

FINANCIAL MANAGEMENT ADVISORY COMMITTEE MINUTES

July 11, 2012

The Financial Management Advisory Committee met on Wednesday, July 11, 2012.

The following attended:

<u>NAME</u>	<u>DEPARTMENT/DIVISION</u>
Cyndi Voss	Conservation
Melissa Blankenship	Lottery
Jayne Masek	DOC
Davin Althoff	DED
Felicia Hubble	OA
Stacy Neal	OA-Accounting
Pamela Sandbothe	DESE-VR
Carol Newgaard	SAO
Arlene Boessen	AGO
Shirley Gerling	DIFP-Insurance
Cindy Luebbering	DNR
Leonard Lenger	DOC
Marty Drewel	OA-Budget & Planning
Crystal Wessing	OA-ITSD
Jessica Opie	OA
Nicole Hackmann	STO
Mike Hancock	OSCA
Rebecca Imhoff	DOR
Robin Burkhart	DESE
Carol Willhite	DPS
Diane Riddle	DPS
Brent Miller	Hwy Patrol
Debbie Davis	Credit Union
Theresa McDonald	DSS
Sherry Rowden	PR
Kim Sandbothe	DIFP/Finance
Audrey Cunningham	DOLIR

Presentations:

- ◆ Mary Drewel, Asst. Director of Budget, OA Budget & Planning
 - Discussed the handout he provided “Missouri Budget Update - July 2012” (attached).
 - Budget Instructions – somewhat the same; however, Fund Financial Summary (Form 9) must be submitted with October 1 budget submission. When Governor’s Recommendations come out, it must be completed and turned in again so General Assembly has the most up to date information.
 - Training will be provided in August regarding Form 9 if agencies are interested.
 - They will be taking a look at reducing unused appropriation authority on Federal and other funds.
 - “E” designation has been deemed unconstitutional.
 - Review House Bill language to identify language that needs to be updated/changed.
 - ITSD Billing due by October – separate House Bill.
 - Reappropriation is 2-year bill – look at reapprops to see if you really need them; look as early as you can; emphasis to cull down to minimum needed.

Status Reports:

OA – Accounting

- ◆ Stacy Neal discussed the REMI contract – statewide maintenance contract for printers, copiers, etc. (insurance type contract) expired June 30, 2012. Some agencies that have gotten bids on the new contracts show prices have tripled. OA will be sending out a survey to assess the needs to see if they should bid again or pursue other maintenance contracts.
- ◆ State Debt Policy will be posted shortly to Commissioners Website.
- ◆ Travel Policy is not being actively worked on, they realize it is out of date.
- ◆ No decision has been reached regarding iTunes and apps.

OA – Fleet Management

- ◆ Cindy Dixon announced that Wright Express will be in town July 18 at 1:30 p.m. in Roaring River Conference Room on Elm Street.
- ◆ OA Pool – Lewis and Clark State Office Building (another pool location); encourage employees to use compact sedans in pool.
- ◆ Working on rollover contracts to get some 2013 vehicles at 2012 prices.

State Treasurer's Office

- ◆ Nicole Hackmann announced that Central Bank was awarded the electronic services contract.
- ◆ STO are starting to contact agencies to let them know we have a web-based system for ACH receipts. Agencies can voluntarily come on, but eventually state will require all agencies to use the website.
- ◆ Debit cards for income tax refunds through JP Morgan Chase.

OA – ITSD

- ◆ Crystal Wessing announced that they are working on the House Bill with Budget and Planning.

Next meeting: September 5, 2012, 8:30 – 10:00 a.m., Room 500 HST