

YOUR SUCCESS IS OUR SUCCESS

The heart of our agency is our role as a trusted advisor and partner for your organization. We want to explore your needs, challenges, and strengths to find ways to make you more prepared, resilient and productive. We are a trusted resource that can positively impact the success of your organization and ultimately the success of our state.

The logo for LLA (Louisiana Legislative Agency) features the letters 'LLA' in a bold, blue, sans-serif font. A white, curved swoosh underline is positioned beneath the letters.The logo for CLGE (Center for Local Government Excellence) features the letters 'CLGE' in a bold, dark blue, sans-serif font. Below the letters, the full name 'CENTER FOR LOCAL GOVERNMENT EXCELLENCE' is written in a smaller, lighter blue, sans-serif font.

March 13-14, 2024

In-Person and Live-Stream

Louisiana State Police Training Academy
7901 Independence Boulevard, Baton Rouge, Louisiana 70806



About the Center for Local Government Excellence

The Center for Local Government Excellence began in 2015 with the proactive goal of enabling local officials and their staffs to immediately apply the knowledge and skills learned to their respective governments and use that knowledge to make a positive difference for those they serve, which will ultimately improve the services provided by local governments and the quality of local government audits.

More than 5,700 individuals from 2,900 agencies have participated in this training since 2015. Topics focus on real workplace issues and provide solutions that can be evaluated and replicated. Program participants benefit not only from increasing their knowledge, skills, and abilities to enhance career development, but also from opportunities to interact with Legislative Auditor personnel and network with their peers to build a supportive environment.

The Spring 2024 program is jam-packed with our most requested topics, featuring a four-hour session on Thursday that takes a deep dive into purchasing – Public Bid Law, state procurement, and federal procurement – and will answer all of your purchasing questions. Andrée Taylor will provide very practical advice on segregation of duties in small governments and finance departments. Diane Allison will break down compliance with the Local Government Budget Act into ten easy steps. You won't want to miss the sessions on cybersecurity for local governments and human resource laws, and you can even expect to learn how to fix the "jambalaya"!

Registration

CLGE is a **complimentary** training provided by the Louisiana Legislative Auditor. Since the event is live-streamed, participants can attend virtually or in-person in Baton Rouge, whatever best fits the person's schedule and learning style. Click [HERE](#) to register or visit our website at lla.la.gov/clge. Prior to the training, registrants will be provided a link to the live broadcast and course materials will be posted on the [CLGE website](#) when they are available. Questions? Call Liz Martin at (225) 339-3995 or email clge@lla.la.gov.

Certification

This training qualifies for a maximum of 10.5 hours of Continuing Professional Education (CPE) credits. CPE credit for CPAs is based on actual education hours attended in accordance with Louisiana State Board of CPAs rules. CPE transcripts will be provided by the LLA by mid-April. Records will be maintained for five years.

Who should attend?

Elected officials, members of governing bodies, and their staffs, particularly those who perform administrative and finance functions in local governments such as municipalities; special districts (communications, fire, hospital, levee, recreation, utility, etc.); school districts and charter schools; libraries; parishes and police juries; offices of assessors, clerks of court, coroners, district attorneys, public defenders, and sheriffs; other local governments, and their accountants and auditors.

The Center for Local Government Excellence programs benefit officials and employees new to local government and serve as a refresher for long-time public servants.

“I am always impressed with this conference. You really have excellent presenters who are so knowledgeable about their topics and make it so interesting to attend. The topics are always relevant. Keep doing what you are doing.”

- October 2023 CLGE Participant

Wednesday, March 13, 2024

Ten Easy Steps to Comply with the Local Government Budget Act

Diane B. Allison, CPA, CGMA, CGFO
Director of Local Government Services, LLA

Failure to comply with the Local Government Budget Act is the second most common audit finding of Louisiana's local governments. This session will break down compliance into ten easy steps, explaining both the legal requirements and practical implementation suggestions.

Cybersecurity Update for Local Governments

Chris Magee, CIA, CFE, CGAP, MBA
Data Analytics Manager
and Brent McDougall, MBA, CIA, CFE, EnCE
Performance Audit Senior Data Analyst

Cybersecurity and data breaches are a major concern when it comes to governmental operations. This session will look at how to prevent, identify, and respond to potential or actual cybersecurity attacks and will discuss current cybersecurity issues government agencies of all sizes face on a daily basis.

