FINANCE CONFERENCE

MARCH 21-23, 2023 | WALLA WALLA, WA

www.wsaca.org

Tuesday, March 21

1:15 pm - 1:30 pm — Welcome Remarks

1:30 pm - 2:30 pm — **Reporting Reminders and Updates**

Join SAO for a fun filled hour of learning where we will cover a variety of topics. We will start with a discussion cash and investment and fund balance/net position classifications, the differences between the categories and some classification misconceptions. Then we will cover Schedule 06 reporting reminders and BARS codes updates. Finally we will walk through upcoming GASB statements and how they will affect both cash and GAAP governments.

2:30 pm - 2:45 pm — Break

2:45 pm - 3:45 pm — **Hot Topics, Common Findings and SAO Resources to Help**

In this informative session, we'll keep you apprised of the most common audit issues noted in the prior fiscal year. Come listen as we share emerging trends and areas of audit risk. Plus, we will point you to the valuable resources and free services offered by the Center for Government Innovation and share how we're here to help!

3:45 pm - 4:00 pm — Break

4:00pm - 5:00 pm — **Payroll Safeguards: Know Your Internal Control Risks and Rewards**

Organizations spend much of their fraud prevention efforts in cash handling, but the Association of Certified Fraud Examiners reports payroll fraud is nearly as common in the government and public administration industry. Since payroll represents the largest expenditure category for most governments, it's worth your time to evaluate and improve your internal controls over this key financial process. Attend this session to learn about payroll internal control best practices, how to recognize the warning signs and red flags of common fraud schemes and the rewards of developing a strong internal control system and the risks if you don't.

Wednesday, March 22

7:30 am - 8:30 am	Breakfast
8:30 am - 9:30 am	**Cash: You've got it, the bad guys want it! How to minimize ACH fraud** When you think about cash handling internal controls, you might think about your front-line cashiers and how to minimize internal fraud risks. But what about those outside bad actors? You've got cash and they want it! Using Automated Clearing House (ACH) payments eases the administrative burden of processing checks and warrants, but this form of payment comes with its own risks. Are you aware of the internal controls that should be in place to defend against cyber criminals' social engineering schemes to get your cash? Attend this session to learn ACH best practices to help you keep your ACH payments safe and secure.
9:30 am - 10:00 am	Networking Break
10:00 am - 10:50 am	**Introduction to the Washington State Archives** This session will cover all of the different services that State Archives provides and how we can help local government agencies. We will discuss transferring paper records to our branch locations and transferring digital records to the Digital Archives. We will also discuss what happens to their records once they've been transferred to us, including public disclosure responsibilities. We will go over our security microfilm program and our Imaging Services department. And finally, we will discuss the Local Records Grant Program, how it can help agencies, and how to apply.
10:50 am - 11:00 am	Networking Break
11:00 am - 11:50 am	**Basics of Managing Financial Records** This session gives all state and local government employees with responsibility for financial records a quick overview of how to manage the records (electronic and paper) that they create and receive each day.
11:50 am - 1:00 pm	Lunch
1:00 pm - 2:00 pm	**Optimizing the Accounts Payable Function: A Collaborative Discussion** ***(In Person Only Presentation)*** Attendees are encouraged to bring their own stories and examples related to managing accounts payable. These can be success stories, challenges encountered, lessons learned, or best practices that attendees have found particularly effective. By sharing their own experiences, attendees can contribute to a richer and more valuable discussion for all participants. By the end of the session, participants will have a better understanding of the challenges and opportunities associated with managing accounts payable, as well as practical strategies for optimizing their processes and improving efficiency.

2:00 pm - 2:10 pm	Networking Break
2:10 pm - 3:00 pm	**600 Funds Management: A Collaborative Discussion on Best Practices** ***(In Person Only Presentation)*** This roundtable discussion will provide a platform for participants to exchange ideas and experiences related to managing 600 funds. Topics will include financial management, compliance, reporting, and more. Attendees are encouraged to come prepared to share their own experiences, insights, and best practices related to managing 600 funds. By sharing their own stories, attendees can contribute to a richer and more valuable discussion for all participants.
3:00 pm - 3:10 pm	Networking Break
3:10 pm - 4:00 pm	**New Financial Software: Insights for Successful Implementation** Are you exploring new financial software solutions for your organization? Join us for a discussion on how to successfully implement new financial software. We'll explore challenges faced during implementation and best practices for selecting and evaluating software. Be sure to bring your questions and ideas for an interactive discussion.
4:00 pm - 4:10 pm	Networking Break
4:10 pm - 5:00 pm	**Annual Report Reconciliation Process: Tips and Tricks for Audit Preparation** The annual report reconciliation process is a critical step in preparing for an audit, and it requires careful attention to detail and a thorough understanding of accounting principles. This presentation will provide attendees with practical tips and tricks for streamlining the annual report reconciliation process and ensuring audit readiness.
5:00 pm - 6:00 pm	**Connect and Collaborate: A Networking Event** The reception is a chance to network with other professionals in a relaxed setting over refreshments and appetizers. Connect with speakers and experts, exchange ideas, and expand your professional network.
6:00 pm - 7:30 pm	**Gathering Around the Table: An Evening of Connection and Community** Join us for a closing dinner to celebrate the end of a productive and engaging conference. The dinner provides a unique opportunity to connect with other attendees, share insights and experiences, and reflect on the highlights of the conference.

Thursday, March 23

7:30 am - 8:30 am	Breakfast
8:30 am - 9:30 am	**American Rescue Plan: Best Practices for Compliance and Reporting** The session will cover a range of topics, including funding eligibility and requirements, compliance and reporting obligations, best practices for program implementation, and opportunities for collaboration and partnerships. The session will also provide insights into the latest guidance and updates related to the American Rescue Plan.
9:30 am - 9:45 am	Networking Break
9:45 am - 10:45 am	**Lease Reporting: Navigating the Challenges and Opportunities** Attendees will learn from industry experts and peers who have successfully navigated the challenges of lease reporting, as well as best practices and strategies for enhancing compliance and optimizing financial performance. The session will also provide insights into the latest guidance and updates related to lease reporting.
10:45 am - 11:00 am	Networking Break
11:00 am - 12:00 pm	**Networking in Overdrive - *(In Person Only Presentation)*** Join this interactive and engaging event that offers local government finance professionals the opportunity to connect and share their knowledge and experiences with their peers. Instead of having a traditional presenter, the event will be structured around small group discussions, where participants will be assigned to groups and switch every 10 minutes to discuss a new topic.

Agenda modification notice

Please be advised that the conference agenda is subject to change. While we have taken all necessary measures to create a detailed and comprehensive schedule, unforeseen circumstances may arise that require adjustments to be made. We will make every effort to keep participants informed of any changes and ensure that the event continues to offer valuable insights and networking opportunities.

This conference is eligible for Continuing Professional Education (CPE) credits. As a professional development event, this conference provides a valuable opportunity for attendees to enhance their skills and knowledge in their field.

Please note that the exact number of CPE credits that can be earned will depend on your particular field and the requirements of your licensing body. We encourage attendees to check with their licensing organization to confirm the number of credits that can be earned for attending this conference.