



April 2005

Volume 27, Number 8

**President's Message,
Melinda Parton**

It is Better to Give Than to Receive

Have you received your membership renewal notice? If not, please contact Beth Pendergrass, Membership Chair, and she will assist you in obtaining your renewal notice. Also, if you want to send your renewal notice to Beth by March 25th, she will mail the renewal to National for you on behalf of the Chapter. Did you know you can renew on-line?

When membership renewal time rolls around, just like any annual renewal notification, there is a tendency to ask are we getting our money's worth from AGA. It is tempting and easy to focus on the tangible benefits or something we can touch, such as continued professional development opportunities offered at a reasonable price or individual monetary rewards the chapter offers at the end of the program year. Personally, it has been the intangible benefits that have influenced me to send in my renewal notice every year since 1987. AGA's networking and leadership opportunities, professional contacts, and lasting friendships with my colleagues is the reason I continue to renew each year. Also, the prestige and influence that AGA has in advancing government accountability makes me proud to be a member of a distinct group of government professionals from all levels of government around the country.

We should not ask what has AGA given to us, but what have we given to AGA. Have you done your part this year reaching out to one of your professional peers to tell them about the benefits of being an AGA member? As we draw near to the end of

this program year and to our final Chapter meeting in May, ask yourself what you have given to AGA this year. I have always been taught to exercise a basic principle, "it is more rewarding to give than to receive."

Speaking of tangible benefits, did you know our chapter is offering several incentives this year when you sponsor a member? For each new member sponsored, you will be entered into a drawing for \$50. If you sponsor at least 2 new members, you will receive a free lunch, and if you sponsor the most new members, you will receive \$100. I would like to challenge each member to sponsor at least one new member or encourage a current member to renew his or her membership. We also have a recruitment incentive for new members. All new members will be entered into a drawing for \$50. At the end of February we had a total of 12 new members. There is still time for us to reach out to others and be included in the incentive drawings, but we all must do our part.

Continued on Page 2

**Chapter Recognition Points YTD
(through March 3, 2004)**

Leadership	4,075
Education	14,000
Certification	10,475
Communication	5,850
Membership	575
Community Service	1,225
Awards	<u>700</u>
Total Points YTD	<u>36,900</u>
Chapter Goal	<u>10,000</u>

CHAPTER MEETING

Thursday, April 7, 2005

11:30 a.m.

Speaker

Bobby Derrick

National AGA President

COST: \$10.00 per member

Make your luncheon reservation online at <http://www.nashvilleaga.org>.

If necessary you may call
(615) 401-7843
by 6:00 p.m. Monday,
April 4, 2005

Look Inside!



April Speaker	2
News From National	3
Mentoring Announcement	6
March CEC Minutes	7
March Chapter Minutes	9
Committee News	10
Mark Your Calendars	13
Chapter Leadership	14

April Speaker

Bobby Derrick, National AGA President



Bobby A. Derrick, CGFM, has worked for the federal government for 32 years and is currently Director of Administrative Services and Corporate Resources Support Services Customer Advocate for the Defense Finance and Accounting Service (DFAS).

Mr. Derrick has an extensive resume including several directorships for DFAS, such as Director for Independent Acceptance Testing; Director of Business Improvement through E-commerce; Director of Plans and Management; Director of Accounting Systems Directorate; Director of Field Management and Consolidation Directorate; etc. Mr. Derrick also held a position as the Financial and Accounting Systems Integration Directorate for the U.S. Army Finance Accounting Center.

Mr. Derrick has also held various positions with both National AGA and the Indianapolis Chapter of AGA. For National AGA, he served as the Senior Vice President for Regional Services;

National Executive Committee; Regional Vice President for the North Central Region (twice); National Nominating Committee (twice); Chair for the 1999-00 AGA National Awards Committee; and Vice-Chair for the AGA National Awards Committee. As for the

Indianapolis Chapter, Mr. Derrick served two terms on the Board of Directors; Chapter President; Chair for the Committee/Task Force to Establish new Central Indiana State and Local Government Chapter; Chair of the Committee to Establish the new Quad Cities (Illinois/Iowa) Chapter; Newsletter Editor; Publicity Committee Chair; Nominating Committee Chair; and Chapter Photographer.

