

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:**

1. Internal Role
  - a. What is PCI?
  - b. Internal Players
2. External Role
  - a. Transaction Cycle
  - b. External Providers
  - c. Build vs Buy
3. Best Practices
  - a. E to E Encryption
  - b. EMV card and its effects
  - c. Token authorization
  - d. Resources



**IGFOA 2014 Annual Conference Educational Sessions, *continued*****Tuesday, September 9, 2014****7:30 - 8:45 AM****LEGISLATIVE KEYNOTE BREAKFAST**

Participants will hear updates on State legislative matters from IGFOA Legislative Consultant Taylor Anderson, Illinois Municipal League Legislative Director Joe McCoy, and co-author of the Illinois Park District Law Manual, Rob Bush of Ancel Glink Diamond Bush DiCianni and Kraftheffer. The panel will also discuss strategies for promoting issues important to various taxing districts.

**Learning Objectives:** *Participants completing this session should be*

- Familiar with new Illinois Public Acts significantly affecting local governments
- Aware of pending Illinois General Assembly legislative proposals that may significantly impact local governments

**Moderated by the IGFOA Legislative Committee**

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**8:50 - 9:50 AM****Hot Topics****ROUNDTABLE DISCUSSION ON IMPLEMENTING GASB STATEMENTS 67 AND 68**

This session will provide an interactive walk-through of implementing GASB Statements 67/68 by asking and answering the questions of what information is needed and when, from whom do we need it, and what do we do when received.

**Learning Objectives:** *Participants completing this session should*

- Understand the basic process for how to implement GASB Statements 67/68
- Learn what the flow of information will look between the employer, pension fund, actuary, investment manager and auditor when implementing GASB Statements 67/68

**Panel:** Fred Lantz, Sikich LLP, Jason Franken, Foster and Foster, and Bill Hannah, Village of North Aurora and IGFOA TARC Chair

**CPE:** About 1 hours CPE credit **Field of Study:** Governmental Accounting **Level:** Overview

**Session Outline:**

The roundtable will be an exchange between a village finance director, an actuary and an auditor on how to implement GASB S-67 and 68 from an employer's perspective.

1. Implementation Considerations – Statement 67
  - a. Items Needed from Investment Manager
  - b. Actuary Considerations
    - i. What do I need from the actuary
    - ii. What will I get from the actuary
    - iii. When do I need the information and when will I receive the information
  - c. Flow of Information Between Actuary and Plan/Employer
  - d. Transition Issues During the Implementation of Statement 67
2. Implementation Considerations – Statement 68
  - a. Timing of Measurement Date and Actuarial Valuation Date with Fiscal Year End
  - b. Illinois Municipal Retirement Fund Information, what do I need and what can I get
  - c. Audit implications for participants in agent multiple employer plan
  - d. What to do with the information from my actuary
  - e. Illustrative Journal Entries for Implementation in Employer Financial Statement
3. Questions and Other implementation issues





IGFOA 2014 Annual Conference Educational Sessions, *continued*

Tuesday, September 9, 2014, continued

8:50 -9:50 AM

## Hot Topics

**INVESTING IN MUNICIPAL BONDS**

2014 continues to bring economic/investment challenges with the low interest rate environment. Diversifying your portfolio with municipal bonds can help with credit quality, market fluctuations and increased yield. Our expert panel will go through current economic conditions, legality of investing in municipal bonds (even your own!) and benefits of adding the municipal sector to your current portfolio.

**Learning Objectives:** *Participants completing this session should be able to*

- Discuss the current US and Illinois economic environment
- Understand the law associated with purchasing municipal bonds and your own
- Explore the value of diversification into municipal bonds (Yield/credit quality)
- Understand the minimal default risk associated with this fixed income sector

**Speakers:** Jeff Korzenik, Fifth Third Bank, Lynda Given, Chapman & Cutler and Gary Szott, Village of Bloomingdale

**Moderator:** Traci Pleckham, Village of Plainfield

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:****I. Jeff Korzenik(Chief Investment Strategist, Fifth Third Bank) – Market Overview**

1. Economy Overview
  - a. Second Half of 2014 Macro Focus
  - b. Second Half of 2014 Market Expectations
2. Five Areas of Muni Market Focus
  - a. Domestic Debt
  - b. Government Tax Receipts
  - c. US Bond Market
  - d. Municipal Market
  - e. Muni Yields vs. 10 - year Treasury
3. Muni Investor Checklist
4. What are Municipal Bonds?
5. Types of Debt
  - a. Unlimited General Obligation Bonds
  - b. Limited General Obligation Bonds
  - c. Alternate Revenue Source Bonds
  - d. Revenue Source Bonds
  - e. Debt Certificates or Leases
6. Ratings/Default Rates
  - a. Moody's
  - b. S & P
7. Types of Bonds
  - a. Par Bonds
  - b. Premium Bonds
  - c. Discount Bonds
  - d. Zero Coupon Bonds
8. Bonds vs. CDs

**II. Lynda K. Given (Partner, Chapman and Cutler, LLP) - Buying your Own Bonds**

1. Public Funds Investment Act – 30 ILCS 235/2(A-1)
2. Investment of Municipal Funds Act – 50 ILCS 340/1

**III. Gary Szott (Finance Director, Village of Bloomingdale) – Diversifying your Portfolio with Municipal Bonds**

- a. Credit Worthiness of Bond Ratings
  - a. Moody's
  - b. S&P
  - c. Fitch
2. Bloomingdale Portfolio
3. Possible Questions from Your Auditors



**IGFOA 2014 Annual Conference Educational Sessions, *continued***

Tuesday, September 9, 2014, continued

**10:00 - 11:00 AM****Cash Management****RETHINKING CASH AND DISBURSEMENT CONTROLS TO PREVENT EMPLOYEE DISHONESTY AND FRAUD**

Municipalities are defrauded internally by employees who abuse the cash handling, disbursement and payroll functions of the financial operation. Focusing on internal controls in these three areas greatly reduces the risk that fraud will occur. This seminar discusses how money is stolen and how it can be prevented through mapping of the current operation, better policies and procedures, alternatives to separate duties in a small staff environment, and closure of manual accounting interfaces between departments.

**Learning Objectives:** *Participants completing this session should be able to*

- Understand how to map the current cash operation and close the gaps of poor internal controls
- Learn common fraud schemes
- Evaluate alternatives to separate duties appropriately
- Develop a solid plan to prevent fraud

**Speaker:** Mary O'Connor, ASA, CFE, Partner, Dispute Advisory Services, Sikich LLP

**Moderator:** Tim Gavin, Sikich LLP

**CPE:** About 1 hours CPE credit **Field of Study:** Finance **Level:** Overview

**Session Outline:**

1. Why are governments vulnerable to fraud and common fraud hotspots and schemes
  - a. Reasons for vulnerability
  - b. Uniform Occupational Fraud Classification System
  - c. Local adjudication
  - d. Off site locations with manual interface with Finance Department
  - e. Deficient IT systems; voids and restarts
  - f. Ghost vendors and employees
  - g. Mail/deposit handling
  - h. Skimming/Lapping
  - i. Journal entries and write-offs
  - j. Refunds
2. Overview of current system
  - a. Mapping skills for cash handling, disbursements and payroll processing
  - b. See the holes
  - c. Think creatively about alternatives to compensate for a small staff
3. Prevention Plans that Work
  - a. Commitment
  - b. Training
  - c. Handbooks and expectation of privacy
4. Fraud Incident Management Protocol
  - a. Formation of team
  - b. Players on the team
  - c. Authority and responsibility of the team
  - d. Whistleblower system
  - e. Preservation of evidence
  - f. Employment issues
  - g. Coordination with law enforcement
  - h. Insurance claim and restitution



## IGFOA 2014 Annual Conference Speaker Information

**Scott Anderson, Village of Buffalo Grove**, is the Finance Director/Treasurer and has held that position since 2006. Prior to being appointed he had been the Assistant Finance Director at Buffalo Grove since 1999.

He has a B.S. in Political Science from Arizona State University and a Masters in Public Administration (Fiscal Administration) from Northern Illinois University.

Professional memberships include the Government Finance Officers Association (GFOA) and the Illinois Government Officers Association (IGFOA). He is a member of the Executive Board of IGFOA.

