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## VERMONT LEAGUE OF CITIES AND TOWNS

# GOVERNMENTAL ACCOUNTING AND AUDITING SYMPOSIUM

**TUESDAY, JUNE 22, 2010**  
**CAPITOL PLAZA HOTEL AND CONFERENCE CENTER**  
**MONTPELIER, VERMONT**

## VERMONT LEAGUE OF CITIES AND TOWNS



*Serving and  
Strengthening  
Vermont Local  
Governments*

## AND Office of the Vermont State Auditor

IN COOPERATION WITH:

- Vermont Municipal Clerks' and Treasurers' Association
- Vermont Government Finance Officers' Association
- Vermont Association of School Business Officials

PRESENT

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**MONTPELIER, VERMONT**

### DIRECTIONS TO THE CAPITOL PLAZA:

Take Exit 8 off Interstate 89. Exit ramp will merge with Route 2. At second stop light take a left onto Bailey Avenue. At intersection turn right onto State Street. Vermont State House is on your left, Capitol Plaza Hotel is 1/2 block further on the right.

Parking is available behind the Plaza. Pick up a parking permit at the registration table.

*To register online for this workshop, visit [www.vlct.org/eventscalendar/](http://www.vlct.org/eventscalendar/).*

GOVERNMENTAL ACCOUNTING AND AUDITING SYMPOSIUM

- 8:00Registration (Coffee and light breakfast provided)
- 8:30Welcome and Opening Remarks  
William Hall, Senior Financial Consultant, Vermont League of Cities and Towns  
Thomas Salmon, CPA, Vermont State Auditor of Accounts  
Kathryn “Deac” Decarreau, Manager, City of Winooski
- 8:45Fraud and Embezzlement in the Work Place  
Our speakers will share cases of real acts of embezzlement, their causes and effects. Beth Pearce will highlight fraud risk management. Steve Collier will shed light on the criminal and prosecution side of illegal acts, and why in this current environment of shrinking revenues vigilance in monitoring and controlling your workplace environment is paramount. Tom Salmon will discuss a recent case of Vermont embezzlement and the techniques used to move money to private accounts by overriding a weak control environment.  
Elizabeth A. Pearce, Deputy State Treasurer; Steven Collier, General Council, Department of Human Services; Thomas M. Salmon, CPA, State Auditor
- 10:00Break
- 10:15Financial Sustainability and a Resilient System  
The concept of “sustainability” has recently captured the attention of local government leaders across the country. This includes finance officers, as the term “fiscal sustainability” has come to signify practices like directing one-time revenues away from recurring sources of expenditure and taking into account long-term maintenance and operating costs when planning and evaluating capital projects. However, the current recession has taught us that sustainability is a necessary, but insufficient condition to ensure the ongoing financial health of a local government. A sustainable system is balanced, but an external shock can unbalance the system and even collapse it. As such, finance officers must help their organizations go beyond sustainability to a system that is adaptable and regenerative – in a word, resilient. At this session, you will learn the characteristics of a resilient system, be able to compare your own financial process against a resilient system and then map out the development of your own financial planning practices.  
Shayne Kavanagh, Senior Manager of Research, Government Finance Officers Association
- 12:00Lunch
- 1:00Current Topics in Municipal Finance  
Learn about the newest developments in municipal finance, including ARRA bonds, Build America Bonds, taxable and tax-exempt financing, and issuing debt.  
Robert W. Giroux, Executive Director, Vermont Municipal Bond Bank
- 1:50Improving Government Effectiveness  
This session will include an explanation of performance measurement and business process improvement terminology and practice, provide examples of real changes in government, discuss how to foster a process that leads to citizen centric reporting, and provide guidance on how to spot waste in government expenditures.  
June Sweeney, MBA, CPA, CPIM, Senior Auditor, Vermont Auditor’s Office; Tracy D. Gallo, Director for the Division Workforce Development and Wellness, Department of Human Resources, State of Vermont; Albin D. Voegelé, Town Manager, Colchester; John C. Clifford, Consultant, Vermont Auditor’s Office
- 3:30Conclusion and Safe Trip Home

ABOUT THE SPEAKERS

**Steven Collier, General Counsel, Department of Human Resources.** Born and raised in Vermont, Steve received a bachelor’s degree from Colby College and a juris doctorate from the University of Michigan. He began his career as an assistant district attorney in Philadelphia where he prosecuted a variety of claims, focusing on habitual offenders who committed first degree felonies with deadly weapons. Steve entered private practice in Philadelphia in 2001 and returned to Vermont with his family in 2004, where he worked as an assistant attorney general and later for a Burlington firm. He recently returned to state government as general counsel for DHR.

**Tracy D. Gallo, Director for the Division of Workforce Development and Wellness, Department of Human Resources.** Ms. Gallo has more than 20 years of experience in the fields of professional development and worksite wellness. She has worked in higher education, non-profits, health maintenance organizations and state government. She is currently helping Vermont state government and state employees to improve knowledge and effectiveness through personal and professional development at the Summit: Center for State Employee Development. This work includes strategic planning, business process improvement/management, change management, succession planning, and performance measures.

