

CPIM 2020: Public Library Fiscal Officers Conference

Course Description Quick Guide

Course Name	Course Description
<p style="text-align: center;">Cyber Crime</p> <p>Mark Bell, Cyber Security Coordinator, Adjutant General's Department (Ohio National Guard), Don Yarman, Executive Director, Ohio Public Library Information Network (OPLIN_</p>	<p style="text-align: center;">Cyber attacks often target government networks to gain access to sensitive personal information of citizens and employees, as well as proprietary software and other information. The challenge for every public library is to identify threats and vulnerabilities, invest in risk mitigation and continually assess and improve cybersecurity efforts. This session will discuss data breaches and how to prevent them. You'll also learn more about OPLIN's security awareness training and email phishing simulations for your library staff at no cost to the library.</p>
<p style="text-align: center;">Ohio Ethics Law -- Can I Do That?</p> <p>Susan Willeke, Education & Communications Administrator, Ohio Ethics Commission</p>	<p style="text-align: center;">The Ohio Ethics Law course assists public employees and public officials in expanding their knowledge of the relationship between their public agencies and the Ethics Commission. It helps them understand the conflict of interest restrictions imposed upon public officials and employees and how to respond appropriately and legally when faced with such a conflict. Furthermore, the class outlines statutory limitations regarding gifts offered to those in public service from vendors, potential vendors, regulated communities, and interested parties. The session also focuses on helping attendees understand the definition of public contracts under the Ohio Ethics Law and outlines the ethics prohibitions related to public contracts. This includes information regarding illegal authorization of public contracts, selling goods and services to public agencies, and nepotism prohibitions. A better grasp of this information will increase government effectiveness in public servants' ability to understand and comply with the Ethics Law while accommodating the needs of their public entities.</p>
<p style="text-align: center;">Fraud Case Study</p> <p>Elizabeth Akers, Senior Forensic Audit Manager, Ohio Auditor of State, Keith Faber, Auditor of State of Ohio, State of Ohio</p>	<p style="text-align: center;">Ohio Auditor, Keith Faber will join us and will introduce our Luncheon Speaker. Hear about the importance of internal controls and segregation of duties to prevent fraud and abuse within the organization by learning from weaknesses found in a case study that will be shared. Learn to identify the methods and programs used to audit for fraud.</p>

Banking: Relationships and Services

Kate Nelson, AVP, Treasury Management, First Commonwealth Bank, Mary Patton, Senior Vice President, CEPA Corporate Banking, First Commonwealth Bank, Krystle Kite, SVP Regional Treasury Management Sales Leader Sr. Treasury Management Officer, First Commonwealth Bank

Discussion of fostering and maintaining a positive relationship with your banker as well as an update on services available and fraud trends.

Selecting Project Delivery Models and Bidding by the Book and Prevailing Wage

Laura Bowman, Partner, Bricker & Eckler Attorneys at Law, Sean Seibert, Investigator Supervisor - Bureau of Wage and Hour Administration, Ohio Department of Commerce, Bureau of Wage and Hour Administration

Learn more about risk factors to consider when selecting a construction delivery model as well as what you need to know to make sure your library is following Ohio law when hiring a Design Professional, Contractor, Construction Manager at Risk, or Design-Builder – it's not just bidding anymore! Prevailing Wage: Learn the who, what, when, where, and why of prevailing wage requirements.

Investment Strategies

Ryan K. Nelson, CFA, Co-Founder/ Portfolio Manager, RedTree Investment Group

The session will provide an update on the current economic environment and how it is influencing interest rates. Current hot topics in the investment market will be discussed giving attendees up-to-date guidance on how to prudently invest funds. Learning Objectives: (1) discussion on key economic indicators and how they will influence the Federal Reserve's decision on the direction of interest rates; (2) understanding of how to prepare the Library's investments for potential rate increases in 2020; (3) discussion on how to best utilize allowable investment options to maximize interest earnings while mitigating investment risks; (4) increase their knowledge and awareness of economic indicators as well as learning how decisions made by the Federal Reserve influences interest rates; (5) gain a better understanding of how to prepare the library's investments if there is a continued increase in interest rates and what investment options are available to maximize earnings while minimizing risk.

Sunshine Laws and Open Meetings: Transparency in Public Library Finances

Mark W Altier, chief legal counsel, Auditor of State's Office, Michelle Francis, Executive Director, Ohio Library Council

In Ohio, the "sunshine laws" refer to Ohio's Public Records Act and Open Meetings Act. These laws are based on the idea that there should be transparency in government, with public access to records, meetings, and activities of government, including public libraries. This session will provide an overview of best practices for public records management and disposal for public libraries in Ohio. It will cover exemptions to the Public Records Act and how they specifically apply to libraries. How these laws affect your library's finances, including your investment policies, will be discussed. Plus, you'll also learn more about the Open Meetings Act and what library fiscal officers should know about the law.

Update from the Ohio Auditor of State's Office

Jesse Carroll, Quality Assurance and Technical Specialist, Ohio Auditor's of State-Audit Excellence Division Dayton Region

Learn the latest updates from the Auditor of State's office including GASB and credit card compliance. Gain a better understanding of the Auditor of State's Ohio Compliance Supplement.

**Segregation of Duties (SoD)
Matrix**

Jesse Carroll, Quality Assurance
and Technical Specialist, Ohio
Auditor's of State-Audit
Excellence Division Dayton
Region

Segregation of Duties is defined as the process where management divides or segregates key duties and responsibilities among different people to reduce the risk of error, misuse, or fraud. So that no one individual controls all key aspects of a transaction or event. In this session you will get an in depth look at testing procedures from the Auditor of State's office regarding segregation of duties. Learn more about the procedures that libraries with small business offices can institute to oversee all phases of fund management and maintain internal controls. You will gain a better understanding of the key internal control procedures capable of mitigating risks of fraud and error.

Ohio State House Update

Michelle Francis, Executive
Director, Ohio Library Council,
Jay Smith, Director of
Government and Legal Services,
Ohio Library Council

This presentation will provide an update on legislation that affects public libraries including the impact of the state's current biennial budget. Gain a better understanding of how the Public Library Fund (PLF) has historically been funded and distributed to counties and how current state revenues have affected recent distributions. You will also learn more about the various resources that the OLC can provide to fiscal officers and directors.