



Association of Government Accountants  
Baltimore Chapter



## December Training Information Joint Meeting with ISACA

**Register  
Online**

Wednesday, December 7, 2011  
IT Governance

**3 CPEs**

Scott Higgins, Carefirst Blue Cross Blue Shield

SNYDER'S WILLOW GROVE RESTAURANT  
841 N. HAMMONDS FERRY ROAD  
CONVENIENTLY LOCATED OFF 695 AT EXIT 8

Registration & Networking: 10:45 AM to 12:00 PM

Lunch: 12:00 PM to 12:45 PM

Training (includes one break): 12:45 PM to 4:00 PM

Cost: \$45 Members \$95 Non-members

Reservations: [www.agabaltimore.org](http://www.agabaltimore.org) (Deadline December 2, 2011)

**\*\*Sorry—No Refunds for Cancellations\*\***

**Please note the new meeting registration procedures on page 8**



**The Baltimore Chapter**  
Association of Government Accountants  
[www.agabaltimore.org](http://www.agabaltimore.org)



## MEET THE SPEAKER



Scott Higgins is a Director of Audit & Advisory Services at CareFirst Blue Cross Blue Shield, responsible for the planning/directing of information technology audits for CareFirst entities in accordance with the relevant audit universe and annual audit plan. He has more than 28 years of industry and audit/consulting/advisory experience. He has led and managed an array of activities within audit (internal audit, compliance, risk assessments), IT (solution selection, operations, effectiveness), and management (budgeting, forecasting and human capital development).

Scott holds a BS-Computer Science from DeSales University, an MBA from Moravian College, Masters Certificate in Project Management from Stevens Institute of Technology, Certified Information Systems Auditor (CISA) designation, Certified in Risk and Information Systems Control (CRISC) and has passed the Certified Information Security Manager (CISM) exam.

## PRESENTATION TOPIC

An IT governance framework is an essential part of the overall enterprise governance approach. It gives Management a reasonable approach to deploy identified best practices for protecting, enhancing and maintaining corporate information and intellectual assets, managing IT risk, controlling IT investment and complying with information and computer-related regulation.

Some key benefits of an integrated IT governance framework are improvements in IT quality, reduced IT service costs, reduced failure of IT projects, and better alignment between business and IT strategy.

These benefits can be achieved through the integration of IT into the strategic and operational goals/objectives of the enterprise.

During this session we will explore various IT Governance models and frameworks, gaining an understanding of which components are necessary, which are important, and which are not. After all, IT organizational structures are not created equal.

Some topics that will be expanded upon include the drivers of IT governance:

1. Achieving competitive advantage - through intellectual assets, information and IT
2. Increasing information- and privacy-related legislation (compliance)
3. The large number of threats to intellectual assets, information and IT
4. The need to align technology projects with strategic organizational goals

So we can traverse the IT Governance framework landscape, we'll also explore key decision areas for designing an IT governance framework:

1. Management principles and decision-making hierarchy
2. IT strategy (which must be derived from the business strategy)
3. IT risk management
4. SDLC/CMMI strategies
5. Enterprise Architecture strategies
6. Infrastructure strategies
7. Investment and project governance (portfolio management)
8. Information compliance and security

**PLEASE NOTE THE NEW MEETING REGISTRATION PROCEDURES ON PAGE 8**

# Virtual Canned Food Drive

## *How many hungry Marylanders can we feed in one week?*

The AGA Baltimore Chapter will be collecting monetary donations to benefit the Maryland Food Bank at the December training session.

The cost to feed one hungry Marylander for one week is \$10.50. Let's see how many Marylanders we can feed! Donations can be made in any amount, paid by either cash or check made payable to AGA Baltimore Chapter or you may pay via PayPal.

The chapter will make a matching contribution of up to \$200 for the amount our members donate.

If you cannot attend the training, you can donate through PayPal.