**Taylor K. Anderson, Anderson Legislative Consulting**, contractual consult for ALC, joined Anderson Legislative Consulting in 2007 following his tenure with the Dunn Fellowship in the Legislative Office of the Governor. There, he helped design and authored the bill tracking training website for state agency liaisons, as well as worked closely with top State Agency heads and members of the Illinois Senate. Prior to his fellowship, Taylor began his legislative training by serving as an intern for various state entities and associations. He interned in the Illinois General Assembly on Senate President Emil Jones – Revenue Committee followed an internship with the Governor's Office of Legislative Affairs. In addition, he interned as a legislative liaison with Illinois Environmental Protection Agency-Legislative Affairs Division, where he handled both State and Federal issues. Taylor Anderson also worked with the Illinois Chamber of Commerce-Government Affairs Division, where he analyzed voter precincts and researched/authored Chamber Position papers. He worked with the Illinois Association of County Board Members and Commissioners, organizing seminars for County officials and contributed to various county newsletters and magazines. He also served as Assistant to Deputy Director of Physical Services for Secretary of State Jesse White.

Taylor Anderson is a graduate of Pomona College with a Bachelor of Arts in Politics. He is a member of the National Society of Collegiate Scholars. He has earned the respect of legislators and legislative leaders from the four caucuses and continues to build upon his already established relationships. His hard work and enthusiasm on behalf of Anderson Legislative Consulting clients is already paying dividends as indicated by the many recent issues successfully enacted into law.

**Tanya K. Billeter, City of Galesburg**, is a Staff Accountant and she has worked for the City for the past 12 years. Besides her job shared duties with the other Staff Accountant, Ms. Billeter works directly with the Director of Finance and Information Systems in the preparation of the City's \$80M budget and she also manages the City's

fixed assets. Ms. Billeter holds a Master of Business Administration from St. Ambrose University and a BA in Business Management from Western Illinois University. Ms. Billeter is a member of the IGFOA and has recently joined Ms. Dalton in co-chairing the Assistants' Network Program. Earlier this year, she took over the co-chair position in the Quad-Cities area.

**Terry Bishop, CPA, Sikich LLP**, serves closely-held small businesses with annual sales up to \$15 million. Depending on the client's outsourcing needs, Mr. Bishop is able to fulfill a variety of roles ranging from staff accountant to supervisor to controller. In addition to setting up accounting systems, his expertise includes general ledger maintenance, payroll, tax preparation and preparation of financial statements for internal management use or use by third parties. Mr. Bishop is extremely well versed in QuickBooks accounting platforms where he also facilitates training seminars for individuals and groups with the Small Business Development Center (SBDC).

Mr. Bishop's professional affiliations include Affiliations American Institute of Certified Public Accountants, Illinois CPA Society, and Greater Aurora Regional Chamber of Commerce – Board Member & Treasurer. Mr. Bishop received a Bachelor of Business Administration, emphasis International Business degree from the University of Mississippi; Oxford, MS and an Accounting Studies Certificate from DePaul University, Chicago, IL.

**Aimee Briles, Wintrust Financial**, oversees the Government Funds group and has over twelve years of experience in government banking, specializing in the needs of public entities. She joined Wintrust in 2007 and works with the family of Wintrust Community Banks to deliver innovative products, tailored processes and exceptional customer service specifically to meet the needs of local governmental entities in the Wintrust communities.

Ms. Briles has been an active member of the Illinois Government Finance Officers since 2003. She has served on the IGFOA Association Forum and is a current member of the IGFOA Career Development Committee, and presents seminars several times a year providing information on industry updates, Treasury Management product enhancements and the current rate environment.

**Robert K. Bush, Ancel Glink Diamond Bush DiCianni and Kraftheffer**, received his J.D. Degree in 1977 from the Boston University School of Law. He received his Bachelor's Degree from the College of William & Mary in 1974 and attended Wesleyan University in Middletown, Connecticut. Since May 2005, Mr. Bush has been named by Chicago Magazine as one of the top attorneys in the State of Illinois representing cities, municipalities and other local governments. He is a member of the Bar of



## IGFOA 2014 Annual Conference Speaker Information, *continued*

both the State of Illinois and the State of Indiana. Mr. Bush has significant experience representing numerous Illinois public entities, both in a corporate and litigation setting. He presently serves as Village Attorney for the Village of Harwood Heights and the Village of Lisle and he serves as Park District Counsel to the Cary Park District, the Hoffman Estates Park District, the Downers Grove Park District, and the Salt Creek Park District, among others. Mr. Bush works closely with the many self-insured pools represented by Ancel Glink and is the corporate counsel for the School Employees Loss Fund, the Municipal Self-Insurance Cooperative Agency, the Northern Illinois Health Insurance Program, the McHenry County School Insurance Pool, and the North Suburban Benefit Cooperative.

Mr. Bush has lectured before the Self-Insurers Institute of America, the American Bar Association, the Chicago Bar Association, the Illinois Association of Park Districts, the Illinois Park District Association, the International Association of School Business Officials, the Public Risk Management Association, the National Business Institute, as well as having participated in seminars before a number of municipal organizations. Mr. Bush is co-author of the Illinois Park District Law Manual and has published articles on diverse public law topics in several state and national publications. Mr. Bush has authored the chapter on “Workers’ Compensation Practice” in the Chicago Bar Association - Young Lawyer’s Section Handbook from 1983 to the present and has written several articles in the area of worker’s compensation practice including “Mystery of Worker’s Compensation” published in the Illinois Municipal Review and “Compensation Rates for Volunteer Municipal Employees” - the Illinois Bar Journal. Mr. Bush has also penned an article entitled “Civility In Municipal Government: Keeping Order When Factions Fracture Your Meetings” – Illinois Municipal Review. In addition to handling cases at the trial level and State and Federal Courts, he has appeared before the Illinois Appellate Court and the Illinois Supreme Court, as well as other administrative agencies. Mr. Bush is a member of the American Bar Association, the Chicago Bar Association, and the International Municipality Lawyers Association and in 1984 was awarded the “Lawyer in the Classroom” Award by the Constitutional Rights Foundation. In 2008, Mr. Bush accepted on behalf of himself and the firm a “Lifetime Appreciation” award given by the Illinois Association of Park Districts in recognition of their steadfast counsel, commitment, and generosity in helping make Illinois a better place through parks, recreation, and conservation.

**Lisa R. Callaway, Clark Baird Smith LLP**, brings more than twenty years of experience providing skilled employment and labor law counsel to public and private sector clients. Before joining Clark Baird Smith LLP in 2011, she was the Vice President and General Counsel

for The Management Association of Illinois, a not-for-profit employers’ association that assists more than 1,000 businesses, public sector entities and organizations with legal and human resources issues. While there, she assisted employers in collective bargaining, arbitration, employment discrimination, wage and hour, and general labor and employment law matters. She also provided training, conducted workplace investigations and advised public and private sector on business issues. Lisa was also part of the senior management team and her experience extends to managing a small business.

Her previous experience includes practicing labor and employment law with two Chicago law firms, including Seyfarth Shaw LLP, where she represented primarily school districts, community colleges and municipalities. She has negotiated numerous public and private sector collective bargaining agreements. She has also litigated cases in federal and state courts and before the National Labor Relations Board, the Equal Employment Opportunity Commission, the Illinois Human Rights Commission and the Illinois Educational Labor Relations Board.

Ms. Callaway frequently lectures on labor and employment law issues and has authored articles on sexual harassment, employment discrimination, employment termination, Sarbanes-Oxley, social media and workplace Internet/e-mail abuse. Representative groups before whom Lisa has presented include the American Bar Association, State and Local Government Committee; Illinois Public Employer Labor Relations Association; Illinois Association of School Boards; Material Handling Equipment Distributors Association; the National Association of Fire Equipment Distributors; National Business Institute; National Association for Business Resources; Western States Labor Relations Association; Chicago Labor and Employment Relations Association and Illinois Society for Human Resources Management. She is an adjunct faculty member at Loyola University of Chicago, Graduate School of Business, and has been a guest lecturer for the Loyola University Institute of Human Resources and Industrial Relations and Department of Education and Northern Illinois University, Department of Education. Ms. Callaway is a past chairperson of the Chicago Bar Association, School Law Committee. She is an advocate and active member of the Illinois Chapter of the Juvenile Diabetes Research Foundation (JDRF). Ms. Callaway’s education credits are J.D., Loyola University of Chicago (1989), M.S.I.R., Loyola University of Chicago (1993), and B.A. (cum laude), Loyola University of Chicago (1986). State Bar Admissions include Illinois and Federal Court Admissions are U.S. Supreme Court, U.S. District Court for the Northern District of Illinois (Trial Bar), U.S. Court of Appeals for the Seventh Circuit. Her professional affiliations include American Bar Association (Labor and Employment Section), Labor and Employ-





## IGFOA 2014 Annual Conference Speaker Information, *continued*

ment Relations Association, Chicago-Kent College of Law  
Kenneth M. Piper Endowment Advisory Board.

