

2019 WPTA Conference Session Descriptions

Preconference Sessions

The Small Entity Environment. Your responsibilities A to Z.

Toni Nelson, MRSC

Cheryl Grant, City of Chelan

Working for a small entity (city, town, fire district, water and/or sewer district, cemetery district) has its rewards. It also has its challenges. Having a small, or maybe even no, staff means you wear many hats. It also means you have almost no time to think about all there is to do.

This full day session is designed for discussion of the essential elements of a small clerk and/or finance department to include all aspects of daily, weekly, monthly, quarterly and annual requirements and internal controls over operations.

Banking Services 360

Matt Zehnder, KeyBank

Ed Hiddleson, KeyBank

A discussion of several commercial banking topics for today's environment. This session will cover the impacts of higher interest rates for municipal entities and how they affect banks. Earnings Credit Rates explained.! Also gain and understanding of your analysis and determining cost benefit of various efficiencies. Additionally, we will discuss several other considerations given recent legislation and market environment.

Big or Small, Cybersecurity Risks Affect Every Government

Aaron Munn, State Auditor's Office

No matter the sector or size of your government, the risks are similar. These could involve disruption to public services resulting from a cyber-attack or an employee being duped into transferring money or protected information to an imposter, and they could involve criminal hackers, targeted employees or third-party vendors. Panel members will talk through some of their own stories related to cybersecurity risks. This presentation will talk through a few incidents, their impacts and ways to improve your cyber security program.

Business Continuity & Resiliency Planning: As it relates to your banking operations

David Tiscia, JP Morgan

Andre Johnson, JP Morgan

This presentation will explain how a well-defined and rehearsed resiliency plan can reduce the impact of an event to your organization. Examples of recent manmade and natural disasters will be discussed and a Treasury readiness assessment document will be shared with attendees.

Keynote

Treasurers Finding Neverland: How to Succeed, Stay Sane, and Have Fun at Work

David Rabiner

Is there too much to do and not enough time to do it? Does it seem that everybody wants something and their deadline was yesterday? Does the daily grind get to you? In this program, international speaker David Rabiner will talk about how you can succeed, stay sane, and have fun under any circumstances.

These days, creating a positive work environment is not just a "bonus". Besides the fact that the relationship between a fun work and high performance has been long established, creating a culture and vision that is both fun and has clear long-term direction is essential for attracting and retaining today's work force. In this program, we will examine the important leadership qualities you need today to make this all happen. More important, David will identify the obstacles that keep good managers from being great leaders. You'll leave with the foundation for your own leadership plan for creating your own "best place to work".

David Rabiner has been a leadership speaker, trainer, facilitator, and executive coach since 1993. His body of work spans more than a quarter century and includes more than 2,200 presentations in 13 countries and 46 U.S. states. Prior to becoming a speaker, David spent ten years in local government administration, so he understands the specific leadership challenges that local government managers face. As a speaker, David has presented to over 800 programs for government agencies, departments, and associations. David's programs are fast, powerful, and funny, but more important, his presentations are substantive and practical. His common-sense approach and real-world examples are easy to listen to, and they compel change, which is the hallmark of speaking and training excellence.

For more information, please visit www.rabiner.com

Roundtable Sessions

Neverland from the Ground Level: Translating Leadership Qualities to Leadership Behaviors

David Rabiner

Personal growth in leadership - or anything else - requires change, but what does "personal change" actually look like? To improve the way you lead or manage, you have to be answer this question: "What am I going to start doing, stop doing, do more of, do less of, or just do differently?" The foundation of this breakout session is the principles laid out in the earlier keynote presentation, and takes those principles down to the behavioral level. You will learn the different types of behaviors and learn the "forks in the road" we all encounter but most of us don't see. You'll learn the important quality of "leadership balance" and how to demonstrate it. Simply stated, this breakout session is for those who want to take their leadership foundation, dig deeper, and make personal change happen.