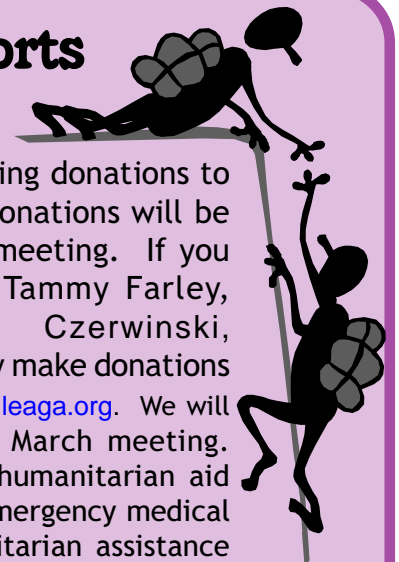
Mr. Derrick's hobbies include babysitting for his three grandchildren, reading, gardening, and continuing education. Mr. Derrick is also a professional photographer.

President's Message *Continued from Page 1*

Sponsoring a member does not end our responsibilities to our new members. We must encourage, nurture, and help them experience both the tangible and intangible benefits of being a member. Under the leadership and direction of Randy Kinnersley, Early Careers Chair, the CEC approved in March an Early Careers and New Member Mentoring Program. Read further in our newsletter to learn more about this program and what you can do to help. I hope each of you will give back what you have received from AGA and experience the reward of sponsoring and mentoring an early career or new member.

Hope to see each of you at our Chapter Meeting, April 7th.

Tsunami Relief Efforts



The Nashville Chapter of AGA will be accepting donations to aid in the Tsunami disaster relief efforts. Donations will be accepted until our March Monthly Chapter meeting. If you would like to donate, you may contact Tammy Farley, Tammy.Farley@state.tn.us or Amy Czerwinski, Amy.Czerwinski@state.tn.us. Additionally, you may make donations through PayPal on our website at www.nashvilleaga.org. We will issue a single check to AmeriCares after the March meeting. AmeriCares is a nonprofit disaster relief and humanitarian aid organization providing immediate response to emergency medical needs, as well as supporting long-term humanitarian assistance programs, for all people around the world, irrespective of race, creed or political persuasion. AmeriCares solicits donations of medicines, medical supplies and other relief materials from U.S. and international manufacturers, and delivers them quickly and efficiently to indigenous health care and welfare professionals around the world. For more information on this organization, please visit www.americares.org.

News From National

OMB Pushes Measurement of Contract Costs, Performance

Government contracts are about to involve a lot more math. In the next few weeks, OMB is expected to publish a proposed rule in the Federal Register that will specify when agencies are required to use earned value management, a method of checking performance against expectations and cost. The federal acquisition world has given the method increased attention lately, largely because OMB has been focusing on performance measures in contracts. The proposed rule, which will include a 60-day comment period, will standardize the earned value management process, according to an OMB official. Agencies are currently required to use earned value management in large contracts for developmental projects, and OMB rates how well they use the tool in the President's Management Agenda score card. —Kimberly Palmer, *Government Executive*. To view the entire article, visit <http://www.govexec.com/dailyfed/0305/031405k1.htm>

Push is on to Require Finance Education in High Schools

Hoping to stem the future tide of overwhelming credit card debt, personal bankruptcies and foreclosures, seven states are now requiring high school students take a personal finance class, the Associated Press reported. A survey by the National Council on Economic Education found that the seven states require the basic finance course as a prerequisite for graduation, which is up from four states in 2002. The seven states are Alabama, Georgia, Idaho, Illinois, Kentucky, New York and Utah. "There is more good economic and financial education being offered in schools than ever," said Robert Duvall, president of the national council, which released its findings during an economic literacy summit. "But as a subject area, it continues to be marginalized as an add-on in an already crowded curriculum. We need to keep pushing to make it part of the core." Without this foundation of finance education offered early, young adults often find themselves with more than just a checkbook that won't balance. Lack of understanding can lead to bankruptcies, home foreclosures and financial stresses that divide families, experts say. —*AccountingWEB*. To view the entire article visit

<http://www.accountingweb.com/cgi-bin/item.cgi?id=100659&d=815&h=817&f=816&dateformat=%25B%20%25e,%20%25Y>

Member-Get-A-Member Challenge Ignites Competition!

Marion Demer, of the Idaho Centennial Chapter, continues to hold the Top Recruiter position along with **Nancy Zmyslinski, CGFM**, of the Greater Columbus Chapter, both with 19 recruits! **James Nellegar**, of the New York Capital Chapter, follows close behind with 14 recruits.