Statewide Agreed-upon Procedures: The Secret Ingredient to Fix the Jambalaya

Brandon Boylan, Director of Finance,
City of Gonzales

Jambalaya has many ingredients, and everyone cooks it a little differently, kind of like internal controls and governmental accounting. This session will explain how statewide agreed-upon procedures help governments strengthen their internal controls, safeguard the taxpayers' dollars, and prevent burning the jambalaya.

Review of Current State and Federal Human Resource Laws and Requirements for Mandatory State Training

Jenifer Schaye, CFE
General Counsel, LLA

This presentation will include a review of current state and federal laws related to human resource issues; provide ideas to present to attorneys and governing boards; and will review state requirements for ethics training, sexual harassment training, and cybersecurity training for public officials and contracting parties.

Too Small to Segregate Duties?

Andrée Taylor, MBA, CPA
Quality Assurance/Research Manager, LLA

Every government in Louisiana, no matter how wide-ranging or narrow its responsibilities, has a primary duty to safeguard the resources entrusted to it. This session will examine the practical steps governments can take to fill in any gaps with oversight controls.

Navigating the Redesigned Judicial System Funding (Act 87) Schedules

Barry O. Kelly, MBA, CIA
Special Projects Senior Auditor, LLA

The Justice System Funding (Act 87) schedules were recently updated to become more user-friendly, from adding search features to identifying errors. This session will provide an overview of the updated schedules, focusing on key changes and revisions.

Thursday, March 14, 2024

The Rules of Procurement

Angela Heath, LLM, CFE
Senior Attorney, LLA
and Patrick Virgadamo, CFE
Senior Attorney, LLA

Numerous rules apply when purchasing goods and services with public dollars. This presentation will review the Louisiana Public Bid Law, state procurement processes and issues, and federal procurement rules, explaining when each of these procurement methods should be used by local entities.



Day 1: Wednesday, March 13, 2024

<u>Time</u>	<u>Topic</u>	<u>Speaker</u>
8:00 a.m. - 8:30 a.m.	<i>Login Is Open</i>	
8:30 a.m. - 8:40 a.m.	Welcome and Program Overview	Michael J. "Mike" Waguespack, CPA
8:40 a.m. - 9:30 a.m.	Ten Easy Steps to Comply with the Local Government Budget Act	Diane B. Allison, CPA, CGMA, CGFO
9:30 a.m. - 9:40 a.m.	<i>Break</i>	
9:40 a.m. - 10:40 a.m.	Cybersecurity Update for Local Governments	Chris Magee, CIA, CFE, CGAP, MBA and Brent McDougall, MBA, CIA, CFE, EnCE
10:40 a.m. - 10:50 a.m.	<i>Break</i>	
10:50 a.m. - 11:40 a.m.	Statewide Agreed-Upon Procedures: The Secret Ingredient to Fix the Jambalaya	Brandon Boylan, Director of Finance, City of Gonzales
11:40 a.m. - 12:40 p.m.	<i>Lunch Break</i>	
12:40 p.m. - 2:10 p.m.	Review of Current State and Federal Human Resource Laws And Requirements for Mandatory State Training	Jenifer Schaye, CFE
2:10 p.m. - 2:20 p.m.	<i>Break</i>	
2:20 p.m. - 3:10 p.m.	Too Small to Segregate Duties?	Andrée Taylor, MBA, CPA
3:10 p.m. - 3:20 p.m.	<i>Break</i>	
3:20 p.m. - 4:10 p.m.	Navigating the Redesigned Judicial System Funding (Act 87) Schedules	Barry O. Kelly, MBA, CIA

Day 2: Thursday, March 14, 2024

<u>Time</u>	<u>Topic</u>	<u>Speaker</u>
8:00 a.m. - 8:30 a.m.	<i>Login Is Open</i>	
8:30 a.m. - 12:30 p.m.	The Rules of Procurement	Angela Heath, LLM, CFE and Patrick Virgadamo, CFE

Don't miss out on this great opportunity!
[Click here to register!](#)

Dress is business casual. Coffee, water, and snacks will be available each morning. Lunch will be on your own each day.

In compliance with the Americans with Disabilities Act, if you need special assistance please contact Liz Martin at **(225) 339-3995**, or via email clge@lla.la.gov.