

BACK TO THE BASICS



Oklahoma Municipal Clerks,
Treasurers and Finance Officials Association

Oklahoma State University
Wes Watkins Center, Stillwater
October 18–20, 2017
Pre-Conference, October 17, 2017



SPEARS
SCHOOL OF BUSINESS

BACK TO THE BASICS

Since 1957, the Oklahoma Municipal Clerks, Treasurers and Finance Officials Association (OMCTFOA) has promoted, enhanced and encouraged the professional development and standing of clerks, treasurers and finance officials through cooperative communication, education and training.

I encourage you to become a part of this organization and take part in the many educational and networking opportunities it offers. These include the Fall Conference in October at the Wes Watkins Center in Stillwater and the Spring Institute and Academy Sessions where OMCTFOA offers three scholarships for qualified members. This year will be our 61st Conference and the theme is "Back to the Basics" as we take a look back at the basics of our positions and how they can affect our futures. The conference dates are October 18th through 20th, and the pre-conference will be the 17th of October. OMCTFOA offers five first time attendee scholarships to the Fall Conference. Throughout the year there are many local and state seminars and workshops that offer valuable information to the clerks and treasurers. OMCTFOA also offers one scholarship to one of the National Conferences to a qualified member. All of the scholarship applications are on the web-site.

I am honored to serve as your 2017 OMCTFOA President. We have a great board that is already planning and working on your behalf. We are here to serve you and your needs, so please contact us. A list of the current board members will be on the web-site so we will be able to help answer any questions you might have concerning the conferences or a general question relating to city business. If you have any input regarding sessions or ideas you would like to see at the conference, please call me (918-423-9300 ext. 4956) or email me at cora.middleton@cityofmcalester.com.

As always I look forward to seeing you and participating with you in our 2017 activities.

Respectfully,
Cora Middleton, CMC
City Clerk
City of McAlester, Oklahoma

OMCTFOA Board and Conference Planning Committee

Cora Middleton
President
City Clerk, City of McAlester

Cindy Pollard
Past President
City Clerk, City of Harrah

Becca Ramsey
OSU Liaison & Institute Director
Program Coordinator, OSU, Stillwater

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Oklahoma City

Susan White
Reporter
City Clerk, City of Glenpool

Jason Muninger
GFOAO Representative
Finance Officer, City of Bartlesville

Tuesday, October 17, 2017 (Pre-Conference) • Wes Watkins Center, OSU-Stillwater

12:00 – 12:30 p.m.	Pre-Conference Registration	Foyer
12:30 – 2:30 p.m. <i>Institute Session</i>	Written Policies & Procedures <i>Speaker:</i> Pam Spinks, Director of Professional Development, Oklahoma Municipal Assurance Group <i>Moderator:</i> Becca Ramsey, OSU Liaison & Institute Director	Conference Room 108
<i>Academy Session</i>	Advanced-Group Think <i>Speaker:</i> Matt Bowler, Ph.D., Associate Professor of Management, Spears School of Business, Oklahoma State University <i>Moderator:</i> Becca Ramsey, OSU Liaison & Institute Director	Conference Room 109
2:30 – 2:45 p.m.	Break	
2:45 – 4:45 p.m. <i>Institute Session</i>	Group Think <i>Speaker:</i> Matt Bowler, Ph.D., Associate Professor of Management, Spears School of Business, Oklahoma State University <i>Moderator:</i> Becca Ramsey, OSU Liaison & Institute Director	Conference Room 108
<i>Academy Session</i>	Advanced-Written Policies & Procedures <i>Speaker:</i> Pam Spinks, Director of Professional Development, Oklahoma Municipal Assurance Group <i>Moderator:</i> Becca Ramsey, OSU Liaison & Institute Director	Conference Room 109

Wednesday, October 18, 2017 • Wes Watkins Center, OSU-Stillwater

8:00 – 9:00 a.m.	Registration	
9:00 – 9:30 a.m.	Opening Ceremony Presentation of Flags Salute National Anthem Welcome from OMCTFOA	Auditorium
9:30 – 10:00 a.m.	Break with Vendors and New Member Meeting	Exhibit Hall East
10:00 – 11:00 a.m.	General Session <i>Speaker:</i> Stan Clark, Founder and CEO, Eskimo Joe's <i>Moderator:</i> Cora Middleton, City of McAlester	Auditorium
11:00 - 11:15 a.m.	Group Photo/Board Photo	
11:15 – 12:45 p.m.	Luncheon – Recognition of CMC, MMC, CPFA & CPFO Recipients	Exhibit Hall West
12:45 – 1:45 p.m.	Concurrent Sessions	
	Insurance Overview-Panel Session <i>Speaker:</i> OMAG Panel <i>Moderator:</i> Cindy Pollard, City of Harrah	Conference Room 108
	Sales Tax/Use Tax <i>Speakers:</i> Bob Ponkilla, City Treasurer, City of Oklahoma City Matt Boggs, CPA, City of Oklahoma City <i>Moderator:</i> Kristi Hort, City of Nichols Hills	Conference Room 109
1:45 – 2:00 p.m.	Break with Vendors	Exhibit Hall East
2:00 – 3:00 p.m.	Concurrent Sessions	
	Resolutions and Ordinances <i>Speaker:</i> David Weatherford, Attorney, Birmingham, Morley, Weatherford and Priore <i>Moderator:</i> Brenda Hall, City of Norman	Conference Room 108
	OWRB Loans and Grants <i>Speakers:</i> Charles DeCoue, Lending Manager, OWRB <i>Moderator:</i> Cindy Pollard, City of Harrah	Conference Room 109
3:00 – 3:15 p.m.	Break with Vendors	Exhibit Hall East