**Paul N. Christensen, CPA, CPFO, City of Woodstock**, is the Finance Director for the City having held this position since November of 2013. Prior to this, he worked at the Village of Schiller Park (2008-2013) and the Village of Fox Lake (1997-2008). During his employment at the Village of Fox Lake, Paul served as the Treasurer starting in May of 2000 and prior to this held the title of Accountant. At the Village of Schiller Park, Paul was the Finance Director and also served as an appointed trustee to the Village of Schiller Park's Police Pension Board. Preceding his employment at the Village of Fox Lake, he worked as a staff accountant auditing school and local government's audits. He is a Certified Public Accountant, a Certified Public Finance Officer and holds a Bachelors of Business Administration from the University of Iowa.

As the Finance Director for the City of Woodstock, he is responsible for directing and supervising all financial responsibilities for the City's 28 million dollar budget. These include but are not limited to budgeting, investing, debt, utility billing, payroll, accounts payable, and maintaining all aspects of the general ledger. Paul also serves as the Treasurer for the City. Paul is a member of the Illinois Society of Certified Public Accountants (ILCPAS), the Government Finance Officers Association of United States and Canada (GFOA), and the Illinois Government Finance Officers Association (IGFOA). He has served as a Trustee to the Solid Waste Agency of Lake County (SWALCO) and was on their executive director hiring committee.

**Jamie Cunningham, Village of Lombard**, is the Assistant Director of Finance for the Village where she has worked for the past 6 years. Ms. Cunningham oversees the daily operations of accounting, water billing, purchasing, risk management, and customer service. In addition she is responsible for preparing the Village's \$90M budget and \$8.6M+ tax levy. Recently, Ms. Cunningham was a key player in the new Village-wide public administration software and the change from a fiscal year to a calendar year.

Ms. Cunningham holds a master degree in management from Webster University in St. Louis and B.S. in marketing from Southern Illinois University in Carbondale. Ms. Cunningham is a member of IGFOA and is a valuable asset to the Assistants' Network Group. Currently she serves as a Board member for La Grange Park Field Club. She also served in the United States Air Force as a Financial Officer at Scott AFB, IL and Los Angeles AFB, CA.

**Linda Dalton, Village of Woodridge**, is the Accounting Manager for the Village where she has worked for the past 14 years. Besides managing her staff, Ms. Dalton

coordinates the annual audit and assists with the Village's \$45M budget. In addition, she serves on many committees for the Village including: Wellness, Safety, GIS Implementation, and ERP Selection. Ms. Dalton is a key player for the implementation of the new computer system. Ms. Dalton assisted in writing and implementing various policies and procedures, including strengthening internal controls. Ms. Dalton has a strong passion for local government and enjoys sharing her knowledge and experience with others. She makes time to mentor individuals who have the same passion as her. Ms. Dalton came from the private sector with 15 years of fund accounting experience.

Ms. Dalton is a graduate from Lewis University with a BA in Finance – she also holds an Associate's Degree in Criminal Justice. Ms. Dalton is a member of GFOA, IGFOA and a past Board Member of the Woodridge Kiwanis Club and the Woodridge Cultural Festival. Ms. Dalton currently serves on the IGFOA Executive Board of Directors (chairing the Assistants' Network Program). Currently, she is working with Tanya Billeter from Galesburg to grow the Assistants' Network in the Quad-Cities area. Ms. Dalton continues to explore new opportunities to expand this network.

**Erin N. Duffy, Arthur J. Gallagher & Co.**, is an Area Vice President, Client Development. Her role is to develop new relationships in the Public Sector Unit. She works to uncover clients' needs and identify opportunities for improvement in cost savings and efficiencies through Health and Welfare Benefits Compliance, Retiree Solutions, Health Risk Management, HR Consulting, and Communication Strategies. Ms. Duffy works closely with the Intergovernmental Personnel Benefit Cooperative (IPBC), a large group of communities that pool together to share risk, as well as with several public sector groups outside of the IPBC on a Consulting/Brokerage basis. Erin is responsible for managing a national partnership with NPELRA and Reliance Standard. Erin is the liaison between her clients and the designated client service team to ensure customer satisfaction and services are delivered as proposed. Erin is also responsible for maintaining her state insurance licenses by meeting continuing education requirements.

Ms. Duffy joined Arthur J. Gallagher & Co. in July 2008. She has focused her outreach in the Public Sector Unit specifically. Prior to joining the Arthur J. Gallagher & Co. team full-time, she was an intern at Arthur J. Gallagher & Co. for two summers of her college career. She is now responsible for much of the coordination of the Arthur J. Gallagher & Co. Itasca internship program. Ms. Duffy attends regional and national conferences to better her understanding of the municipal world as she continues to expand her knowledge of municipalities. These confer-



## IGFOA 2014 Annual Conference Speaker Information, *continued*

ences include, but are not limited to: GFOA, IGFOA, ICMA, ILCMA, NPELRA and IPELRA. She also participated in an Apprentice program in 2009 at Gallagher, competing against 17 of her peers to better her knowledge of the insurance world.

Ms. Duffy graduated from Bradley University in Peoria, IL. She has a Bachelor's Degree in Entrepreneurship and a minor in Spanish. She received her State of Illinois Producer's License for Life, Accident and Health in 2008. She studied abroad in Sevilla, Spain, one semester in college where she held a business internship and learned the Spanish language.

**Jim Egeberg, Pace**, the Suburban Bus Division of the RTA, works on long-range financial planning activities which include pension funding and debt issuance. He previously was the finance director for the Park District of Oak Park, and several municipalities including the Riverside, Des Plaines, and Rolling Meadows.

Mr. Egeberg has previously been a presenter at several IGFOA conferences and seminars, and is the past president of the Chicago Metro Chapter of the IGFOA, past chairperson of the Technical Accounting Review, and Legislative committees. He is a Certified Public Finance Officer. Mr. Egeberg volunteers in his community and has served on the Oak Park Library Board, Oak Park Elementary School District 97's Strategic Plan, and Financial Oversight and Review committees, his parish council, and was granted life membership in the Greater Chicago Chapter of the Intercollegiate Soccer Officials Association.

**Jason Franken, Foster & Foster**, is a consulting actuary and principal with Foster & Foster in Oakbrook Terrace, IL. Foster & Foster specializes in providing actuarial and administrative support to over 250 public and Taft-Hartley retirement programs across the country. Mr. Franken has 17 years of experience consulting employers on a wide range of pension and postretirement welfare plan issues, including statutory funding requirements, Governmental Accounting Standards Board (GASB) and Financial Accounting Standards Board (FASB) accounting for pension and postretirement medical plans, plan administration, experience studies and plan design. He is a frequent speaker at retirement conferences across the country. He has worked with retirement programs ranging in size from small public plans to large Taft-Hartley and Fortune 500 plans.

Mr. Franken is a Fellow of the Society of Actuaries, a Member of the American Academy of Actuaries and is an Enrolled Actuary per ERISA. He earned a B.S. degree in actuarial science from the University of Iowa.

**Rob Fredrickson, United City of Yorkville**, has been the Finance Director since 2010. Previously he served as a Senior Accountant for the City of Rolling Meadows and

as Assistant to the Finance Director for the City of Des Plaines.

He holds a Bachelor's Degree in Finance from Northern Illinois University and a Masters in Business Administration from Roosevelt University. He has also recently completed all four parts of the Uniform CPA exam and is awaiting licensure from the State.

**Suzi Gaiser, Vantiv**, is a Strategic Sales Consultant specializing in Government, Education and Non-Profit Organizations. She works closely with government agencies establishing payment processing solutions for online, in person and mobile payments. Ms. Gaiser has in depth knowledge of rules and regulations pertaining to accepting credit/debit cards and convenience fees. She works with government entities on managing their interchange rates as well as creating efficiencies in their processing environment. Ms. Gaiser has been in the payment industry for over three years and has worked with government for over 8 years.

