

FINANCIAL MANAGEMENT ADVISORY COMMITTEE MINUTES

May 2, 2012

The Financial Management Advisory Committee met on Wednesday, May 2, 2012. The following attended:

<u>NAME</u>	<u>DEPARTMENT/DIVISION</u>
Amber Addison	OA
Audrey Cunningham	DOLIR
Carol Newgaard	SAO
Cindy Luebbering	DNR
Crystal Wessing	OA
Cyndi Voss	Conservation
Davin Althoff	DED
Debbie Davis	DIFP – Credit Unions
Dwayne Rasmussen	OA
Herb Conner	OSCA
Jayne Masek	DOC
Jennifer Hall	OA
Jessica Opie	OA
Julie Miller	MVC
Kim Sandbothe	DIFP
Leonard Lenger	DOC
Mike Clark	DMH
Pamela Sandbothe	DESE-VR
Rebecca Imhoff	DOR
Renee Godsey	DHSS
Robin Burkhart	DESE
Russell Rottmann	OSCA
Sarah Clardy	DESE-VR
Sherry Hess	DIFP-PR
Shirley Gerling	DIFP-Insurance
Stacey Jacobs	STC
Stacy Neal	OA
Theresa McDonald	DSS

Presentations:

- ◆ Stacy Neal, Accounting Director, Office of Administration
 - Discussed the draft Statewide Policy on Debt Issuance and Post Issuance Compliance (v3) and asked if anyone had any questions or issues with the document as written. She reiterated that the IRS is taking a more active role with this topic (see 03 07 12 FMAC Minutes). OA Accounting will be designated as the collector of records for this issue. Stacy will give two weeks for comment on the policy and then she will send to the OA Commissioner.
 - She also mentioned your agency may receive a survey regarding the percentage of private use of your facility if you have buildings that are financed with tax exempt bonds. OA is working on identifying which buildings were purchased with tax exempt bonds.
 - Stacy also discussed the statewide master lease contract and that rates are very attractive at this time. Current contract rates are in place through September 30, 2012.
 - She also discussed using the state purchasing card for iTunes for use with iPads, etc. What are other options for purchasing apps without linking to PCard? Internal control issues regarding personal purchases vs. business purchases. Sarah Clardy indicated they are investigating purchasing “credits” in mass from Apple for use on iPads to purchase apps for Vocational Rehabilitation and Disability Determination counselors. OA prefers apps are reimbursed via expense account at this time.
 - Question was raised regarding the annual Memo of Understanding (MOU) and Internal Control Plan. This will now be fiscal year based and should be coming out soon for FY13.
 - Electronic Signature status: has been turned over to OA’s attorney for review.

Status Reports:

OA – ITSD

- ◆ Crystal Wessing will be representing OA-ITSD on FMAC in her newly appointed position as ITSD Director of Financial & Administrative Services.

Other

- ◆ Cyndi Voss stated as the next FMAC Chair she would be interested in hearing any suggestions for future meeting topics or presentations. Cyndi’s contact information is Cyndi.Voss@mdc.mo.gov or (573)522-4115 ext 3352.

Next meeting: July 11, 2012, 8:30 – 10:00 a.m., Room 500 HST