3:15-4:15 p.m.	Concurrent Sessions	
	Codification <i>Speaker:</i> Krystal Hayes, Southwest Regionals Sales Manager, Municode <i>Moderator:</i> Cora Middleton, City of McAlester	Conference Room 108
	Budgets/Audits <i>Speakers:</i> Marcy Twyman-Crawford, CPA, Crawford & Associates <i>Moderator:</i> Janet Watts, City of Mustang	Conference Room 109
6:00-8:00 p.m.	Social Gathering <i>Sponsored by:</i> AMR and Capital Bank Card	Backstage Stillwater

Thursday, October 19, 2017 • Wes Watkins Center, OSU-Stillwater

8:00 – 8:45 a.m.	GFOAO Breakfast – Annual Business Meeting Members and potential members welcome	Conference Room 101
9:00 – 10:00 a.m.	Concurrent Sessions	
	Investment Basics <i>Speakers:</i> Chris Whatley, Plan Advisor and Portfolio Strategist, OMRF Katie Girardi, Retirement Plan Administrator, OMRF <i>Moderator:</i> Susan White, City of Glenpool	Conference Room 108
	Code Enforcement <i>Speaker:</i> Andrew Templeton, Code Enforcement Manager, City of Sand Springs <i>Moderator:</i> Brenda Hall, City of Norman	Conference Room 109
10:00 – 10:15 a.m.	Break	
10:15 – 11:45 a.m.	Concurrent Sessions	
	Hiring for Attitude <i>Speaker:</i> Pam Spinks, Director of Professional Development, OMAG <i>Moderator:</i> Susan White, City of Glenpool	Conference Room 109
	Hiring and Firing <i>Speaker:</i> Christy Luper, Human Resources Manager, City of Stillwater <i>Moderator:</i> Cindy Pollard, City of Harrah	Conference Room 108
11:45 a.m. – 1:15 p.m.	Lunch on your own	
1:15 – 2:45 p.m.	Concurrent Sessions	
	Hiring for Attitude <i>Speaker:</i> Pam Spinks, Director of Professional Development, OMAG <i>Moderator:</i> Susan White, City of Glenpool	Conference Room 109
	Hiring and Firing <i>Speaker:</i> Christy Luper, Human Resources Manager, City of Stillwater <i>Moderator:</i> Cindy Pollard, City of Harrah	Conference Room 108
2:45 – 3:00 p.m.	Break	
3:00 – 4:00 p.m.	Concurrent Sessions	
	Candidate Elections <i>Speaker:</i> Stephanie Black, Compliance Director, OK Ethics Commission <i>Moderator:</i> Cora Middleton, City of McAlester	Conference Room 108
	City/Town Hot Topics Panel <i>Moderator:</i> Lindsey Grigg, City of El Reno	Conference Room 109
4:30 – 6:30 p.m.	Free Time	
6:30 – 10:30 p.m.	Banquet and Entertainment <i>Sponsored by:</i> OMAG and Waste Connections of Oklahoma	Wes Watkins Center

Friday, October 20, 2017 • Wes Watkins Center, OSU-Stillwater

8:30 – 9:15 a.m.	OAPT Breakfast – Annual Business Meeting Members and potential members welcome	Conference Room 101
9:30 – 11:30 a.m.	Active Shooting <i>Speaker:</i> Centurion <i>Moderator:</i> Brenda Hall, City of Norman	Auditorium
12:00 – 1:30 p.m.	Luncheon – Annual Business Meeting Door Prizes (must be present to win)	Exhibit Hall West



Notice to Membership
There will be an agenda item at the annual business meeting to consider amendments to the OMCTFOA constitution. See www.OMCTFOA.com for detail of proposed amendments.



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AT SPEARS BUSINESS

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Oklahoma Municipal Clerks,
Treasurers and Finance Officials Association
59th Annual Conference

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