These members are not alone in recruiting new members into AGA. Since May 1, 2004, 312 other members have helped to recruit 540 new members into AGA (May 1st was the start of the 2004-2005 membership challenge)! Many of these members are well on their way to earning AGA Dollars and getting a chance at winning some fantastic prizes.

What are AGA Dollars and how do they work? Once you have recruited two new members, you start earning 5 AGA Dollars for each new member that joins. Recruit 2 members, earn 10 AGA Dollars, recruit 20 members, earn 100 AGA Dollars and so on...AGA dollars can be used for a variety of AGA products, such as national conference registrations, AGA merchandise—even toward your membership dues!

But wait, there's more prizes...the three members who recruit the most new members each receive a complimentary AGA meeting registration! Same goes for one chapter from each chapter size group that achieves the highest overall growth. Remember, recruitment is a 24x7 job and we are all walking spokespersons for AGA! Lets all *spring* into action and recruit new members!

AGA Members: Don't Let Your Member Benefits Lapse! Renew Your Membership Today!

The March 31 renewal deadline is swiftly approaching. Don't miss out on great benefits like the *Journal of Government Financial Management*, peer networking, and continuing professional education opportunities. Renew your AGA membership by sending in your renewal invoice with payment or by visiting <http://members.agacgfm.org/source/security/member-logon.cfm?CFID=9146&CFTOKEN=25122217> to go to the Members Only section of the AGA website. Login using your membership ID number and password and press the 'billing' button at the top right hand corner of the screen. While you are logged in, please take a moment to review your membership information and update any incorrect items. If you have any questions regarding your AGA membership renewal or any of your benefits please contact the AGA Customer Satisfaction Center at 800.AGA.7211.



Spring Social

Members reserve your tickets for the Spring Social, TPAC's

Chicago

The performance is May 5, 2005 from 7:00 p.m. to 10:00 p.m.

To make a request, please e-mail Brian Derrick at brian.derrick@state.tn.us and please specify whether you want one or two tickets.



3 Ways to Make a Luncheon Reservation

1. **Standing Reservation** (automatic reservation each month, will still need to cancel if unable to attend) To update or make a standing reservation or to see if you have a standing reservation, go to <http://www.nashvilleaga.org/reserv.html>
2. For **Reservation On-line** go to the Nashville Area Chapter website at <http://www.nashvilleaga.org/reserv.html>.

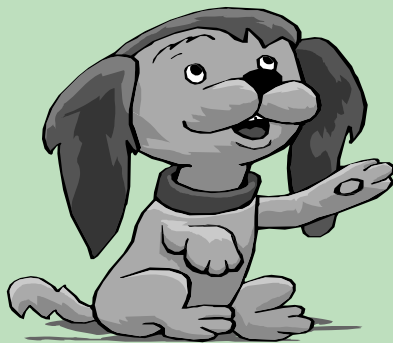
PLEASE NOTE: Any on-line reservation made after the deadline, 6 pm the Monday before the meeting, will NOT be accepted.

3. For **Reservations** or **Cancellations** by Phone or E-mail contact Kevin Huffman at (615) 401-7843 or Kevin.Huffman@state.tn.us.

Cancellations – Made NO LATER than 6 pm on the Monday before the luncheon. A member may send someone in their place to the luncheon. If none of the above occurs, then the member must pay \$10.



Prevention of Unwanted Pets



During March, the Nashville AGA Chapter is sponsoring a drive for P. U. P., a small, nonprofit, all volunteer group formed in 1991 to help with the cost of spaying/neutering companion pets. Their goal is to prevent unwanted litters of pets that may end up being “dumped” or destroyed because there simply are not enough homes for all of them.

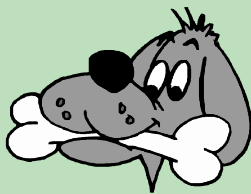


What They Do

P.U.P. will pay part of the veterinarian fee for spraying/neutering an individual's cat or dog. Income must qualify for this assistance. Their web site helps place a cat or dog that needs a new home.

How Can You Help P. U. P.?

By donating doghouses, pet food, cat litter, and money. Monetary donations are tax deductible.



Please make all checks payable to AGA and reference “PUP” on the checks. Your donations can be taken to approved drop sites.

Contact TammyThompson by phone at 615-747-5219 or e-mail her at Tammy.Thompson@state.tn.us. You can also bring donations to the March 2005 chapter meeting.

