

State Budget Dilemma

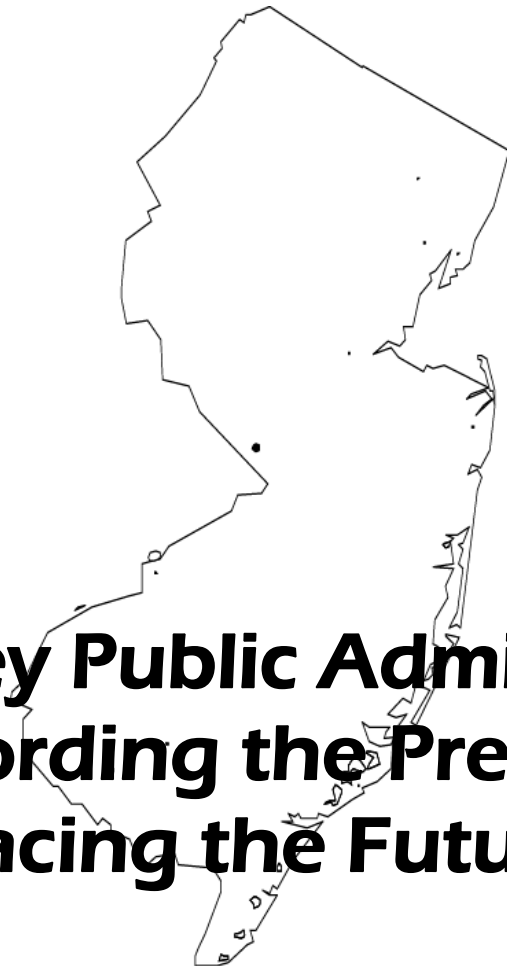
**Records Management
Technology Fixes**

**Forensic Accounting
and Auditing**

**Civil Service at
100 Years**

**Records Management
and the Law**

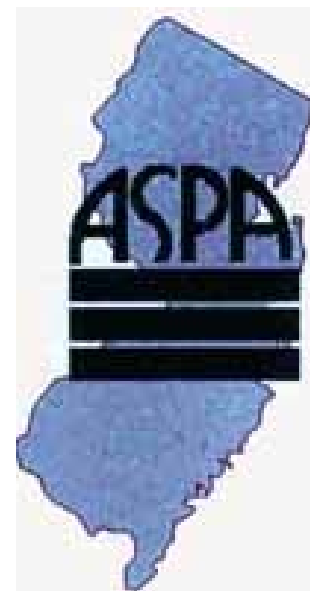
**Greening of
Government**



New Jersey Public Administration: Recording the Present, Facing the Future



**TRENTON
CHAPTER**



**Trenton Marriot at Lafayette Yard
Friday, April 25, 2008
Trenton, New Jersey**

Greetings!

On behalf of the Trenton Chapter of AGA and the New Jersey Chapter of ASPA, we are inviting you to join us in Trenton on April 25th at our 2008 Annual Symposium, **New Jersey Public Administration: Recording the Present, Facing the Future!** Please take a moment to read on and learn more about our event at the Trenton Marriot at Lafayette Yard.

This year's AGA/ASPA Symposium is the only hot-topic session for **government fiscal, policy, and management staff, and for the first time, records managers.** This year's speakers include:

- State Auditor and AGA National President, **Richard Fair**, discussing AGA's initiatives for improved government financial reporting;
- State Comptroller, **Matthew Boxer**, discussing the role of his office;
- Director of Princeton University's Policy Institute for the Region and former NJ budget director, **Richard Keevey**, discussing how the State got into its current fiscal condition.
- Acting State Treasurer, **David Rousseau**, discussing the challenges of the current budget and the future.

And for the first time, a separate track on **records management issues** targeted to government records managers at all levels of government

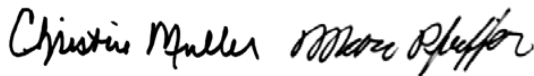
Why Attend the Symposium

In these fiscally challenging times, AGA and ASPA members know the stresses facing professional staff. Past Symposium attendees know the value of the Symposium; it is the only event of its type, bringing in State management and policy leaders and presenting a key opportunity for personal and professional networking. It is a unique opportunity for government professionals to enhance their skills, share knowledge, and compare experiences with peers. And you can't beat its location and low cost; **for a one day event, it is truly a convenient and cost effective bargain!**

Please spend a few minutes looking through our program and register now! We think that you will find its range and depth of content a truly one-of-a-kind event that covers critical issues facing today's government fiscal, policy and technology managers. We look forward to seeing you on the 25th.