**John C. Gifford.** John has an extensive background in using data analysis to support decision-making. After spending 20 years in the United States Coast Guard maintaining and operating electronic equipment and communications systems, he became a school business manager in Vermont, working in both a supervisory union and single school districts. He also spent two years as Director of Operations for the Canal Winchester School District in Ohio and has consulted for the State Office of the Auditor for comparing operating costs for similar functions between different models of school governance. He has a master’s degree in information systems management from George Washington University.

**Robert W. Giroux, Executive Director, Vermont Municipal Bond Bank.** A resident of Jeffersonville, Vermont, Bob is also Executive Director of the Vermont Educational and Health Buildings Finance Agency. Prior positions include Business Manager for the Lamoille North Supervisory Union School District in Hyde Park, and Program Administrator for Vermont Legal Aid, Inc. in Burlington. He has served as a board member for numerous non-profit organizations. Bob has a BA in business administration and an MS in administration, both from Saint Michael’s College.

**Shayne Kavanagh, Senior Manager of Research, Government Finance Officers Association.** Shayne is the GFOA’s lead researcher on financial planning and dealing with financial distress and is currently assisting the City of San Juan Capistrano (Calif.), Blair County (Pa.), Adams County (Pa.), and Wayne County (Mich.) with financial planning. He wrote the GFOA’s flagship publication, *Financing the Future: Long-term Financial Planning for Local Government*, as well as many other books and magazine articles on financial planning. Prior to joining GFOA, Shayne was Assistant Village Manager for the Village of Palos Park, Ill. He received his MPA from Northern Illinois University.

**Elizabeth A. Pearce, Deputy State Treasurer.** Beth has been with the office of the Vermont State Treasurer since 2003, where she manages banking, accounting, financial reporting, cash management and investments, information technology, pensions and retirement administration, unclaimed property, and risk management functions. Beth has more than 30 years of experience in government finance at both state and local levels. She served as Deputy Treasurer for Cash Management at the Massachusetts State Treasurer’s Office, Deputy Comptroller for Greensburgh, N.Y. and Accounting Manager and Financial Operations Manager for West Hartford, Conn. Her financial reports have received the Certificate of Achievement for Excellence in Financial Reporting by the GFOA. Beth has a bachelor’s degree from the University of New Hampshire. She resides in Barre.

**Thomas M. Salmon, CPA, State Auditor.** A Bellows Falls native, Tom earned a bachelor’s degree in accounting from Boston College and trained in auditing at Coopers and Lybrand (now known as Price Waterhouse Coopers) in Hartford, Conn., and Los Angeles, Calif. He attained CPA status in 1993 and worked with public accounting firms in southern California and later in Vermont. Tom is also a licensed teacher and taught in the inner city of Los Angeles while continuing his accounting work. Since returning to Vermont in 2002, he has worked in both the private and public sectors and served on various community boards. He was first elected selectman and then state auditor in 2006. He was recently honored by the Vermont Society of CPAs as Outstanding CPA in government and received the Community College of Vermont Community Service Award. He is a member of the Certified Fraud Examiners Association. He lives in St. Johnsbury with his wife and children.

**June Sweeney, MBA, CPA, CPIM, Senior Auditor, Vermont Auditor’s Office.** June joined the Office of the State Auditor in 2007. She has nine years of experience in public accounting in firms in Burlington and Essex Junction as well as 10 years of experience in the manufacturing sector where she honed her skills in process development and improvement. She is certified in production and inventory management as well as being a CPA. She earned her bachelor’s degree in accounting from Trinity College and a master’s degree in business administration from Champlain College. She lives in Colchester with her husband.

**Albin D. Voegelé, Town Manager, Colchester.** Mr. Voegelé has served as Colchester Town Manager since 2001. Previously he was the Assistant Town Manager. Prior to his municipal work, Mr. Voegelé worked in the private sector for 28 years and held a number of senior management positions in not-for-profit corporations. He also has a history of entrepreneurship, having developed the first commercial process for recycling polyvinyl chloride plastic for the pipe industry, the first in Vermont to use deionized water to decontaminate clean room utensils as a commercial service, and developed a process to clean and reuse bulk food containers for non-food packaging applications. Mr. Voegelé has also served on the State Board of Education, the Vermont Business Roundtable, the Society of the Plastics Industry Northeast Region, and the National Recycling Coalition. He holds BA and MEd degrees.

CONFERENCE HIGHLIGHTS

Instructors will present sessions in a classroom environment covering:

- Conflict Resolution
- Fund Balance Reporting
- Government Accountability
- Impact of the National Economy
- School/Municipal Finance Oversight Committees
- The New GASB
- VLCT Model Financial Policies

WHO SHOULD ATTEND?

- Finance personnel and treasurers.
- State and local government officials with fiduciary responsibilities.
- Municipal government board members, municipal managers and administrators.
- Financial and compliance auditors for government agencies.
- Independent certified public accountants who perform government audits.
- Anyone who is involved in governmental accounting and financial reporting or performs internal, financial, or compliance audits of state and local governments and related entities.

EARN UP TO 6.5 CPE CREDITS FOR ATTENDING THIS WORKSHOP.

