

58th County Auditors Institute

May 3-6, 2016 | DoubleTree Hotel North | Austin, Texas

Monday, May 2, 2016

4:00 – 7:00 p.m.	EARLY CHECK-IN for New County Auditors Training and the County Auditors Institute	<i>DoubleTree Hotel Lobby</i>
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Tuesday, May 3, 2016

10:30 a.m. – 1:00 p.m.	CHECK-IN	<i>DoubleTree Hotel Lobby</i>
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1:00 – 1:50 p.m.	OPTIONAL SESSIONS	
	<i>DeZavala</i>	<i>Phoenix Ballroom South and Central</i>

OS – I A
Ethics & Values for Texas CPAs & Accounting Professionals*

OS – I B
Ethics for Everyone Else
Marya Crigler, Travis County Appraisal District

1:50 – 2:00 p.m. **BREAK**

2:00 – 2:50 p.m. **OS – II A**
Ethics & Values for Texas CPAs & Accounting Professionals (*cont.*)

OS – II B
1099 vs W-2
Steve O'Brien, IRS

2:50 – 3:10 p.m. **REFRESHMENT BREAK**

3:10 – 4:00 p.m. **OS – III A**
Ethics & Values for Texas CPAs & Accounting Professionals (*cont.*)

OS – III B
Dedicated Funds: *That's SO Special!*
Paul Miles, Texas Association of Counties

4:00 – 4:10 p.m. **BREAK**

4:10 – 5:00 p.m. **OS – IV A**
Ethics & Values for Texas CPAs & Accounting Professionals (*cont.*)

OS – IV B
Implementing a Fraud Prevention Program
Cecily Raiborn, Texas State University – San Marcos

5:30 p.m.	Welcome Reception <i>Sponsored by the LBJ School of Public Affairs and Pattillo, Brown & Hill, L.L.P.</i>	<i>Lobby Colonnade and Dover's</i>
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* 4-hours TSBPA ethics session is available for an additional fee.



sponsored by
Lyndon B. Johnson School of Public Affairs, The University of Texas at Austin
in cooperation with

Texas Association of County Auditors



Wednesday, May 4, 2016

7:30 a.m. **BREAKFAST WITH THE EXHIBITORS** Pre-Function Area
Hot breakfast provided by the LBJ School of Public Affairs

8:30 – 8:50 a.m. **WELCOME REMARKS** Phoenix Ballroom

8:50 – 9:40 a.m. **Motivate Your Team and Yourself**
Kent Hutchison, CJ Baxter Group

9:40 – 10:30 a.m. **Payroll Audits**
John Reynolds, Retired

10:30 – 10:50 a.m. **BREAK**

10:50 – 11:45 a.m. **County Area/Regional Meetings**

11:45 a.m. – 1:00 p.m. **LUNCH ON YOUR OWN**

CONCURRENT SESSIONS

	<i>Phoenix Ballroom South</i>	<i>Phoenix Ballroom Central</i>	<i>Phoenix Ballroom North</i>
1:00 – 1:50 p.m.	I A Business Writing Skill <i>Jen Cooper, LBJ School of Public Affairs</i>	I B Interviewer Techniques/Skills <i>Ed Martin, Sage Investigations</i>	I C Understanding Appraised Value and Exemptions <i>Marya Crigler, Travis County Appraisal District</i>
1:50 – 2:00 p.m.	BREAK		
2:00 – 2:50 p.m.	II A Business Writing Skill – REPEAT <i>Jen Cooper, LBJ School of Public Affairs</i>	II B Auditing Registry Accounts <i>Timothy Morton, Dallas County Auditors Office</i>	II C What Controls Should You Have for ProCards <i>Gilbert Jalomo, Fort Bend County Purchasing Agent</i>
2:50 – 3:10 p.m.	REFRESHMENT BREAK		
3:10 – 4:00 p.m.	III A Responsibility of Fiscal Officer for Juvenile or Adult Probation <i>James Williams, Director of Probation and Community Services, TJJJ</i>	III B Common Investment Mistakes <i>Ken Couch, PFM Asset Management LLC</i>	III C Purchasing Policy – What Should It Include? <i>Gilbert Jalomo, Fort Bend County Purchasing Agent</i>
4:00 – 4:10 p.m.	BREAK		
4:10 - 5:00 p.m.	IV A GASB <i>Michael Granoff, LBJ School of Public Affairs</i>	IV Common Investment Mistakes - REPEAT <i>Ken Couch, PFM Asset Management LLC</i>	IV C What Controls Should You Have for ProCards REPEAT <i>Gilbert Jalomo, Fort Bend County Purchasing Agent</i>
5:30 p.m.	Dinner Buffet - <i>Sponsored by Indigent HealthCare Solutions and McCreary, Pappasito's Cantina Veselka, Bragg & Allen, PC</i>		

Thursday, May 5, 2016

7:30 a.m.	BREAKFAST WITH THE EXHIBITORS <i>Hot breakfast provided by the LBJ School of Public Affairs</i>	Pre-Function Area
8:30 – 10:10 a.m.	You <u>Can</u> Handle the Truth: Truth in Taxation and Tax Rate Calculation & Adoption <i>Debbie Wheeler, Perdue, Branden, Fielder, Collins & Mott</i>	Phoenix Ballroom
10:10 – 10:30 a.m.	BREAK	
10:30 – 11:20 a.m.	Economic Outlook <i>Sandy Leeds, McCombs School of Business, The University of Texas at Austin</i>	Phoenix Ballroom
11:20 a.m. – 12:10 p.m.	FUN-damentals of Budget Prep <i>Wally Hardgrove, Budget and Fiscal Policy Office of El Paso</i>	
12:10 – 1:30 p.m.	LUNCH ON YOUR OWN	
1:30 – 3:10 p.m.	Common Sense Presentation	Phoenix Ballroom
3:10 – 3:40 p.m.	REFRESHMENT BREAK	
3:40 – 4:30 p.m.	County Population Size Roundtable Sessions	
4:30 p.m.	ADJOURN – DINNER ON YOUR OWN	

Friday, May 6, 2016

7:30 a.m.	BREAKFAST WITH THE EXHIBITORS <i>Hot breakfast provided by the LBJ School of Public Affairs</i>	Pre-Function Area/ Phoenix North
8:30 – 9:20 a.m.	Grant Policy & Procedures - FEMA <i>Paula Kay Logan, Texas Division of Emergency Management</i>	Phoenix Central and South
9:20 – 10:10 a.m.	How to Work with Difficult People <i>Suzynn Skaggs, Solara Consulting</i>	
10:10 – 10:30 a.m.	BREAK	
10:30 – 11:20 a.m.	The Great Ones: Habits of Highly Successful County Auditors <i>Ed Dion, Rick Dollahan, Virginia Porter, Deborah Stevens, and James Wells</i> <i>Facilitator: Dr. Barry Bales</i>	Phoenix Central and South
11:20 – 11:30 a.m.	Closing Remarks	
11:30 a.m.	ADJOURN THE 58TH COUNTY AUDITORS INSTITUTE	