Latest Issues with Capital Assets

Kristen Harris, Washington State Auditor's Office

Current audit issues in GAAP reporting of capital assets, including some guidance on proper accounting in these areas.

Investment Panel

Doug Extine, Washington State Treasurer's Office
Scott Prickett, Chandler Asset Management
Luke Schneider, PFM Financial Advisors LLC

Join your peers in this popular roundtable to discuss the trends and challenges in public fund investing. Brokers, advisors, and experienced investment officers share their perspective on a variety of factors that impact investment decisions including market conditions, policies, politics, etc.

Challenges with a Changing Workforce: Process reviews/Doing more with less

Jill Dunn, David Olson, & Carolyn Morrison, US Bank
Charlene Rios, Big Bend Community College
Meredith Green, Kitsap County
Michael Olson, City of Kirkland
Diane Campbell, Port of Seattle

This will be an interactive session lead by a panel of your peers. Hear how they have navigated the challenges of a changing workforce of retiring and resigning employees. Learn about their strategies for reviewing/updating banking processes when bringing on new employees. The panel will also discuss strategies for doing the same work with less people when the budget prevents hiring new personnel.

Cash Handling: Fraud Prevention & Internal Controls

Debbie Pennick, State Auditor's Office

Help your organization deter fraud by learning cash handling internal control best practices; and detect fraud should it occur by understanding the warning signs and red flags.

Bonds & Portfolio Basics

Jim Rosenkoetter, Washington State Treasurer's Office
Jonathan Saunders, Amherst Pierpont Securities

Bond & Portfolio Basics is two classes in sequence that will begin at a very basic level and then bring participants up to speed on fixed income investing. The first class will focus on the basics of individual bonds beginning with a description of bonds and building up to some important quantitative measures. By the end of this session a participant should have the capability to analyze an individual bond. The second class will focus on the basics of portfolio management. A few more quantitative measures, such as duration, will be introduced. Participants will also learn how to create and structure a bond portfolio.

Mechanics for Developing Your Entities Capital Improvement Plan

Scott James, City of Edmonds
Dave Turley, City of Edmonds

Join the conversation with your peers regarding the mechanics of developing a CIP to include: CIP Development Team Membership & Project Leadership; Timing of Development; Project Prioritization Process; and Project Fund Planning.

Debt 101: An Introduction to Borrowing Money

Jason Richter, Washington State Treasurer's Office

Alice Ostdiek, Stradling Yocca Carlson & Rauth PC

Thomas Toepfer, PFM Financial Advisors LLC

This panel will cover the basics of borrowing money for capital projects. It will offer an entry point for professionals unfamiliar with public sector debt, as well as a refresher for those who borrow infrequently. (Of-course seasoned veterans are also welcome!). The session will cover a variety of options including exploring the difference between bank loans and municipal bonds, taxable and tax-exempt financings, and utilizing other borrowing options such as the State LOCAL program and USDA loans. The focus will be on:

- Developing an understanding of the key policy, legal and procedural considerations for finance professionals and tips for communicating with decision makers and elected officials
- Identifying the critical parties involved and their respective roles (e.g., bond counsel, financial advisor, underwriter, etc.)
- Understanding the various methods of borrowing and the necessary steps and associated timeline
- Becoming familiar with spotting potential federal tax (private use) and securities law (disclosure) issues that can impact your borrowing decisions
- Taking away key concepts for implementing post-issuance compliance policies and procedures to ensure that the borrowing does not cause headaches down the road.

Purchasing Policies

Sue Ownby, City of Yakima

Back by request, Sue will lead you through how to write a good purchasing manual, and what should be in it. From goals to ethics, including basic purchasing definitions as well as statutory limits and agency policies for professional, personal & purchased services, goods, materials, and public works. It will be a jam-packed hour. You will leave with enough tools to write your own.

Purchase Card Implementation

Philip Steffen, City of Anacortes

Learn how to add security, accountability, as well as achieve a financial kickback by using purchase cards for every employee. In this session, we will take a look at how to implement a purchase card system and how to efficiently process all of the related transactions.

