

Advisory Committee on Financial Management, Accounting and Reporting

Minnesota Department of Education Conference Center

Minutes of November 18, 2003 - 1:00–3:15 p.m.

Members in attendance: Barbara Anderson, Janna Duffy, Roger Heiden, Greg Hein, Greg Hierlinger, Pam Jensen, Phil Johnson, Julane Meyer, Margo Nash, Laura Nelson, Susan Paulson, Nancy Ramler, Tiffany Rodning, and Darwin Viker.

Others in attendance included: Dr. Thomas Melcher (MDE), Mr. Richard Guevremont (MDE), Ms. Audrey Bomstad (MDE), Mr. Ken Moos (MDE), Ms. Debrah Firkus (MDE), Ms. Yvonne Wilkes (MDE) and Dr. Charles Speiker (MDE).

Dr. Thomas Melcher and Mr. Richard Guevremont welcomed the members of the newly formed advisory committee. Mr. Guevremont explained the purpose of this first meeting as organizational. Dr. Melcher reviewed the new organizational structure of the Minnesota Department of Education (MDE).

Dr. Melcher introduced the *Charter* of the Advisory Committee (AC), its overall purposes, membership terms, operational procedures, and possible areas of study.

Mr. Guevremont called for nominations for a chair and vice-chair of the committee for a term of one year. A secret written ballot was used. Mr. Greg Hein was elected Chair and Ms. Margo Nash was elected Vice-Chair.

The procedures for agenda-setting and distribution of minutes were established whereby minutes will be taken by Department staff and e-mailed to members prior to posting to the web. Suggested agenda items from committee members can be sent to Mr. Hein and Mr. Guevremont. They will build the agenda for the upcoming meeting. In some instances, members may be contacted by e-mail for recommendations on topics that need to be addressed before the next scheduled meeting. MDE staff will assist the committee as requested. Ad Hoc committees will be formed as needed with the possibility of adding outside people for expertise.

Issues or possible topics included: the relationship between EDRS and UFARS including more training and better coordination, Post-Employment Benefits and severance, guidance in depreciation issues, short and long-term impact of restructuring UFARS, excess cost, GASB-34, reemployment, health and safety issues, school district oversight, accurate and comparable state level data, review of deadlines, training needs, structural balance, fund balance issues and subsequent years adjustments, issues related to closing books and data adjustment, MARSS and

STARS and the relationship to the other systems including a look at streamlining the overall system, need for historical comparability in budget projection models within context of ADM, unfunded mandates, organization and capacity of *Profiles* data, inconsistent use of levy adjustments-need for guidance, fund balance-early recognition, and use of the group as a feedback mechanism.

The next meeting will be scheduled for Wednesday, January 28, 2004 and March 24, 2004. The meetings will be from 12:00 noon to 3:00 pm. They will be held at TIES, Room 300.