[Visit the website for details.](#)



### TSP Rates as of November 29, 2011

Fund	Close	Change	% Change
<b>G</b>	\$13.7980	+0.0007	+0.01%
<b>F</b>	\$15.2106	-0.0141	-0.09%
<b>C</b>	\$14.7304	+0.0382	+0.26%
<b>S</b>	\$19.5415	-0.0149	-0.08%
<b>I</b>	\$17.2501	+0.1921	+1.13%
<b>L 2050</b>	\$9.2494	+0.0363	+0.39%
<b>L 2040</b>	\$17.0194	+0.0575	+0.34%
<b>L 2030</b>	\$16.8008	+0.0506	+0.3%
<b>L 2020</b>	\$16.5797	+0.0423	+0.26%
<b>L Income</b>	\$14.8417	+0.0127	+0.09%

## **AGA Offers Two Audio Conferences on Federal Performance and Improper Payments in December**

AGA has scheduled two audio conferences in December: [Using Performance Information to Drive Performance Improvement](#) on **Dec. 7**, and [Boost Efficiency, Accuracy, Transparency, Fraud Detection and Savings by Preventing Inappropriate Payments](#) on **Dec. 14**. Both are worth 2 CPE hours and can be heard 2 - 3:50 p.m. EST, with about 20 minutes set aside for questions.

### **Using Performance Information to Drive Performance Improvement**

The presenters on **Dec. 7** will discuss an exciting program within the federal government to use performance information to drive performance improvement. Specifically, agencies are gathering the output and outcome data for selected programs and using the data in high-level reviews to discuss and determine ways to improve results and/or identify successes that can be replicated elsewhere.

This audio conference will describe the current practices as determined by an AGA research study, as well as present recommendations for establishing or enhancing such a program. It will also describe how one agency uses the data-driven review process to maximize its performance.

Speakers are **Harold I. Steinberg, CGFM, CPA**, consultant; and **Toni Trombecky**, performance improvement officer and manager, Strategic Planning Division, Federal Aviation Administration.

**The early registration rate of \$249 ends Friday, Dec. 2.**

### **Boost Efficiency, Accuracy, Transparency, Fraud Detection and Savings by Preventing Inappropriate Payments**

This **Dec. 14** audio conference will help participants gain a better understanding of how to reduce risk, increase efficiency and enable regulatory compliance by streamlining the reconciliation and financial control process. As transaction volumes increase and payments become a mix of paper and electronic, it's no longer sufficient to use spreadsheets or outdated manual processes to track transactions.

To keep inappropriate payments from happening, agencies need to look for ways to automate the reconciliation process so that duplicate or fraudulent transactions can be spotted and prevented. This requires a single work stream for both paper-based and electronic payments. An enterprise view can be established by integrating a financial control solution with the general ledger and other data sources to expedite transaction matching and identification of exceptions. Quick detection of anomalies can prevent unauthorized payments and reduce risk.

A U.S. Coast Guard official will share the agency's experiences with automation and the cost savings that have been achieved. Other speakers include **John J. Scornaienchi, CGFM**, senior manager, Grant Thornton LLP and **Eric Werab**, senior business solution strategist, Fiserv.

**The early registration rate of \$249 ends Friday, Dec. 9.**

**Special Promotion:** Government agencies and AGA Corporate Partner members who register five or more offices will receive a 20 percent discount (\$200 per site).

**Individual Option:** Two, three or four individuals can register at \$50 per person. Contact [Maria Oquendo](#) at 800.AGA.7211, ext. 308, for registration details.

View cost and registration details for the [Dec. 7](#) and [Dec. 14](#) audio conferences, or [register online](#).

[See the entire 2011-2012 schedule.](#)

# November Training Recap By Lori Lee

Our first speaker at the November training was Jeff Steinhoff, Executive Director of the KPMG Government Institute and a Managing Director in the Federal Advisory Practice. Mr. Steinhoff spoke about Enterprise Risk Management (ERM). ERM is important for government entities because of the current budget deficits in the federal and some state governments. Currently the fiscal gap is close to \$100 trillion. ERM is also important because of the public perception of the government, its services offered and overall performance. Governments must figure out a way to balance the wants and needs of its constituents with added value and affordability of services and goods provided. The benefits of a successful implementation of an ERM structure should outweigh the costs of controls implemented. Value is maximized when management sets its strategy and objectives to strike an optimal balance between growth and return on investment goals, and related risks.

