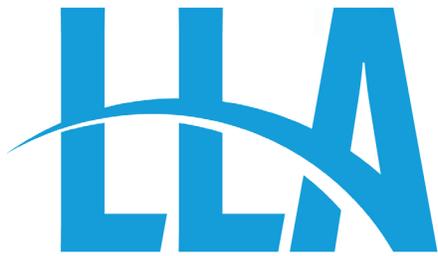Our Mission: *To foster accountability and transparency in Louisiana government by providing the Legislature and others with audit services, fiscal advice, and other useful information.*

LLA | CLGE
CENTER FOR LOCAL GOVERNMENT EXCELLENCE

November 2-3, 2022

In-Person (Limit 175) **and Live-Stream** (No Limit)

Louisiana Immersive Technologies Enterprise (LITE)
537 Cajundome Enterprise, Suite 101
Lafayette, Louisiana 70506

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.

Since 2015, 17 trainings have been offered throughout Louisiana and have been attended by more than 2,900 individuals. 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 and build a supportive environment.

Level 3 is here!

The Center for Local Government Excellence training program began with Level 1 basic courses offered in 2015 through 2017, followed by Level 2 intermediate courses in 2018 and 2019. We are so pleased to offer Level 3 advanced courses on Wednesday, November 2, which are open to everyone but hold special meaning to the 240+ participants in Levels 1 and 2 who, after completing Wednesday's Level 3 courses, will earn a Certificate of Completion for the entire training program! Don't miss this opportunity to further your knowledge and complete the entire program.

Registration

CLGE is a **complimentary** training provided by the Louisiana Legislative Auditor. In-person participants are limited to the first 175 people who register and there is no limit to those participating via live-streaming. If you register for in-person and are later unable to attend or need to change to live-stream, please notify Liz Martin at (225) 339-3995 or clge@lla.la.gov. **Click HERE to register or visit our website at lla.la.gov/clge.** Prior to the training, registrants will be provided a link to download course materials.

Certification

This training qualifies for a maximum of 10 hours of Continuing Professional Education (CPE) credits. CPE credit for CPAs is based on actual hours minus breaks, etc. In-person attendees will physically sign in for CPE records. All live-stream attendees will receive a link to join, and during the training four prompts per credit hour will appear on the screen to confirm listening. LLA will maintain records of attendance. Certificates of Attendance will be awarded.

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, waterworks, etc.); school districts and charter schools; libraries; parishes; police juries; offices of assessors, clerks of court, coroners, district attorneys, 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.

Day 1 Courses (Level 3)

An Auditor's and Auditee's Approach to the Annual Audit

Tiffani Dorsa, CPA
Director, Postlethwaite and Netterville APAC
Diane B. Allison, CPA, CGMA, CGFO
Director of Local Government Services, LLA

Each year, your audit seems to take on its own unique characteristics, from natural disasters to new grant funding to change in staffing, new software, new accounting standards, and new procedures. Gain practical advice on how to prepare for this annual event to understand the process, know what to expect, and approach it with a positive mindset to learn something new from each other and provide better reporting to the public.

Request for Proposals, Contract, and Public Bid Law - Constitutional and Practical

Jenifer Schaye, CFE
General Counsel, LLA

Guidance provided as to how public employees/officials can guarantee themselves and their constituents that they are in compliance with the Constitution and the Public Bid Law. Special topics covered will include statutory minimums as well as advertising and acceptance of bid requirements.

My Accounting To Do List: The Accounting Cycle in a Year

Tammi Ritchie, CPA
Senior Investigative Auditor, LLA

Let's check off our to-do list as we go through the accounting cycle in a year. In this presentation, we will look at tasks that need to be performed monthly, quarterly and annually. From payroll reports to audits and everything in between, we will develop a timeline to help you stay on top of your deadlines.

Best Practices for Grants Administration

Charlie Mackles, CLCSBA
Chief Financial Officer, InspireNOLA Charter Schools

You've been awarded a state or federal grant - now what? Grants come with "strings" attached. Participants will learn best practices for administering grants, including grants accounting, internal controls, and management, to learn about the federal regulations and be prepared for the Single Audit. After all, becoming aware of requirements of federal grantors is the first step to developing an effective grants management program in your organization, which can lead to confidently applying for additional grant funding.

Don't miss out!
Click here to register today!

