

**FINANCIAL MANAGEMENT ADVISORY COMMITTEE MINUTES**  
**March 2, 2011**

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The Financial Management Advisory Committee met on Wednesday, March 2, 2011.  
The following attended:

<u>NAME</u>	<u>DEPARTMENT/DIVISION</u>
Andrea Beck	DESE
Ami Binkley	MODOT
Audrey Cunningham	DOLIR
Brian Dowden	OSCA
Carol Newgaard	SAO
Carol Willhite	DPS
Cindy Dixon	OA – Fleet Management
Cindy Luebbering	DNR
Cyndi Voss	MDC
Danielle Rikard	MGC
Debbie Davis	DIFP – Credit Unions
Dwayne Rasmussen	OA – Accounting
Jayne Masek	DOC
Jennifer Hall	OA - Accounting
Karen Wood	Agriculture
Kemp Shoun	MSHP
Kim Sandbothe	DIFP – Finance
Lenard Lenger	MDOC
Lisa Hueste	MoDOT
Lori Hughes	SOS
Mary Lee Stegeman	Supreme Court
Melissa Wadley	Lottery
Mike Clark	DMH
Mike Hancock	OSCA
Nicole Hackmann	STO
Rebecca Imhoff	DOR
Renee Godsey	DHSS
Robin Burkhart	DESE
Sherry Hess	DIFP – PR
Shirley Gerling	DIFP – Insurance
Stacey Jacobs	STC
Stacy Neal	OA – Accounting
Theresa McDonald	DSS
Tracy Farris	SEMA
Valerie Heet	SOS
Vandee Devore	OA - Accounting

## **Presentations:**

### Mickey Wilson, Legislative Oversight Committee

- ◆ Mickey Wilson provided an update of legislative activity. He noted that fewer bills had been filed than previous years in both the House and Senate to date; and are almost half of those filed two years ago. Mickey noted some of the most popular topics and unusual legislation. Mickey also reported that there has been some interest in un-funded programs and that it is possible Legislative Oversight will survey the agencies this summer asking for a list of programs in statute that have never been funded/or have not been funded in many years. Mickey also noted that the House and Senate are holding re-districting meetings across the state. He closed with encouragement to call him at 526-8120 when there are questions or concerns.

## **Status Reports:**

### OA - Accounting:

- ◆ Stacy Neal reported that there is a budget issue to be resolved before the new IT billing process discussed at the January meeting could be implemented.
- ◆ Dwayne Rasmussen reported that the new expense account form had been revised for comments received from the agencies. The overnight stay column had been expanded to two characters in order for DB (direct bill) to be entered. The mileage columns have a decimal format that cannot be changed.
- ◆ Vandee DeVore reminded the agencies to work with Libbie Farrell on any SAMII organization changes for FY12 that may also affect SAMII HR. Vandee also noted that the Single Audit Corrective Action plans from affected agencies are due March 18.
- ◆ Jennifer Hall reported that United Missouri Bank was holding Visa IntelliLink training. Comments from participants were positive with most noted that the system was user friendly. Visa Information Source will sunset by the end of calendar year 2011. Jennifer also reported that the new Purchasing Card manual was issued in February and that agencies with manuals that differ from OA's should send updated copies to OA for approval. She also reminded the agencies to file cardholder disputes immediately even if working with the vendor to ensure the window for such filing was not missed if resolution with the vendor failed.

### State Treasurer's Office

Nicole Hackmann, Director of Banking:

- ◆ The Check Disbursement contract expires June 30, 2011. The new contract is expected to be awarded by April 1. The contract period will be July 1, 2011 through June 30, 2015. This contractor is the clearing bank for all state issued checks.

### OA – Fleet Management

Cindy Dixon – State Fleet Manager

- ◆ New state vehicle pool locations were opened at Department of Health and Senior Services Wildwood and at the Knipp Building. She also reminded agencies to monitor the cutoff dates for vehicle replacements and submit requests for approval well in advance of the cutoff date.

**Next meeting:** May 4, 2011, 8:30 – 10:00 a.m., Room 500 HST