Mr. Steinhoff also spoke about several key aspects of successfully implementing ERM:

- Establish clear “ownership” by Agency’s top leadership.
- Accept certain risks.
- Understand that a higher degree of sophistication is needed to make complex risk and cost trade-offs.
- Establish and clearly communicate risk goals and objectives.
- Fully integrate ERM into the fiber of the Agency.
- Prepare for cultural transformation.
- Must be done continuously, keeping one step ahead, as risks can be ever-changing.
- Consider IT risks.
- Establish a formal risk management program which includes prevention, detection and response.

Mr. Steinhoff next defined “Risk Appetite.” Agencies must reflect their desire to detect risks, both known and unknown, in their mission statements and strategic goals. Agencies must also have a willingness and capacity to take on some risk, while at the same time having a tolerance for loss or other negative events that can be reasonably quantified.

Mr. Steinhoff stressed that Agencies need to have a support from top management for successful ERM implementation. He also stressed that quantitative and qualitative performance measures should be developed and risks should be periodically reviewed to reconsider emerging issues.

Our second group of speakers was Steve Goss, Chief Actuary of the Social Security Administration (SSA) and Alice Wade, Deputy Chief Actuary for Long-Range Estimates, SSA. Mr. Goss briefly outlined the areas for which the Office of the Chief Actuary (OCACT) at SSA is responsible, including: (1) preparing the annual Trustees report (published in the Spring) and Statements of Social Insurance (SOSI) (published in the Agency’s annual Performance and Accountability Report

(PAR)), (2) preparing projections based on proposed changes to law, and (3) interacting with the Agency’s auditors and accountants. Mr. Goss stated that this presentation would focus on their third responsibility and “[The Actuary’s] Life with Accountants.”

Ms. Wade began by speaking about the history of accounting standards and how changes have affected OCACT. The creation of SOSI as part of the PAR began as a non-audited statement that was only presented as required supplemental information (RSI). However, the Federal Accounting Standards Advisory Board (FASAB) changed the reporting of SOSI in 2004 from RSI to part of the basic financial statements, which would now be audited, when they issued Standard 26, *Presentation of Significant Assumptions for the Statement of Social Insurance*, which amended Standard 25. This change was first looked on with “dread” in OCACT; however, after its implementation the Office was able to see how the standard improved their reporting and documentation.

With the implementation of Standard 26, OCACT first went to the Office of Finance for assistance in how to prepare for an audit. OCACT was also able to have a pre-audit performed of SOSI in 2004 (Standard 26 was not implemented until 2005). Third, and the area of change that had the biggest impact on the OCACT, was the introduction of performing risk assessments on the estimates. From the risk assessments, OCACT developed four documents: (1) workflow form, (2) change form (of which there are 4: cosmetic, assumptions, methodology, and error), (3) checklist, and (4) model documentation.

The next standard that had a significant impact on OCACT was Standard 37, *Social Insurance: Additional Requirements for Management’s Discussion and Analysis and Basic Financial Statements*, effective for reporting in 2011. The implementation of this Standard brought four major changes to the way SOSI was presented in the PAR: (1) changed the grouping categories on SOSI (now presented by Open Groups and Closed Groups), (2) trust fund assets were required to be on the face of the statement (Note: SSA had already been reporting this information), (3) a new statement, *Statement of Changes in Social Insurance Amounts Old-Age, Survivors and Disability Insurance*, was required as part of the basic financial statements, and (4) projection tables, shown in nominal dollars, were removed from the SOSI footnotes and RSI. These changes did not have a large impact on OCACT and their reporting requirements.

OCACT also briefly discussed the solvency of SSA. Ms. Wade invited the audience to visit OCACT’s website (<http://mwww.ba.ssa.gov/OCACT/>) to view the approximately 100 provisions that affect the solvency of Social Security. Mr. Goss also reminded everyone that the shortfalls that Social Security faces (projected exhaustion between 2036 and 2041) are just statistics and can be changed; for example, by Congressional action.