Initial and Ongoing Compliance in Debt Issues

M. Jason Akers
Managing Partner, Foley & Judell, L.L.P.

A comprehensive look at the debt of public bodies, this session will begin with a look at the various types of bonds commonly issued and their respective approval requirements, then focus on the different methods for the sale of bonds, and finish with a discussion of ongoing compliance matters that impact the public body while the bonds are outstanding.

Day 2 Courses

Statutory Updates and Critical Pending Legal Issues

Jenifer Schaye, CFE
General Counsel, LLA

The most significant public law changes that affect day to day operations of public entities will be presented. We will address the most significant questions we receive from public employees/officials on a daily basis. All the 2022 Legislative changes will be fully explained and the questions causing the most debate will be addressed.

Fiscal Health: Identifying Problems and Solutions

Michael G. Battle, MPA, CIA, CGAP, CRMA
Advisory Services Senior Manager, LLA

"Red flags" that point toward poor or declining fiscal health in local government entities will be identified. In addition, we will provide practical strategies to help you improve and maintain fiscal health. Areas of discussion will include effective governance, budgeting, and financial management.

Solving Workplace Conflicts With Respect

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

R-E-S-P-E-C-T: find out what it means when applied to conflict in the workplace! Highly effective workplaces often share a common characteristic – a respectful workplace culture. We will discuss "conflict" in the work environment and how to handle with respect. Embracing conflict that is healthy and respectful can lead to very successful outcomes and a more productive organization.

The True Value of Statewide Agreed-Upon Procedures

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

Statewide agreed-upon procedures are designed to look at those areas at most risk of fraud. Learn how these procedures can help local governments improve their internal controls and deter fraudsters.

Day 1: Wednesday, November 2, 2022

Time	Topic	Speaker
8:00 a.m. - 8:15 a.m.	*Login Is Open*	
8:15 a.m. - 8:20 a.m.	Program Overview	Diane B. Allison, CPA, CGMA, CGFO
8:20 a.m. - 8:30 a.m.	Welcome and Introduction	Michael "Mike" J. Waguespack, CPA
8:30 a.m. - 9:30 a.m.	An Auditor's and Auditee's Approach to the Annual Audit	Tiffani Dorsa, CPA and Diane B. Allison, CPA, CGMA, CGFO
9:30 a.m. - 9:40 a.m.	*Break*	
9:40 a.m. - 11:40 a.m.	Requests For Proposals, Contracts, and Public Bid Law - Constitutional and Practical	Jenifer Schaye, CFE
11:40 a.m. - 1:00 p.m.	*Lunch Break*	
1:00 p.m. - 2:00 p.m.	My Accounting To Do List: The Accounting Cycle in a Year	Tammi Ritchie, CPA
2:00 p.m. - 2:10 p.m.	*Break*	
2:10 p.m. - 3:10 p.m.	Best Practices for Grants Administration	Charlie Mackles, CLCSBA
3:10 p.m. - 3:30 p.m.	*Break*	
3:30 p.m. - 4:30 p.m.	Initial and Ongoing Compliance in Debt Issues	M. Jason Akers

Day 2: Thursday, November 3, 2022

Time	Topic	Speaker
8:00 a.m. - 8:15 a.m.	*Login Is Open*	
8:15 a.m. - 8:20 a.m.	Welcome	
8:20 a.m. - 9:10 a.m.	Statutory Updates and Critical Pending Legal Issues	Jenifer Schaye, CFE
9:10 a.m. - 9:20 a.m.	*Break*	
9:20 a.m. - 10:10 a.m.	Fiscal Health: Identifying Problems and Solutions	Michael G. Battle, MPA, CIA, CGAP, CRMA
10:10 a.m. - 10:20 a.m.	*Break*	
10:20 a.m. - 11:10 a.m.	Solving Workplace Conflicts With Respect	Andrée Taylor, MBA, CPA
11:10 a.m. - 11:20 a.m.	*Break*	
11:20 a.m. - 12:10 p.m.	The True Value of Statewide Agreed-Upon Procedures	Diane B. Allison, CPA, CGMA, CGFO

Additional Information

Dress is business casual. Coffee, water, and muffins will be available each morning.
Lunch will be on your own from 11:40 a.m. - 1:00 p.m.

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.

Click HERE to register!