**Melissa Gallagher, Village of Rolling Meadows**, has worked in state and local government for 16 years. For the last seven years, she has worked for the City of Rolling Meadows and has served as the Finance Director for the past two years. Ms. Gallagher serves as Treasurer to the Rolling Meadows Police and Fire Pension Boards. She previously worked as a Grant Budget Manager for the Illinois Department of Labor.

Melissa Gallagher graduated from Michigan State University with a Masters in Social Science in 1993 and earned a Masters of Accounting and Financial Management from Keller Graduate School of Management in 2005. She is an active member of the GFOA and the IGFOA (Government Finance Officers Associations) and served as Chair of the IGFOA's Technical Accounting Review Committee for three years.

**Timothy J. Gavin, CPA, Sikich LLP** is a manager at Sikich LLP. Tim provides audit and accounting services for a variety of municipalities, park districts, and other special districts. Mr. Gavin received his Bachelor's Degree in Accounting from North Central College and a Master of Business Administration from Northern Illinois University. His affiliations include Illinois CPA Society, Illinois Government Finance Officers Association, and the Greater Aurora Area Chamber of Commerce Leadership Academy, Class of 2008.

**Lynda Given, Chapman and Cutler LLP**, is a partner in the Public Finance Department. Since joining the firm in 1980, she has concentrated her practice in public finance. She serves as bond counsel to hundreds of units of local government throughout the State of Illinois, and is a frequent speaker on public finance topics. Ms. Given was named a "Super Lawyer" in the Bonds/Government



## IGFOA 2014 Annual Conference Speaker Information, *continued*

Finance section of Illinois Super Lawyers for the years 2007-2012.

Ms. Given is well known for her work as bond counsel to Illinois school districts. She has worked on more than 2,500 financing transactions for Illinois schools, aggregating well in excess of \$2.5 billion. Her experience in school finance is recognized state-wide by her appointment to several prominent positions, including the Illinois Health/Life Safety Code Advisory Committee, the Educational Facilities Subcommittee of the Illinois Building Commission, the Illinois Capital Development Board School Construction Guideline Task Force and the Finance Committee of the Governor's Commission to Revise the Illinois School Code.

Ms. Given also serves as bond counsel to the Forest Preserve District of DuPage County, the Forest Preserve District of Kane County, the McHenry County Conservation District, the Kendall County Forest Preserve District and numerous counties, cities, villages, park districts and other special purpose districts throughout the State of Illinois.

**James E. Glassman, JPMorgan Chase & Co.,** is a Managing Director and Head Economist for the Commercial Bank where he serves the Company's bankers and the Commercial Bank's clients. He also works closely with the firm's chief investment officer, investment banking, and government relations groups. He publishes independent research on the principal forces shaping the economy and financial markets and is a long-standing participant in the widely-followed Federal Reserve Bank of Philadelphia Survey of Professional Forecasters and the National Association of Business Economists panel of macroeconomic forecasters.

From 1979 through 1988, Mr. Glassman served as a senior economist in the Research & Statistics and Monetary Affairs divisions at the Federal Reserve Board in Washington D.C. His responsibilities at the Federal Reserve ranged from analysis and forecasting of inflation and labor market developments, to analysis of the Federal Reserve's operating strategies and interest rate markets, and to development of monetary and reserves projections. He joined Morgan Guaranty in 1988 and Chemical Bank in 1993 that through a combination of mergers became JPMorgan Chase & Co. Mr. Glassman earned a Bachelor Degree from the University of Illinois, Champaign-Urbana, Illinois. Subsequently, he was awarded a Ph.D. in economics from Northwestern University.

**Jeanie Griffin, Chase Paymentech,** as Business Development Director, she engages clients in the government, non-profit and healthcare markets who seek professional assistance with their payment acceptance programs. This role includes the review of pricing methods and

processes, communicating industry specific strategies such as "best practices" and making suggestions for improvements. She also consistently researches new technologies and partners with respective vendors, assisting clients with their payment acceptance requirements.

Ms. Griffin has over 20 years of experience in providing quality services and solutions within the payments industry, human resources and finance fields. Specifically, she has specialized in payment industry solutions for complex card acceptors for over 12 years. In their respective categories she has worked within these specialties; healthcare providers 12 years, government entities three years and non-profit organizations six years. She has been with Chase Paymentech for more than seven years.

Prior to working in the payments industry, Ms. Griffin provided human resource services to healthcare and Fortune 500 organizations including Baxter International, Abbott Laboratories and Motorola. She has served on the Board of SER Jobs for Progress as Treasurer and Fund Raising Chairman, as well as a counselor and Fund Raising Chairman for Junior Achievement. She is currently a member of the Hospital Financial Management Association, Government Financial Officers Association, National Association of Professional Women and the Women's Network in Electronic Transactions.

**Susan Griffin, Village of Lake Bluff,** has been the Finance Director since 1992 and previously worked as the Finance Director in the Village of Lake Zurich and the Accountant for the City of Lake Forest. She participates on the collective bargaining teams in Lake Bluff for negotiations with the FOP, IUOE 150, and ICOP unions. As Finance Director in a small community, her responsibilities include all aspects of the financial operations as well as technology and benefits administration. Under her management Lake Bluff received its first, and continues to receive the, GFOA Certificate of Achievement in Financial Reporting and GFOA Distinguished Budget Awards.

Ms. Griffin obtained her GFOA Certified Public Finance Officers designation in 2001 as a member of the first class to successfully complete the examinations. She received her MBA from the Lake Forest Graduate School of Management and her Bachelor's degree in Accounting from Barat College in Lake Forest. She is a Past President of the Chicago Metro IGFOA and has spoken at IGFOA and GFOA training sessions. She has served as a budget reviewer with GFOA for over 10 years. Ms. Griffin has taught accounting classes at the college level and is currently a member of the YWCA of Lake County Audit Committee.

**Jill Hagan, MB Financial,** is a well-known and respected member of the government banking community, and it's easy to see why. Ms. Hagan has acquired more than 20





## IGFOA 2014 Annual Conference Speaker Information, *continued*

years of industry knowledge and has established strong relationships with local school officials. Her team excels in developing cash management solutions and providing exceptional client service. Ms. Hagan is a member of the Illinois Government Finance Officers Association (IGFOA) and Illinois Association of School Business Officials (IASBO).

**Bill Hannah, Village of North Aurora**, has worked in the field of government finance for almost 20 years. Currently, Mr. Hannah is serving as Finance Director for the Village of North Aurora where he has held that position since 2005. Previously, he was employed with the City of Wheaton for 4 years and the Village of Barrington for 7 years in various capacities government finance and administrative capacities.

Mr. Hannah graduated from Northern Illinois University in De Kalb in 1996 with a Masters in Public Administration. He graduated from Illinois Benedictine College in 1994 with a major in Business Economics. Mr. Hannah has also earned the Certified Public Finance Officer (CPFO) designation from the Government Finance Officers Association of the United States and Canada. Mr. Hannah is an active member of GFOA, IGFOA and other organizations and is a frequent speaker on governmental accounting, revenues, budgeting and other topics and currently serves as chair of IGFOA's Technical Accounting Review Committee. North Aurora during Mr. Hannah's 7 years as Director has received every year both the GFOA Certificate for Excellence in Financial Reporting and GFOA Distinguished Budget Presentation Award. Mr. Hannah has also served as a budget reviewer for GFOA's Distinguished Budget Presentation Award Panel for 15 years and previously served on the Citizens Finance Advisors Board of the St. Charles School District for 7 years.

**John Harrington, Village of Minooka**, joined the Village as the Finance Director in January 2007 and brings over twenty years of accounting experience. Prior to joining the Village, he was the Controller of the Housing Authority of the County of Cook and an audit manager for the accounting firm BDO Seidman, LLP in Chicago. He received a B.S. degree in Accounting from North Central College in Naperville and is a CPA. Mr. Harrington currently serves as a trustee on the Illinois Metropolitan Investment Fund and is on the board of the Grundy County Chamber of Commerce.

**Joyce Janu, Arthur J. Gallagher & Co.**, is responsible for providing services to the Intergovernmental Personnel Benefit Cooperative (IPBC), and the Illinois Fire District Benefit Cooperative assisting members with a range of complex issues and needs. She serves as a service team leader in supervising the service for half of the IPBC members. She also acts as a technical resource to identify clients' needs and issues, making recommendations for product and service solutions. She assists the mem-

bers in communicating the various legislative changes as they occur. Joyce also works with the various vendors to ensure smooth functioning for each of the members.