*Happy Hour!*



Join AGA Baltimore CGFM Committee for our  
**Holiday Happy Hour** Celebration on **Purple Friday**

1/2 Price Appetizers  
\$2 Domestic Beer  
\$4 Long Islands, Mojitos, Cosmopolitans, & Margaritas

Date: 12/09/11

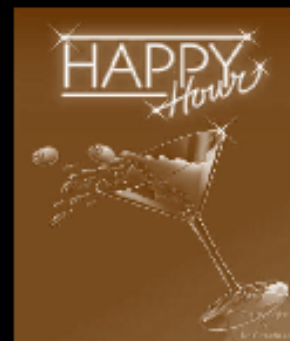
Time: 5 to 7:00 pm

**T.G.I.Friday's**

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410.363.8116

[www.tgifridays.com](http://www.tgifridays.com)



Questions? Contact CGFM Chair  
Shelvon Skinner \* 410.966.5553

# 2011-2012 Upcoming Training

Date	Location	Topic/Speaker	CPEs	Member Cost	Non-Member Cost
12/7/11 Wednesday	Snyder's Willow Grove	Joint Meeting with ISACA IT Governance Scott Higgins, CareFirst	3	\$45	\$95
1/19/12 Thursday	Snyder's Willow Grove	Self Pay Federal Lending Anthony Curcio, Summit Consulting, LLC The Current State of the Economy Anirban Basu	3	\$30	\$60
2/23/12 Thursday	Snyder's Willow Grove	Cloud Computing David Lucas, Global Computer Enterprises Business Intelligence Maricom Systems	3	\$30	\$60
3/22/12 Thursday	Snyder's Willow Grove	Early Careers Meeting Topics and Speakers TBD	3	\$30	\$60
4/19/12 Thursday	Rolling Road Golf Club	Annual Awards Meeting Speaker TBD	1	\$10	\$20
5/9/12 Wednesday	Maritime	Annual All Day Fraud Training Ethics—National President Elect Evelyn Brown Other Topics and Speakers TBD	8	\$160	\$195

**T**HANK YOU  
FOR YOUR SUPPORT!



# AGA Monthly Training Registration Update

Please note that the members of the Meetings Committee have changed. The new Meetings Director is **Karen Ajayi**. Her committee members are **Shelly Joseph and Johnny Ramsey**. **Letha Holliday** will act as an advisor to assist in the transition, and will help when and where necessary for this program year.

To prepare for the transition, Karen Ajayi has worked very diligently to get familiar with the process of setting up meeting space with Snyder's and getting through her first registration process. If you are not aware, a lot of preparation takes place over the summer months to secure locations. In addition, a lot more goes on behind the scenes to prepare for each month's training sessions.

Getting ready for the September training, Karen and Letha sent numerous emails and phone calls back and forth working out the details of registering members and non-members for the first training session of the 2011-2012 program year. As a result, the meetings committee is instituting a new process for registering attendees. This should ensure that anyone on the Meetings Committee will have access to the information.

**Effective with the October 13, 2011 training, please use the following procedures:**

If you have not registered to receive the AGA Newsletter, please go to [www.agabaltimore.org](http://www.agabaltimore.org), select "newsletter subscription" and complete the form to have your name added to the distribution list. Or simply click "Subscribe to Newsletter" below, which will take you directly to the form.

**Subscribe to Newsletter**

When you receive the AGA Newsletter in your email, it is an indication that registration is open for the current month's training. At this time, you can begin to submit names for registration. **The Meetings Committee will no longer send an email requesting names for registration.** Use one of the following methods to submit your request for registration.

## PayPal

To register via PayPal go to [www.agabaltimore.org](http://www.agabaltimore.org). Under

the heading "Quick Links", select the "Calendar of Events" and then select "Training" near the top of the page. This will take you to the registration page. You can register for the current month or the subsequent month. A member of the committee will access the PayPal website to retrieve your information and record your name on the registration sheet. "We do not send personal confirmations." If you have a question, you can contact us via email at [agabaltmeetings@yahoo.com](mailto:agabaltmeetings@yahoo.com).



## Cash or Check

If you are paying by check or cash, send an email to the AGA Meetings Committee at [agabaltmeetings@yahoo.com](mailto:agabaltmeetings@yahoo.com). Please include the date of the training, the name(s) of the person(s) attending and indicate the method of payment and member status (member/non-member).