Planning for Infrastructure Asset Replacement (IAR)

Ben Hoffman, FCS Group

Martin Shaw, FCS Group

Whether you have an asset replacement strategy in place or have no idea where to begin, you will learn something from Ben & Martin on the process for tracking and planning for future needs. Understand why IAR is fundamental to the delivery of governmental services. This session will answer many questions regarding the benefits of having a strategy, policies to be considered, and provide examples of policies and practices of other organization to review and discuss.

Financing Real Estate & Equipment: The LOCAL Program

Matthew Schoenfeld, Washington State Treasurer's Office

Brianna May, Washington State Treasurer's Office

Offered through the Office of the State Treasurer, the Local Option Capital Asset Lending (LOCAL) Program offers municipalities a way to finance real estate and equipment over a multi-year period. The major benefits of LOCAL are (1) very low cost financing, and (2) ease of use. This session will provide an overview of the program including user benefits, application process, and financing timeline.

Continuity of Operations Procedures (COOP) for Finance

Diana Rose, City of Marysville

Understand the importance of planning for the continuity of operations at your agency. Whether enduring through a disaster, aging workforce, or even a pandemic, will you know what to do? COOP will help you to identify key components that will assist you in developing a plan.

Resources and Data Tools for Local Governments

Sherrie Ard, Washington State Auditor's Office

Duane Walz, Washington State Auditor's Office

Come find out the latest tools and resources from the Office of the Washington State Auditor that are available to help local governments assist those they serve. See current data tools that are useful for analyzing and managing your financial resources.

Short Term Investment Options

Lauri Beaudry, Washington Federal Bank

Heather Irelan, Chelan County PUD #1

For many years short-term investing was pretty boring, with interest rates being close to zero and expected to stay there for quite a while. Banks were not that interested in CDs. Status quo for many investors was using a combination of leaving compensating balances with their bank and keeping more money in LGIP. With interest rates on the rise and banks more interested in your deposits, the short-term investment environment is changing. This panel will explore various strategies and options for optimizing your short-term investments.

Small Entities Roundtable

Toni Nelson, MRSC

Mike Bailey, MRSC

Join you cash basis peers to get questions answered and discuss challenges of maintaining compliance. This is also a good follow up to the Small Entities A-Z pre-conference session

The Bank Conversion: What I Wish I Would Have Known

Nicole Muegge, Thurston County

Sandy Langdon, City of Marysville

Changing banks is no small task. There are many things to consider. Some of the things you will wish you knew before you converted banks are also the same things you will have wished you would have known when you were

drafting your RFP. Learn from the experience of your peers on the things that are helpful to know during the RFP process as well as to be prepared for during the conversion process.

[SAO BARS Roundtable](#)

Kayley Pagio, Washington State Auditor's Office

Stacie Tellers, Washington State Auditor's Office

Roundtable-style discussion of current and future topics presented by the office of the Washington State Auditor. Discussion will include updated to the Budgeting, Accounting and Reporting System (BARS) Manual. Handouts will be provided during the session.

[Online Sales Tax Market Fairness Overview](#)

George Miller, Washington State Department of Revenue

George will lead what is anticipated to be great discussion as it relates to Online Sales Tax. More information to follow.

[Bond-Related Continuing Disclosure: Rule 15c2-12 Amendments Update and Other Hot Topics](#)

Alice Ostdiek, Stradling Yocca Carlson & Rauth PC

If your entity has issued municipal bonds, you probably have a continuing disclosure obligation to provide certain annual information and event notices to the MSRB via EMMA while those bonds are outstanding. Find out more about the basic compliance obligations and learn about amendments to Rule 15c2-12 (effective end of February 2019) that will require broader compliance for new bond issues after that date. Whether you are new to the world of "continuing disclosure" compliance or need just to meet your annual training requirement, this session will provide you with the tools you need to manage your jurisdiction's compliance.