Mentoring Program Approved



The CEC approved a mentoring program at its March meeting. The plan is to identify mentors and mentees this spring. The membership and early careers committees will then match a mentor with a mentee for the 2005-2006 AGA year. The objective of the program is: **To help early career and new members feel a part of AGA and receive a tangible benefit from their membership.**

A mentor is: 1) a friend, 2) a person to ask questions, 3) a person with whom to discuss potential career options, and 4) a starting point for networking in AGA. To serve as a mentor a person must 1) be an AGA member with five years or more in government, 2) hold a professional designation (such as CGFM, CPA, CIA, CFE, CISA), and 3) hold a position above entry level with some supervisory experience.

The requirements of a mentor are to: 1) contact the mentee at least once a month (October – May), 2) attend an AGA noon luncheon with your mentee, 3) buy one lunch away from AGA and work for your mentee, and 4) respond to questions from the mentee. Suggested activities for the mentor are: 1) have the mentee visit your work site (office) and 2) visit the mentee at his or her work site (office).

The target group for the mentoring program is AGA members with three years or less of government experience. Tentatively, an orientation to introduce the mentor and mentee to each other and to discuss the expectations of both participants is planned. Your participation is needed to make this program a success! Web-based forms to allow mentors and mentees to submit information are being developed, and will also be available in the April newsletter. The information from these forms will help the committees match the mentors and mentees. We are looking forward to a great new opportunity for AGA members!



CGFM CPE Requirements

Have you renewed your CGFM and/or AGA membership this year? The annual invoices went out in February and are due by March 31, 2005. If you have not submitted your payment, please be sure to mail a check, fax your credit card information or pay online (www.agacgfm.org) as soon as possible.

If you are a CGFM holder, paying the renewal fee is not the only requirement of keeping your designation active. In fact, you cannot renew the CGFM unless you are compliant with the CGFM Continuing Professional Education (CPE) requirement of earning at least 80 CPE hours in your last two-year CPE cycle, with at least 20 hours in each year.

Your two-year CGFM CPE cycle depends on the year your CGFM was awarded: if you have earned your CGFM in 1996, 1998, 2000 or 2002, your last two-year CPE cycle just ended on December 31, 2004. If you do not have 80 CPEs in 2003-2004, you can catch up during the grace period of January 1-March 31, 2005. Any hours completed towards a deficiency in one CPE cycle may not be counted towards the next cycle.

If you have earned your CGFM in 1994, 1995, 1997, 1999, 2001 or 2003, your current CPE cycle is 2004-2005 and you should have earned a minimum of 20 CPE hours in 2004 and will need to complete 80 CPE hours by the end of this year.

Individuals who have not met the CPE requirement need to contact AGA's CGFM office at 1.800.AGA.7211 ext. 313.

Not all CPEs can count towards the CGFM designation. The hours earned must be in government financial management topics or related technical subjects applicable to government financial management areas. CPEs must contribute to the CGFM's professional proficiency in government financial management, and you need to maintain documentation of the CPE completed (for at least three years). This documentation may be requested by AGA if you are selected to be audited; however, CGFM holders should not automatically send information on their CPE hours to AGA at the time of renewal.

For more information on CGFM CPE requirements, please visit AGA website at http://www.agacgfm.org/cgfm/maintain/cpe_requirements.aspx.

March CEC Meeting

Submitted by Penny Austin, Chapter Secretary



The Nashville Chapter's Executive Committee met on Monday, February 28, 2005, in the 11th floor conference room of the Andrew Jackson Building. President Melinda Parton called the meeting to order. Chapter Executive Committee (CEC) members present were Melinda Parton, Dianne McKay, Amy Czerwinski, Penny Austin, Gerry Boaz, Melvin Jones, Beth Pendergrass, Tammy Thompson, Kevin Huffman, Susan Irby, Georganne Martin. Committee chairs present were Brian Derrick and Karen Hale.

Welcome

Melinda Parton welcomed everyone to the meeting.

February CEC Minutes

The February CEC minutes were published in the March newsletter. Georganne Martin made the motion to approve these minutes. It was seconded by Dianne McKay and the motion passed.

Committee Reports

Finance

Melvin Jones reported that he has sent information to the IRS concerning the date that our return was submitted. Based on this information, the penalty for late filing should be removed.

Treasurer

Amy Czerwinski distributed financial statements for the prior period. Total net assets at February 28, 2005, were \$39,619.31. Amy commented that the chapter's financial position looks healthy.