## Government Forms (SSA -220, HHS -352, etc.)

If your agency pays using any of the above mentioned government forms, please submit the list of names to the Meetings Committee at [agabaltmeetings@yahoo.com](mailto:agabaltmeetings@yahoo.com). To keep from listing all of the names in the email, you can attach a copy of the electronic form to the email. Please send a signed copy of the training form with one of the persons on the list to give to any member of the Meetings Committee at the registration table. You can also fax a signed copy of the form to John Selby at 410-965-9248 for billing purposes. Note: Give a copy of the signed training form to each attendee for their records.

## Corporate Sponsors

If you are a Corporate Sponsor and have members of your team who are attending based on the agreement with AGA, please use the Meetings Committee's email [agabaltmeetings@yahoo.com](mailto:agabaltmeetings@yahoo.com) to submit registration information. In the email, include the date of the training, sponsor's name, and names of the attendees. Also, indicate that they are members or non-members.

If you have any questions about registration, please contact any member of the Meetings Committee. See page 7 for contact information.



## Questions, Comments or Concerns

Please contact the Meetings Committee:

[agabaltmeetings@yahoo.com](mailto:agabaltmeetings@yahoo.com)



# November Chapter Executive Committee Meeting Minutes

**Date:** November 3, 2011

**Time:** 2:00-3:00

**Location:** Social Security Administration

**Attendees:** Karen Ajayi (phone), Cheryl Dailey (phone), Walt Fennell (phone), Joanne Gasparini (phone) Tonia Hill (phone), Letha Holliday, Rashad Holloway (phone), Omar Kuyateh (phone), Lori Lee (for Kelly Stankus), Monica Morgan (phone), Jennifer Pendleton (phone) Kristina Poist, Kristen Schnatterly (phone) John Selby, Mark Silvestri, Shevlon Skinner (phone), Joann White-Burnett (phone)

**Approval of Minutes:** The minutes from October were approved.

**Treasurer's Report:** John sent the Board members a copy of the budget and provided an update on the chapter's finances.

## **Chapter Committee Reports**

**Accountability**— Johnny has gotten several volunteers to be CEAR reviewers, which gives the chapter points. He is looking for someone who can speak about their past experience as a CEAR reviewer. He has some volunteers to review citizen centric reports, but could use a few more.

**Awards** – The committee plans to continue with the scholarships as in previous years and any additional awards the president wants for the year.

**CGFM** – The committee is planning a holiday Happy Hour for December. They filed the paperwork for the CGFM Month Proclamation with the City of Baltimore.

**Community Service** – The committee plans to do the virtual food drive, candy canes, and Our Daily Bread in conjunction with the Early Careers Committee. Anyone with ideas should submit them to the committee.

**Early Careers** – The committee discussed the successful Happy Hour held in October. They are in the process of finalizing speakers for the EC Training in March. Committee members will be hosting career workshops at Lansdowne and Forest Park High Schools in November and December. The Committee has been asked to speak to Beta Alpha Psi at Morgan State on November 10th.

**Education and Programs** – The Committee is looking for a motivational speaker for the Awards ceremony. In addition, the committee needs to find additional speakers for the Fraud Conference.

**Meetings** – The September meeting had 70 participants and October had 57. The committee is going to donate funds to speaker's favorite charity in lieu of a gift. The committee is looking for volunteers to serve.

**Webmaster** – The committee will be posting the newsletter and updating the training schedule to include current costs.

**New Business** – It was decided that nametags will be provided at future meetings. They will be printed off using the registration list.



## **WHEN IS THE BEST DATE TO RETIRE?**

*Is there any advantage to retiring on Saturday, Dec. 31, which is the beginning of the pay period versus Tuesday, Jan. 3, after the New Years holiday?*

Saturday, Dec. 31, is the end of a pay period, not the beginning. If you retired then, you'll receive a lump-sum payment for any unused annual leave you had to your credit. If you retired after that, any unused leave that exceeded the limit (usually 240 hours) would be lost. That's why it's called "use of lose" leave. Also, by retiring at the end of the pay period, you would be on the annuity roll the following day, Jan. 1. If you were to retire after that, you wouldn't be on the annuity roll until the following month, February. While you'd gain a couple of days of extra pay by staying on, you'd lose a full month's annuity.

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