In her 28+ years in the insurance industry, Ms. Janu has acquired expertise in all areas of employee benefit programs. She joined Gallagher Benefit Services in September, 2010. Prior to coming to GBS, she worked for Hub International and Assurance Agency Limited, both insurance brokerage firms. Her experience in those companies focused on public and private sector business, self-funded and fully insured. Ms. Janu began her group insurance career with Prudential in 1983 as a Group Sales Representative, and became a broker in 1988 to better match clients needs to the appropriate products.

Ms. Janu has a B.S. Degree from Northern Illinois University, DeKalb, Illinois. She is a licensed insurance professional in the State of Illinois, a Former Human Resources Roundtable Co-Chair for the Illinois Technology Association, a Crain's Chicago Business featured speaker, May 2002, a former HIPAA Privacy Officer, Hub International, an Employee Engagement Leadership Trainer, Hub International, and a Dog Adoption Volunteer with the Buddy Foundation.

**Sue Kling Promontory Interfinancial Network, LLC**, is the Regional Director for Promontory and has primary responsibility for network bank membership as well as distribution of the CDARS suite of services in Illinois and Indiana. Her role involves working closely with network member banks and their clients, specifically public entities, school districts, nonprofit associations and commercial depositors. Before joining Promontory in 2002, Ms. Kling held various positions at Kemper Financial Services and later Scudder Investments. She graduated Phi Beta Kappa from Indiana University in 1993 and has a BA in Psychology.

**Jeff Korzenik, Fifth Third Bank**, is chief investment strategist for Fifth Third Bank, where he is responsible for the Bank's overall client investment strategy. A 27-year industry veteran, Mr. Korzenik's background includes research and management roles at some of the country's largest investment firms. He has held positions in London, Chicago, New York and Boston. Korzenik's writings on economics and public policy have been published in The Chicago Tribune, The Boston Globe, Forbes and other periodicals. He has been quoted in major industry publications including Barron's, The Wall Street Journal and Business Week. He is a frequent guest on CNBC's "Closing Bell" program, and has also appeared on Bloomberg, FOX and regional television and radio. Mr. Korzenik was invited to testify on Capitol Hill as an expert witness on the use of commodity indexes by pensions and other institutional investors.



## IGFOA 2014 Annual Conference Speaker Information, *continued*

Mr. Korzenik earned a Bachelor of Arts degree in Economics and a Certificate of Proficiency in Near Eastern Studies from Princeton University in Princeton, N.J. Mr. Korzenik has served on the boards of several charitable organizations that support educational, environmental and cultural quality of life. His involvements have included: President's Leadership Council of the Field Museum, Board of Overseers and Chairman of the Corporate Committee of the Peabody Essex Museum, and Goodman Theatre Board.

**Tom Kuehne, Village of Arlington Heights**, has been the Finance Director/Treasurer for the Village since 2003. He was previously the Finance Director/Treasurer for the Villages of Addison, IL and LaGrange, IL, and Assistant Finance Director for the Village of Park Forest, IL. Prior to holding these positions he was the Manager of Finance and Accounting for the North Suburban Mass Transit District serving the northern suburbs of Chicago.

Mr. Kuehne received a Bachelor of Arts degree in 1980 and a Masters degree in Public Administration in 1982 both of which were from Northern Illinois University. He also pursued post-graduate coursework in accounting and earned his Certified Public Accountant (CPA) certificate in 1995. He is the past-President of the Illinois Government Finance Officers' Association (IGFOA) and completed two terms on the national Government Finance Officers' Association (GFOA) Committee on Governmental Budgeting and Fiscal Policy. For the past 18 years Mr. Kuehne has been a budget reviewer for the GFOA's Distinguished Budget Presentation Awards program. He serves as an appointed member on the Arlington Heights Firefighters' Pension Fund, and in 2012 Mr. Kuehne was elected by member governing units to serve as an Executive Trustee on the Board of Trustees for the Illinois Municipal Retirement Fund (IMRF).

**Frederick G. Lantz, CPA, Sikich LLP**, is a partner and the Director of Government Services at Sikich LLP. Mr. Lantz is responsible for providing services to Sikich LLP's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting and cash, debt and risk management. Prior to joining Sikich LLP, Mr. Lantz was the Assistant Director for the Technical Services Center of the Government Finance Officers Association of the United States and Canada (GFOA). At GFOA, Mr. Lantz was responsible for managing the Certificate of Achievement for Excellence in Financial Reporting Program; developing and serving as lead instructor for a variety of training courses, and serving as GFOA's liaison to the Governmental Accounting Standards Board. Mr. Lantz has spoken extensively at state GFOA and CPA Society meetings and conferences on a variety of government accounting and financial reporting topics. In addition he has served on GASB's

Task Force that developed the implementation guide for GASB S-43 and S-45 on Other Post Employment Benefits and on the Pension Roundtables that developed the guidance in GASB S-68 on employers accounting for pensions.

Mr. Lantz has an undergraduate degree in accounting from Northern Illinois University in DeKalb, Illinois. He is a member of the Illinois CPA Society, the Illinois Government Finance Officers Association, serving on the Technical Accounting Review Committee; the Government Finance Officers Association serving on the Special Review Committee for the Certificate of Achievement for Excellence in Financial Reporting Program; the American Institute of Certified Public Accountants, the National Association of College and University Business Officers, the Central Area Central Association of College and University Business Officers (CACUBO), and the Community College Business Officers (CCBO).

**Joe McCoy, Illinois Municipal League**, Legislative Director, has been with the League since 1999. His focus is on labor, insurance, revenue, personnel, and pension issues that come before the General Assembly. He also coordinates content for the legislative website, pension policy page, social media communications, and all publications generated by the Legislative Department.

Mr. McCoy works closely with the IML Managers' Committee and represents municipal interests before the Illinois Department of Insurance's Pension Services Advisory Committee. He is originally from Oak Lawn and holds a Masters Degree in Public Policy.

**William D McCarty II, City of Springfield**, became Director of Budget and Management (OBM) on May 2, 2011. As Director of OBM, Director McCarty is responsible for overseeing accounting, budgeting, payroll, purchasing, facilities maintenance and the newly created division of fleet management. From October 2007 through May 2011, Director McCarty was Chief Financial Officer, Bureau of Property Management for the State of Illinois Central Management Services. From April 2005 through April 2009, Director McCarty served as Village President (Mayor) of Williamsville, Illinois. Prior to becoming Mayor, he spent three years as a Village Trustee in Williamsville.

Director McCarty received an undergraduate degree in business administration, Finance Cum Laude from the University of Notre Dame and holds a master's degree in public administration for the University of Illinois – Springfield.

**Laura Mishlove, JPMorgan Chase**, is a CPA, graduated from Indiana University with a B.S. degree in Accounting. Ms. Mishlove has 30 years of financial services experience; twelve of those years with JPMorgan Chase.



## IGFOA 2014 Annual Conference Speaker Information, *continued*

She began her career at JPMorgan Chase as the Midwest Middle Market CFO and then moved into the Government, Not-for-Profit team as a Relationship Manager, concentrating in the municipal sector. Ms. Mishlove works primarily with local school districts and municipalities.

**Mary O'Connor, ASA, Sikich LLP**, has worked exclusively in the field of valuation since 1979. She specializes in business valuation and the appraisal of tangible and intangible assets for litigation with special focus in healthcare, intangible assets in property tax appeal, securities, subrogation, and insurance matters. She also possesses extensive experience with fairness and solvency opinions. Mary has provided valuations to a wide variety of public and private clients in a range of industries including healthcare, senior living, technology, financial services, automotive, hospitality/gaming, manufacturing, natural resources, retail, utilities, waste management/recycling, and real estate development. Mary has provided litigation consulting and expert witness testimony to Federal, State and local jurisdictions including US Tax Court and Property Tax Appeals Boards) nationally and internationally in cases related to business valuation, lost profits damage analysis, diminution of business value, shareholder dispute, intangible assets in property assessment, breach of contract, fraud, estate taxation, marital dissolution, sale/leaseback, subrogation, ability to pay, insurance defense, condemnation, and bankruptcy matters for both Plaintiffs and defendants. She is experienced in melding the skills of investigative accounting, valuation, economic analysis, fraud analysis, and forensic technology in cases of all sizes. She has been called as an expert in large cases related to the 9/11 attack. She has provided business valuations for diverse assets including the Polish Stock Exchange and the Chicago Bears.