Meetings and Attendance

Kevin Huffman distributed a tentative copy of a contract with Nashville City Club for the upcoming program year. Brian Derrick suggested that wording be added regarding the availability and use of audio/video equipment. Other minor changes will be made. Gerry Boaz made the motion that the contract be accepted with the changes noted. Beth Pendergrass seconded the motion and it passed. Tammy Thompson reported that she has ordered ribbons for the name tags and they should be in by the April meeting.

Program

Brian Derrick reported that Mark Gwyn, Director of the Tennessee Bureau of Investigations, will speak at the luncheon on Thursday. Bobby Derrick, AGA National President, will speak at the April luncheon. David Bennett, Southeastern Regional Vice-President, will also be in attendance.

Brian also informed everyone that he will send an e-mail reminding everyone of the upcoming spring social. The deadline to buy tickets will be March 31. Brian will also make an announcement at the luncheon on Thursday.

Education

Karen reported that attendance for the Winter Seminar was 172 on the first day and 176 on the second day. Thirteen individuals have registered for the teleconference on March 2. Karen also stated that she has secured most of the speakers for the Spring Workshop. There will also be a teleconference in May. Karen has not yet received all the information for this event.

Newsletter

Nichole Curtiss was unable to attend but asked Melinda Parton to report that the deadline for submissions for the newsletter is Friday, March 4.

Membership

Beth Pendergrass reported that we have a total of twelve new members for the program year. Three of those members joined in February. Melinda Parton reminded everyone of her challenge to the CEC members to recruit one new member.

Meeting Minutes

CGFM

Gerry Boaz reported that six individuals have signed up for the study session for Exam 2. Five have registered for the Exam 3 study session. He also discussed the push to make March “CGFM Month.” John Morgan and Representative Charles Curtiss have been informed of this initiative. Mr. Morgan will discuss this with Governor Bredesen. Representative Curtiss will begin the proclamation process in the House of Representatives. The CEC also discussed other ways to make state departments aware of the CGFM certification.

Community Service

Tammy Thompson will make an announcement at the luncheon regarding our next community service project - Prevention of Unwanted Pets.

Website

No report.

Early Careers

Beth Pendergrass reported for Randy Kinnersley. She provided the attendees with a handout detailing ideas for the mentoring program. These items were discussed and it was decided that new members should also be included in this program. Beth Pendergrass made a motion to establish the mentoring program. It was seconded by Gerry Boaz and the motion passed.

Awards

Melinda Parton informed everyone that the e-mail regarding the nomination of Mr. William J. Anderson, Jr. for the Robert W. King Memorial Award had been approved by the CEC.

Karen Hale suggested that our chapter consider nominating Tony Turner for the Frank Greathouse Award and Charles Harrison for the Einhorn-Gary Award. After discussion, Beth Pendergrass made the motion to nominate Tony and Charles for these awards. Dianne McKay seconded this motion and it passed.

Dianne McKay suggested that our chapter nominate John Morgan for the Achievement of the Year Award for his work in the area of strategic planning and performance-based budgeting. Penny Austin made a motion to accept this nomination. Georganne Martin seconded the motion and it passed.

Chapter Recognition

No report.

Strategic Plan

Melinda Parton provided everyone with the new brochure for our strategic plan. These brochures will be distributed to the membership. Committee chairs should evaluate our performance based on the indicators in the plan. Melinda discussed the possibility of including these results in an annual report for the chapter.

Recognition of Retirees

Melinda Parton reported for Phil Carr. Phil will make an announcement at the luncheon meeting on Thursday regarding our policy on recognition of retirees. Anyone who knows a member who retired or is retiring between June 30, 2004, and June 30, 2005, should contact Phil.

Melinda Parton adjourned the meeting.



April Fool's Day

It is the ability to take a joke, not make one, that proves you have a sense of humor. ~Max Eastman



Meeting Minutes cont'd.

March Chapter Meeting

Submitted by Penny Austin, Chapter Secretary



The Nashville Area Chapter held its monthly meeting at the Nashville City Club on Thursday, March 3, 2005. President Melinda Parton called the meeting to order and welcomed everyone in attendance. Randy Kinnersley offered the invocation. The minutes of the February Chapter meeting were approved as printed in the March newsletter. Guests were introduced and welcomed.

Brad Truitt introduced the guest speaker, Mark Gwyn, Director of Tennessee Bureau of Investigation. Mr. Gwyn spoke about TBI's history as well as the increasing drug problem in Tennessee.