Ms. O'Connor received a Bachelor of Arts Degree from the University of Illinois at Urbana – Champaign and a Master of Business Administration in Finance from Georgia State University. Her professional affiliations and leadership positions include; American Society of Appraisers, Member, Board of Governors, 2009-2013; Chicago Chapter President, 2005; Royal Institution of Chartered Surveyors, Member; Business Valuation Association of Chicago, President, 2004; Association of Certified Fraud Examiners (ACFE); Illinois Association of Defense Trial Counsel (IDC); National Association of Subrogation Professionals (NASP); Institute for Professionals in Taxation (IPT); Illinois Government Finance Officers Association (IGFOA); Healthcare Financial Management Association (HFMA); Real Estate Investment Association (REIA); American College of Forensic Examiners (ACFEI); and CFA Society of Chicago.

**Dan M. Parker, Gallagher Benefit Services, Inc.**, Senior Benefit Consultant provides benefits evaluation, support and services to existing clients and generates sales

through additional services and the growth of existing client relationships. He operates in a consultative role, assisting clients with a range of benefit issues and needs. He also acts as a technical resource to identify existing client's needs and issues making recommendations for product and service solutions. Mr. Parker joined Gallagher Benefit Services, Inc. in May of 2002, working his first two years as a Senior Client Representative. He has carrier, third-party administrator and brokerage experience, including positions at American Administrative Group (1995–1998), New England Financial (*now Great West Life*, 1998–2000) and JMB Insurance Agency (2000–2002). His responsibilities include oversight of client plan changes, vendor management, new client implementations, coverage marketings, and employee meeting benefits presentations.

Mr. Parker graduated from the University of Illinois at Chicago in 1991 with a Bachelor's degree in Psychology. He also holds a Master's degree in Sociology from DePaul University in Chicago. He has maintained his State of Illinois Producer's License for Life, Accident and Health since 2002.

**Traci Pleckham, Village of Plainfield**, has been the Director of Management Services for the Village of Plainfield since 2006. She previously served over four years as the Finance Director for the United City of Yorkville. Prior to joining the public sector, she spent 10 years with Harris Bank in the not-for-profit custodial, pension, and trust investment services.

Ms. Pleckham received her undergraduate degree in Finance from Illinois State University and her MBA from DePaul University. She currently serves as Chairman for the Southwest Agency for Health Management, a sub-pool of the Intergovernmental Personnel Benefit Cooperative (IPBC) and on the Finance and Operations Committee for IPBC.

**Mike Riffel, Plante Moran**, is currently a Senior Manager with Plante Moran's Information Technology Consulting group in downtown Chicago. He has nine years of experience in assisting the public sector through the information technology assessment, enterprise system selection and technology implementation management process. Mike has facilitated the RFP development, proposal analysis and system selection process for dozens of public sector organizations throughout the United States and has extensive knowledge of the functionality provided by public sector focused enterprise solutions. In addition, Mike is well versed in conducting information technology assessments as well as working in technology implementation advisory roles, reviewing integrator deliverables and assisting in the design of a post implementation support structure. Mike's most recent enterprise information technology assessment, organizational assessment and





## IGFOA 2014 Annual Conference Speaker Information, *continued*

technology selection projects include the City-Parish of Baton Rouge, LA; Broward County, FL; Hampton Roads Sanitation District, VA; Marin County, CA; Corpus Christi, TX; Woodridge, IL and Elk Grove Village, IL among others.

Mr. Riffel has been published numerous times on topics ranging from alternative service delivery models to mitigating information technology project risk to recent enterprise resource planning (ERP) market changes. Mike has a Masters Degree in Public Policy Analysis and Administration (MPA) from Michigan State University and is a member of the Pi Alpha Alpha National Honor Society for Public Affairs and Administration.

**Courtney E. Rios, PMA Financial Network**, Vice President/Senior Relationship Officer, joined PMA Financial in January 1996 as a portfolio advisor and was responsible for cash flow management, investment planning and execution, bond proceeds management and arbitrage rebate services. Currently, Ms. Rios leads a team of Portfolio Advisors, for the firms' municipal clientele, and is responsible for relationship management and product marketing.

Ms. Rios received her Bachelor of Science degree in Finance and also her Masters of Business Administration degree from Northern Illinois University. She holds her Series 7 and 63 securities licenses. She is an active member of the Illinois Government Finance Officers Association (IGFOA), Government Finance Officers Association (GFOA), Illinois Association of Park Districts (IAPD) as well as Illinois Library Association (ILA).

**Richard Schnuer, City of Champaign**, is the Finance Director and leads the Finance Department in providing the full range of municipal financial services including financial planning and budgeting; financial operations; investments; debt management; financial reporting; and records management. The Finance Department also provides financial analysis to the City Council and staff on economic and community development issues. Mr. Schnuer is the Treasurer of the Champaign Firefighters Pension Fund and a member of the Fund's Board of Trustees. He also serves as Co-chair of the City's Capital Improvements Review Team, which develops the City's Capital Improvements Plan.

Mr. Schnuer has a Masters of Business Administration Degree with a Concentration in Public Management, University of Chicago Booth School of Business, 1979 and a Bachelor of Arts Degree, Tufts University, 1975. Mr. Schnuer has been the Finance Director for the City of Champaign from 1985 to present. Prior to that he was the City Administrator, City of Geneseo, Geneseo, Illinois, 1983 to 1985, Assistant City Administrator and Director of Community Development, Takoma Park, Maryland, 1982 to 1983, Presidential Management Intern and Budget Analyst, U.S. Department of Labor, Washington

D.C. 1979 to 1982, Governor's Fellow, Illinois Bureau of the Budget, Summer 1978, and Program Director, Medford Community Center, Medford, Massachusetts, 1976-1977. Mr. Schnuer is a past President of the Illinois Government Finance Officers Association and is currently a member of the Committee on Retirement and Benefits Administration of the Governmental Finance Officers Association of the U.S. and Canada. He makes frequent presentations to state, national, and international audiences, and has authored articles for professional publications.

**Todd C. Sholeen, FirstMerit Bank**, is Vice President, Government Banking Group, at FirstMerit Bank and is responsible for the government market in Illinois with over 30 years of banking experience. He joined FirstMerit after 6 years with Charter One Bank and 23 years with LaSalle Bank. Mr. Sholeen is a member of the IGFOA where he currently serves on the IGFOA Professional Education Committee and is a member of IASBO where he serves on the Cash Management Debt Service Committee. He also serves locally on the Plan Commission for the Village of Barrington. Mr. Sholeen graduated from Principia College with a bachelor's degree in English and he received his Masters in Accounting at DePaul University.

**Gary L. Szott, CPA, CPFO, Village of Bloomingdale**, is the Finance Director/Treasurer for the Village having held this position since May of 1991. Prior to this, he held the Assistant Finance Director position for the City of Wheaton after working in various other capacities for Wheaton since 1985. He is a Certified Public Accountant, a Certified Public Finance Officer and holds a Bachelors Degree in Accounting from Rockford College, Rockford, IL. As the Finance Director/Treasurer for the Village of Bloomingdale, Mr. Szott is responsible for directing and supervising the accounting, financial reporting and internal controls, treasury (cash management and investments), budgeting, payroll, accounts payable, accounts receivable, cashiering, utility billing, debt management and finance related IT functions and is supported by a staff of eight individuals. The Village of Bloomingdale has a fiscal year 2013/14 budget of \$33.41 million, its investment portfolio approximately \$25 million (excluding the Police Pension Fund) and it has approximately 148 full, part-time and seasonal employees. Under the guidance of Mr. Szott, the Village of Bloomingdale has received the Government Finance Officers' Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the past twenty three consecutive years and the GFOA's Distinguished Budget Presentation Award for the first time with the first time submittal of its fiscal year 2013/14 annual budget.