Randy Kinnersley announced a mentoring program for new members. He asked for volunteers to help with the program and stated he would like it to be implemented by September of this year.

Brian Derrick reminded everyone of the upcoming AGA Spring Social on Thursday, May 5th. The social will be at TPAC's Jackson Hall at 7:30 PM for a showing of Broadway's 'Chicago'.

Tickets are \$25 per ticket, for a member and 1 guest (\$50 for 2 tickets). You can reserve tickets by emailing Brian Derrick at brian.derrick@state.tn.us. Tickets are still available for a limited time.

Tammy Thompson announced that they are accepting donations for PUP's until the end of March 2005.

Phil Carr announced a new retirement recognition policy. This new policy will bring consistency to how retiring members are recognized within the Nashville chapter. He encouraged all of us to let Melinda Parton or himself know by the end of March of any member retiring between July 2004 and June 30, 2005. These members will be honored at the awards meeting in May.

Melinda Parton announced membership is currently at 378, with 12 new members this year. She also mentioned that if you have not received your membership renewal form to contact Beth Pendergrass. She reminded us that we can renew on-line or by mail. In addition, Melinda mentioned the strategic plan brochure. This brochure will be posted on the Internet site.

A door prize was not awarded for the March meeting. Instead, two door prizes will be given away at the April meeting. Ron Anderson provided the answers to the monthly puzzle.

The meeting was adjourned.



Have you or someone you know received an award,
promotion, or certification?

Well...don't keep it to yourself. Let us know about it!! We are proud of our members and would like the opportunity to express our congratulations and make sure you are recognized for your achievements.

Committee News

Awards Committee

Points for the Chapter Service Drawing

The drawing for the 54th Annual Professional Development Conference in Orlando, FL, July 10 – 13, 2005, will be held at the May luncheon meeting. To be eligible for the Chapter Service Drawing, you'll need 20 points. For each point you have earned, you'll receive one chance in the year-end drawing. Good luck!!

This is how to earn points:

Luncheon attendance	2 points
Attending chapter sponsored training	1 point
Sponsor a new member	2 points
Service on a chapter committee	2 points each
AGA community service projects	1 point per hour served (10 pt. max.)
Newsletter article	
(Financial topic)	8 points each
(Nonfinancial topic)	4 points each
Obtaining CGFM certification	8 points upon completion
Attending chapter sponsored social event	2 points
Sponsoring a Luncheon Guest	1 point for each guest (10 pt. max.)

Member of the Year Award

The Awards Committee meets in April to determine the Member of the Year Award. This is usually awarded to the member who has the most points and has participated in the widest variety of activities when the Committee meets. In the event of a tie, the Awards Committee's tie-breaking vote will be final. The prior year's winner and Award Committee members are ineligible for this award.

Points Spreadsheet

Check the Points Spreadsheet on our website monthly to make sure your points are up to date for both the Chapter Drawing and Member of the Year Award. If you find discrepancies, please contact first Donna Duarte at 741-9681 and she will direct you to the Committee Chairperson who will make the corrections. Members of the Awards Committee do not update the spreadsheet.



Free Lunch for Those Passing the CGFM

The CGFM Committee is continuing its program to congratulate those individuals passing the CGFM exams by offering lunch certificates that are good for a free lunch at any AGA luncheon meeting. If you passed the CGFM exams during January 2004 – March 2005 and have not received a lunch certificate, please contact

Gerry Boaz
(Gerry.Boaz@state.tn.us)

CGFM Committee News

The CGFM Committee is excited to announce that the CGFM Exam 2 and 3 Training sessions will be held on March 31, 2005, and on April 28, 2005, respectively, from 8:00-4:30 in the 16th Floor Training Room of the James K. Polk Building. The objective of the training is to provide essential training for those individuals who plan to sit for the CGFM exams with the goal of becoming certified. Please email me regarding your interest in this FREE training. Eight hours of CPE will be awarded. Depending on the amount of interest, the location may need to be moved; however, any change of venue will be conveyed to you in a timely manner. The training sessions will be based on AGA's Exam 2 and 3 study guides.

Also, as indicated several months ago, the CGFM Committee purchased two CGFM Exam 2 and Exam 3 Study guides developed by the National AGA office. These study guides are available for checkout after each training session on a first come first serve basis. **However**, we may give preference to individuals who have already registered to take the exams by September 2005 versus someone who is interested but has not yet registered. If you have any questions, please notify any of the Committee members: Gerry Boaz, Chair; Rebecca Barr, co-chair; Georganne Martin; Ron and Mary Anne Queen; and Jim Harrison.

STUDYING FOR CGFM EXAMINATION 1

by Virginia Brizendine

The first examination (although the exams can be taken in any order) covers the “Governmental Environment.” A CGFM certificate holder should have an in-depth knowledge of the structure and workings of government. This exam focuses on seven areas:

- A. Organization and Structure of Government
- B. Legal and Other Environmental Aspects of Government
- C. Interrelationships Among Planning, Programming, Budgeting, Operations, Accounting, Reporting and Auditing
- D. Governmental Financing Process
- E. Public Accountability
- F. Ethics in Government
- G. Financial Management Responsibilities and Skills

The subjects covered in each of these sections can be found at the AGA website (www.agacgfm.org) on the CGFM tab under “What Do Exams Cover?”, Examination 1.

The first two sections of examination 1 address basic civics information often covered in political science or public administration courses. Those subjects were typically studied sometime ago by most of us and focused on concepts. However, those concepts are reality for someone working in or with government. Studying for this examination should include some reflection on how the concepts behind the structure and operation of government affect actions in the workplace. For example, the responsibility to provide education was not delegated to the Federal government in the U. S Constitution; it was reserved to the states. How does this affect the ways the federal government can influence the actions of education programs in the individual states? How does the state’s control of its political subdivisions affect a local school district’s funding? Most college-level public administration books have information on government structure and the concept of governmental sovereignty.

The management cycle, while also present in the corporate world, can be applied uniquely in governments. Books used for college level management courses can be referred to obtain both a theoretical foundation and practical applications on the processes and interrelationships in the management cycle. Simply using a search engine such as Google and searching on “plan, program, budget, operate, account, report, audit, cycle” will bring up numerous sites where strategic planning documents support the practical usefulness of the cycle and where audit reports document problems that occur when the cycle breaks down.

Governmental Financing Process addresses various ways governments raise revenues: taxes, grants, shared revenues, user fees, debt, etc. The unique revenue sources of special-purpose governments are also addressed in this section. The Government Finance Officers Association has several books that discuss these issues:

- Local Government Finance Concepts and Practices by John E. Peterson and Dennis R. Stachora, eds.
- Tax-exempt Financing: A Primer
- An Elected Officials’ Guide to Debt Issuance by J.B. Kurish and Patricia Tighe
- A Guide for Preparing a Debt Policy

Public administration course books will also have information on other types of financing and often discuss pros and cons of using certain types of financing options.

Many of the topics in the Public Accountability and Government Ethics sections are likewise covered in public administration books. The AGA Code of Ethics is a “must study” for the section of the test (<http://www.agacgfm.org/about/codeofethics.aspx>). Practical ethics application discussions are also encouraged for CGFM candidates. Government employees really do have a private life and the same rights as other citizens. So, what happens if our family owns land next to a proposed government annexation/ purchase that may increase or decrease the value of the land and my government position makes me a part of the decision-making process? What ethical actions are available for me?

The final section deals with management responsibilities and skills. Test preparation should include reviewing the responsibilities and duties of the federal CFOs as set forth in the CFO Act of 1990. The heads of other government financial groups have similar responsibilities. Management Policies in Local Government Finance, GFOA, and Management Control in Nonprofit Organizations by Robert Anthony and David Young, can provide some insight.

The Governmental Accounting Standards Board’s Concept Statement 1 (Objectives of Financial Reporting and Statement 2

Continued on page 12

Continued from page 11

(Service Efforts and Accomplishments Reporting) should be studied, as should the Federal Accounting Standards Advisory Board's SSFAC 1 (Statements of Federal Financial Reporting). Other resources for Examination 1 study can be found on the AGA website. Many of these books are costly at list prices. Local AGA chapters may want to facilitate studying for the exams by purchasing some of these publications. Some books can also be purchased from the used book section of www.amazon.com, www.half.com or used textbook sites. Several of the books should be available at the libraries of colleges or universities with departments of public administration.

AGA offers a comprehensive online course that allows individuals to take the Governmental Environment training when convenient. The cost is \$195; 8 CPE credits are available for the course. Information about the course is available at www.agacgfm.org/cgfm/prepare.

Management Concepts, Inc. provides instructor-led courses on topics covered by the CGFM exam. The Government Environment is Course 5601. Information for this course can also be found on www.agacgfm.org/cgfm/prepare.