Mr. Szott is a member of the American Institute of Certified Public Accountants (AICPA), the Illinois Society of Certified Public Accountants (ILCPAS), the Government Finance Officers Association of United States and Canada



## IGFOA 2014 Annual Conference Speaker Information, *continued*

(GFOA) and the Illinois Government Finance Officers Association (IGFOA). He is a member and Treasurer of the Illinois Metropolitan Investment Fund's (IMET) Board of Trustees representing the DuPage Mayors and Managers Conference (DMMC) and is a member of the Intergovernmental Personnel Benefit Cooperative's (IPBC) Finance and Operations Committee. He has served as Chair and Treasurer of the Intergovernmental Risk Management Agency (IRMA) and has also served as Chair and committee member of its Finance and Administration Committee. He is a Past President of IGFOA and has served IGFOA in a number of various other capacities including team leader for the IGFOA's Career Development Revenue team. Mr. Szott has been a speaker and made presentations for IGFOA, the Illinois Municipal League and the DMMC at various seminars and conferences.

**Marc Thorson, Village of Glendale Heights**, is responsible for information technology (IT) strategy and policies, network administration, and data security for the Village and is the President of GMIS Illinois. GMIS Illinois is the Illinois Chapter of Government Management of Information Sciences International, which is a volunteer organization of public sector IT professionals dedicated to providing a forum for information exchange and training. Mr. Thorson has worked in the public sector technology field for over 18 years. His experience has led him to become a fervent advocate of "Heads-Up IT," which is a concept encouraging IT professionals to look outside their technology silo in an effort to expand their knowledge of other business unit processes with the goal of providing the best possible service to their organization.

Mr. Thorson has a Master of Business Administration from Northern Illinois University with a focus on Management of Information Services and Marketing. He is the Glendale Heights contact for the Multi-State Information Sharing and Analysis Center for Information Security. He is also a member of the Chicago Chapter of Information Systems Audit and Control Association.

**Thomas J. Tropp, Arthur J. Gallagher & Co.**, is Vice President of Corporate Ethics and Sustainability for Arthur J. Gallagher & Co., reporting directly to Chairman and Chief Executive Officer J. Patrick Gallagher, Jr. In this role, he spends much of his time traveling to Gallagher offices around the world, speaking and listening to Gallagher employees regarding the values of the company and the role of ethics in business. Over the last four years, he has addressed more than 12,000 of the company's 14,000 employees in small group settings. He also gives presentations to industry and professional groups on the importance of an ethical culture and Corporate Social Responsibility.

Mr. Tropp joined Gallagher in 2007 through the acquisition of Tropp & Company, Inc., a private, Chicago-based international insurance brokerage firm of which he was President and Founder. In 2003, while continuing to operate his brokerage firm, Mr. Tropp began to pursue a Master of Arts in Philosophical and Theological Ethics at the University of Chicago, completing that degree in 2007. He continues research into the grounding of corporate ethics in philosophical and theological traditions. He has also served as an Adjunct Lecturer in Philosophy at Lake Forest College in Illinois. Mr. Tropp is Past President of the Independent Insurance Agents of Illinois. He has also served on numerous insurance company Advisory Boards, is a Past President of the Chicago Board of Underwriters, and has been a popular speaker at Insurance Industry events.

**Benjamin Wilson, North Central Illinois Council of Governments**, is the Community Development Director at NCICG, a full service Regional Planning Agency providing professional services with recognizable quality to the planning, community, and economic development industries. NCICG's approach helps local officials improve and strengthen their communities. NCICG was founded in 1979 to provide an array of support services to local governments. Since 2000, NCICG has received grants of more than \$46M over 150 projects in 40 communities. Partnering with federal, state, and municipal governments as well as private businesses, NCICG has improved member communities throughout their region.

Mr. Wilson's expertise encompasses a full suite of community and economic development services, including grant writing, downtown revitalization, business attraction and retention, land use planning, and natural hazard mitigation planning. Since joining NCICG in 2005, he has worked with member communities to improve infrastructure, attract investment, create jobs, and offer a better quality of life for their residents.



**IGFOA Strategic Plan 2014-2016**

**Illinois  
Government  
Finance  
Officers  
Association**

**Learning • Connecting • Progressing**

**Our Mission:** IGFOA promotes excellence in government finance.

**Our Thrusts:** Three Year Priorities

- 1. Deliver training and communication using appropriate technologies.**
- 2. Increase participation in IGFOA and develop future IGFOA leaders.**
- 3. Promote the profession and grow the IGFOA membership.**

**Our 2014-16 Goals:**

- 1. Raise awareness of IGFOA and energize its members.**
- 2. Improve access to information and peer-to-peer communication**
- 3. Plan a mentor program to help orient new members and future leaders.**
- 4. Develop and publish an Annual Training Plan and deliver training to members.**
- 5. Engage and increase participation in all Chapters and Committees**

*Read the complete IGFOA 2014-16 Strategic Action Plan at [www.igfoa.org](http://www.igfoa.org)*



**IGFOA Executive Board and Committee Chairs 2013-2014**

<b>President</b>	Scott Bordui Finance Director, Village of Flossmoor
<b>Vice President</b>	Scott Anderson Director of Finance, Village of Buffalo Grove
<b>Treasurer</b>	Rita Kruse Finance Director, Batavia Park District
<b>Secretary</b>	Stephanie Masson Assistant Finance Director, Village of Park Forest
<b>Member at Large</b>	Christopher Minick Finance Director, City of St. Charles
<b>Member at Large</b>	Brian Caputo Chief Financial Officer and Treasurer, City of Aurora
<b>Member at Large Non-CFO</b>	Linda Dalton Assistant Finance Director, Village of Woodridge
<b>Associate Representative</b>	Jason Perry President, Azavar Audit Solutions, Inc.
<b>Past President</b>	Kim Auchstetter Finance Director/Treasurer, Village of New Lenox
<b>GFOA State Representative</b>	Mary Dankowski Deputy Village Manager/Finance, Village of Park Forest
<b>South Metro Chapter Representative</b>	Barbara Maziarek Finance Director, Village of Palos Park
<b>Downstate Chapter Representative</b>	Gloria Osborn Director of Finance & IS, City of Galesburg
<b>Chicago Metro Chapter Representative</b>	Tim Sloth Director of Finance, Village of Bensenville
<b>Legislative Committee Co-Chairs</b>	William McCarty II Director – Office of Budget and Management, City of Springfield  Michael Mondschain Director of Finance, Village of Wheeling  Mark A Pries MBA, Finance Director/Treasurer, Village of Bradley
<b>Nominating Committee Chair</b>	Kim Auchstetter Finance Director/Treasurer, Village of New Lenox
<b>Partners' Forum Chair</b>	Jason Perry President, Azavar Audit Solutions, Inc.
<b>Professional Education Committee Chair</b>	Rita A Trainor Finance Director, Wheaton Park District
<b>Technical Accounting Review Committee Chair</b>	Bill Hannah Finance Director, Village of North Aurora





## IGFOA Chapters and Networks

Membership in the Illinois GFOA includes affiliation with the chapter(s) of your choice.  
Watch the IGFOA newsletter and individual chapter announcements for dates, locations and topics of chapter meetings.

### Assistants Network

IGFOA sponsors an informal network of professional staff that work in local government finance departments, including but not limited to Assistant Finance Directors, Deputy Finance Directors, Assistant Superintendents of Finance or Business Services, Accounting Managers, Division Managers, Accountants, Analysts, and more. The Assistants Network is coordinated by the Assistants' Representative to the Executive Board with assistance from volunteers within the network. The Assistants Network meets throughout the year on a variety of topics.

#### Assistants Network Leadership 2014

Linda Dalton, Chairperson Village of Woodridge, Accounting Manager

Tanya Billeter, Regional Coordinator City of Galesburg

### Chicago Metropolitan Chapter

The Chicago Metro Chapter boasts over 650 members from the northern Illinois border, as far west as Rockford, Chicago, Cook County, and the ever-expanding collar counties. The chapter hosts an annual golf outing and holiday gathering along with regional lunch meetings.

#### Chicago Metropolitan Chapter Leadership 2014

Tim Sloth, President Village of Bensenville, Director of Finance

Timothy Sexton, Immediate Past President Village of Lombard, Director of Finance

Bradley Wilson, Vice President City of Wood Dale, Finance Director

Nicole Larson, Secretary Village of Vernon Hills, Assistant Finance Director

Jodie Hartman, Treasurer Village of Lake Zurich, Director of Finance

### South Metro Chapter

The South Metro Chapter includes members from Lyons to Joliet to Sauk Village. This chapter meets in even-numbered months and hosts an annual golf outing and holiday gathering, as well as periodic seminars.

#### South Metro Chapter Leadership

Tricia Dubiel, President Bolingbrook Park District, Business Manager

Alana Bates, Vice President Rich Township, Assistant Finance Director

Deborah Freischlag, Secretary Village of Alsip, Finance Director

Erik Brown, Treasurer City of Lockport, Finance Director

Barbara Maziarek, South Metro Chapter Representative Village of Palos Park, Finance Director

Mark A Pries, MBA, Chapter Legislative Chair Village of Bradley, Finance Director/Treasurer

Jill Hagan, Chapter Membership Chair

Kenneth McConaughay, Chapter Social Chair

### Downstate Illinois Chapter

The Downstate Chapter represents IGFOA members outside of the Chicago metropolitan area and reflects the diversity of Illinois from Galena to Carbondale and Quincy to Danville. This chapter hosts regional programs and periodic seminars and conferences.

#### Downstate Illinois Chapter Leadership

Gloria Osborn, President City of Galesburg, Director of Finance & IS

Kathleen Carr, Immediate Past President City of Moline, Finance Director

Eric Dubrowski, Vice President Peoria County, Chief Financial Officer

Caitlin Campbell, Secretary City Of Canton, Comptroller

Linda J Barnes, Financial Reporting Secretary City of Rock Island, Accounting Supervisor

Sandy Evans, Member at large City of direct election by Chicago Metro Chapter in December

, Director of Finance

Molly Talkington, Member at large City of Champaign

Tamara K Ammann, Regional Coordinator City of Collinsville, Director of Finance

Merle A Hollmann, Regional Coordinator City of Mt. Vernon, Finance Director

Curtis Newport, Regional Coordinator Boone County, Treasurer

Carla Paschal, Regional Coordinator Sikich LLP

Debra A Zimmerman, Regional Coordinator Illinois Metropolitan Investment Fund (IMET), Associate Director



## Nominating Committee Report

The election of Executive Board Officers and Members-at-Large will be conducted during the Annual Business Meeting at the IGFOA Annual Conference at the Marriott Bloomington-Normal on September 8th.

IGFOA Nominating Committee Recommended Slate 2014-2015		
Board Position	Recommended Candidate	
President	Scott Anderson, Director of Finance, Village of Buffalo Grove	
Vice President	Rita Kruse, Finance Director, Batavia Park District	
Treasurer	Christopher Minick, Finance Director, City of St. Charles	
Member at Large	Brian Caputo, Chief Financial Officer and Treasurer, City of Aurora	
Member at Large	Melissa Gallagher, Finance Director, City of Rolling Meadows	
Partner Representative	Laura Allen, Executive Director, Illinois Metropolitan Investment Fund (IMET)	non-voting member; year 1
Past President	Scott Bordui, Finance Director, Village of Flossmoor	

Notes about the IGFOA Executive Board Additional Board positions not up for election at 2014 Annual Business Meeting		
Board Position	Recommended Candidate	
Secretary	Stephanie Masson, Assistant Finance Director, Village of Park Forest	elected in 2013 to a two-year term
Member at Large Non-CFO	Linda Dalton, Assistant Finance Director, Village of Woodridge	1st year of two-year term; second term
GFOA State Representative	Mary Dankowski, Deputy Village Manager/Finance, Village of Park Forest	designated by IGFOA President
Downstate Chapter Representative	Gloria Osborn, Director of Finance & IS, City of Galesburg	direct election by Downstate Chapter in 2015 for two-year term
South Metro Chapter Representative	Barbara Maziarek, Finance Director, Village of Palos Park	direct election by South Metro Chapter in December
Chicago Metro Chapter Representative	Timothy Sloth, Director of Finance, Village of Bensenville	direct election by Chicago Metro Chapter in December



# New website offers powerful tools

*Focusing on the members' Knowledge Exchange*

*Excerpted from  
August 2014 "Dispatch"  
newsletter*

Welcome, IGFOA members! Sign in » Not a member? Join the IGFOA »



Search...

Home Membership Education & events Knowledge exchange News Jobline About

A network of more than 900 public and private sector finance professionals



## Become a member

Since 1958, IGFOA has helped public and private sector finance professionals improve their knowledge, skills, and performance. Benefits include:

- Education + training for CPE credit
- Networking and social events
- Peer-to-peer Knowledge Exchange
- Seminars + conferences discounts

Join IGFOA LEARN MORE »

The new IGFOA website is streamlined and easy to use, yet has more easy-to-use features than ever before – including easy-to-access event and education lists and information, ways for members to track CPE credits and manage their member profiles, and more. In this issue, we focus on the powerful member **Knowledge Exchange**.

## Welcome to your online Knowledge Exchange

Of all the features of the new website, the one that is being met with the most enthusiasm is **The Knowledge Exchange**.

This members' only resource facilitates knowledge and document sharing between IGFOA members. All content and materials are contributed by members and available in a searchable on-line forum available 24/7.

Members are encouraged to contribute any non-copyrighted document that may be of use or interest to other members.

### Don't "re-invent the wheel"

Of particular interest are materials that are routinely or periodically used and will save other members the trouble of

"re-inventing the wheel" – as well as materials and sample documents that can be used for training. Examples may include:

- ▶ auditing services requests for proposals
- ▶ investment policies
- ▶ banking services requests for proposals
- ▶ financial policies, and
- ▶ purchasing policies

IGFOA relies on members to provide relevant materials for exchange. Without the ongoing contributions of members, the resource files cannot be kept up-to-date.

Review the documents and materials you have prepared in the past year. Are there any RFPs, policies, ordinances or reports to your board or manager/director that may be of use to another member? Please share these with your fellow members.

Do not assume that any question you have to pose or document you have to share is too basic, simple, complex, common or unusual. All will contribute to our community of government finance officers.

### How can you contribute?

Post and tag content, ask and answer questions, and share documents. The more you participate, the more valuable this resource will become for the entire IGFOA membership.

### All New IGFOA Knowledge Exchange: Members Helping Members

Our document library offers easy access to hundreds of RFPs, policies, studies, presentations, and more. Connect with members on our new discussion forum—ask questions, get answers, share advice, and more.

[Browse the Knowledge Exchange](#)

#### RECENT DOCUMENTS

- Woodridge Monthly Financial Report  
AUG 28, 2014
- Investment Policy  
AUG 28, 2014
- Credit Card Use Policy - Champaign  
AUG 6, 2014
- Village of New Lenox Credit Card Policy-Draft Form  
AUG 6, 2014

[More documents](#)

#### RECENT FORUM TOPICS

- Investment Policy  
AUG 25, 2014, 0 REPLIES
- Credit Card Fees  
AUG 20, 2014, 2 REPLIES
- Monthly Internal Reporting  
AUG 11, 2014, 3 REPLIES
- Employer Costs for Employee Health Care Insurance  
AUG 6, 2014, 0 REPLIES

[More forum topics](#)

## What's a tag?

When you post content to the Knowledge Exchange, you'll be prompted to enter one or more **Tags** that are appropriate to the content.

Tags are descriptive words or phrases entered by users to describe the content they post and to help other users successfully search for what they may be seeking. For instance, adding the tag "FOIA" to content you're posting on fulfilling Freedom of Information Act requests means when someone searches for "FOIA" they will find your content.

**There's more:** Behind the scenes, our new website uses tags to find other users and content likely to match specific interests. This means that if a document and an event are both tagged "auditing services" they will be linked by the system. *This is a simple but powerful way for users to form interest groups.*

Multiple tags can be applied to anything you share. After you've posted your content, explore existing tags to find content that interests you.

## After the 2014 IGFOA Conference:

- ☐ Thank the staff that did not go to the conference for holding down the fort
- ☐ Let your boss know what value you gained from the conference
- ☐ Complete conference evaluation form (watch your email for a link!)
- ☐ Propose a session for 2015 seminar, webinar or conference – submit your ideas at [www.igfoa.org](http://www.igfoa.org)
- ☐ Contribute to the IGFOA Knowledge Exchange by posting a query or sharing documents
- ☐ Share a tip or new idea you picked up at the conference at the Illinois Government Finance Officers Association LinkedIn Group at [www.linkedin.com](http://www.linkedin.com)
- ☐ Sign up for a webinar or seminar at [www.igfoa.org](http://www.igfoa.org)
- ☐ Volunteer to share your experience and broaden your professional network!



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