Finally, a self-study guide is being prepared for the Governmental Environment exam and is scheduled to be available later this year.

Country Music Marathon:

Lace Up Your Walking Shoes And Volunteer Today



GO VOLUNTEERS!



Who: Leukemia & Lymphoma Society

What: The Country Music Marathon, ½ Marathon, and Fitness Expo.

When: April 26 – 29, Fitness Expo April 30, Marathon and ½ Marathon

Where: Nashville Convention Center, Centennial Park, and the Coliseum

Why: The proceeds from this event benefit the Leukemia & Lymphoma Society. Last year's race raised over \$2 million (net).

The marathon relies on thousands of volunteers each year for its success. Each volunteer receives a volunteer t-shirt, goodie bag, and a ticket to the post-race concert featuring Phil Vassar.

How: To volunteer, contact Jennifer.mcclendon@state.tn.us or volunteer online at www.cmmarathon.com

If you volunteer online, make sure you let Jennifer McClendon (jennifer.mcclendon@state.tn.us) or Tammy Farley (tammy.farley@state.tn.us) know so that you get AGA points.

Mark Your Calendars

Meeting Dates

AGA Nashville Chapter

(All Chapter meetings will be held the First Thursday of the Month, except as noted below)

Thursday, April 7, 2005

Thursday, May 12, 2005

Chapter Executive Committee

All CEC meetings will be held on the Monday before the chapter meeting, except as noted below)

Monday, April 4, 2005

Monday, May 9, 2005

AGA Nashville Chapter Training Information

GASB/Single Audit Update

Sponsored by the Chattanooga Chapter of AGA
April 7-8, 2005

Sherriff's Annex Training Center
Cost is \$125 for one day, \$225 for 2 days

CGFM's receive a 10% Discount

For more information, visit

www.aga.taxpro.net/cpeseminars.htm

AGA 2005 Spring Workshop (16 CPEs)

April 21-22, 2005

Multi-Media Room, WRS TN Tower

Free AGA members

\$25 Non-AGA members (1 day)

\$35 Non-AGA members (2 days)

Questions?

Contact Karen.B.Hale@state.tn.us

Visit www.nashvilleaga.org/training_opportunities.htm for additional information.

Other Professional Organization Training Opportunities

IIA Spring Seminar

Best Practices in Value Added Auditing

April 29, 2005

Lipscomb University Shamblin Theater

8 hours CPE

http://www.theiia.org/chapters/index.cfm?fuseaction=view.public_file&fileid=4271

NASACT Tennessee Training Sessions (in conjunction with the Tennessee Comptroller Division of Audit)

Program Objective: To update participants on new developments in the area of governmental accounting and auditing.

Two day sessions held during April and May 2005 in Chattanooga, Nashville, Morristown, and Jackson, Tennessee. For additional information and registration, please visit

http://www.nasact.org/conferences/conferenceinfo/2005_TN_Training_Seminars.pdf

For additional training opportunities visit www.agacgfm.org/Events/CalendarListing.aspx



Training Opportunities Relevant to the CGFM

Governmental Accounting, Financial Reporting, and Budgeting (Exam 2)

Sponsored by the AGA CGFM Committee

March 31, 2005

Governmental Financial Management and Control (Exam 3)

Sponsored by the AGA CGFM Committee

April 28, 2005

CGFM Exam 1 Study Course – online

AGA website: <http://www.agacgfm.org/cgfm/>

[prepare/onlinecourses.aspx](http://www.agacgfm.org/cgfm/prepare/onlinecourses.aspx)

anytime

The Department of Personnel includes the CGFM certification in the list of certifications eligible for a one-step salary increase. A salary increase *may* be granted to employees of the State of Tennessee if the certification is obtained by passing the exams. To be certain that you qualify for the salary increase, obtain approval from your supervisor and the Department of Personnel *before* sitting for the exams. For specific details see the Department of Personnel Policy #90-031 (10/10/90) amended March 23, 1999.

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Visit the Nashville Area Chapter's web site at <http://www.nashvilleaga.org>.

Also, visit these other AGA sites:

AGA National Site	www.agacgfm.org
Southeastern Region Site	agaservp.tripod.com
Atlanta Chapter	www.mindspring.com/~agaatl/agaga.htm
Central Kentucky Chapter	www.ckyaga.com
Chattanooga Chapter	www.aga.taxpro.net
Columbia Chapter	www.columbiaaga.com
East Tennessee Chapter	www.kornet.org/etaga/