For Trenton AGA and NJ-ASPA:

Christine Muller and Marc Pfeiffer



Program Co-Chairs

Symposium Program At-a-Glance

Registration/Exhibits	7:30am – 8:30am
Opening Remarks and Keynote Address	8:30am – 9:30am
Plenary Session	9:30am – 10:30am
Break	10:30am – 10:45am
Concurrent Workshop #1	10:45am – 12:00pm
Lunch/Exhibits	12:00pm – 12:45pm
Luncheon Presentations and Speaker	12:45pm – 1:30pm
Concurrent Workshop #2	1:45pm – 3:00pm
Break	3:00pm – 3:15pm
Concurrent Workshop #3	3:15pm – 4:30pm

Special Symposium Events

Opening Remarks and Keynote Address: 8:30am - 9:30am

The Symposium will open with the singing of the National Anthem. AGA President, Andy Pantelides and Symposium Co-Chair Christine Muller will greet the attendees and describe the morning's activities.

Keynote Presentation



Richard Fair, the New Jersey State Auditor will relate his experience over the last year as National President of the Association of Government Accountants and discuss AGA's initiatives for improved government financial reporting.

Plenary Session: State Fiscal Policy - How We Got Here, Where We Are, Where We're Going



Richard Keevey, Director of Princeton University's Policy Institute for the Region and former New Jersey budget director will discuss how the State got into its current fiscal condition, and **David Rousseau**, Acting State Treasurer, will discuss the challenges of the current budget and the future.

Luncheon



State Comptroller **Matthew Boxer** will discuss the role of the Office of the State Comptroller and how it expects to accomplish its mission.

Finance Track

Workshop #1 Introduction to Forensic Accounting

Forensic accounting uses an understanding of business information and financial reporting systems, accounting and auditing standards and procedures, evidence gathering and investigative techniques, and litigation processes and procedures to perform their work. Forensic accounting also increasingly plays a proactive risk reduction role by designing and performing extended procedures as part of the statutory audit, acting as advisers to audit committees, and fraud deterrence engagements. **Donald Conway** a nationally recognized expert from the Mercadien Group will present a basic primer for government accountants on forensic accounting and discuss his experience in high profile forensic accounting investigations.

Workshop #2 Applying Computer Forensics to Government Accounting and Auditing

Understanding how information is stored on computers and networks and how to recover that information as part of internal control improvement, conducting investigations, or as part of a disaster recovery effort is an important tool for today's accounting professionals. Presented by an expert in technology, this session will review the impact of technology on auditing and examine the importance of how to use this knowledge in the practice of forensic accounting and auditing.

Workshop #3 What Government Accountants Need to Know About Being an Expert Witness

Charles Potts, an agent with the Camden Field Office of the Federal Bureau of Alcohol, Tobacco and Firearms is an expert on being, well, an expert. He will review what a skilled professional needs to know about being an expert witness, and how to prepare for a court appearance as an expert.

Management Track

Workshop #1 Greening of Government

“Being green” is increasingly becoming a policy issue affecting government at all levels. But, what does “being green” mean to policy makers and managers? In this session, **Kevin Lyons**, Director of Purchasing at Rutgers, and an expert of green issues and how they affect government will offer an overview of green issues affecting government: from energy use and procurement, greenhouse gas emissions, and basic purchasing strategies. Then, **Alice Small**, Acting Director of Purchase and Property for the State will discuss the hands-on effort the State is taking to address its role in buying green.

Workshop #2 Civil Service at 100 Years: Building to the Future

On the cusp of its 100th Anniversary, the core of the State's human resources system, the Civil Service system is facing its greatest challenge. Designed for a different time and different needs, what does the future of the state and local classification, testing, and promotion look like? How can it meet the needs of a changing workforce and economic environment? What is its role in an increasingly complex labor-

management environment? Join moderator **Warren Barclay** of the Department of Personnel for a review of the history of the system; **Hope Cooper**, Director of Administration for Governor Corzine; **Sherryl Gordon**, Executive Director, New Jersey Administrative and Legislative Council 1 of AFSCME; **Hetty Rosenstein** of CWA Local 1037; and **David Beckett**, the head of the Governor's Office of Employee Relations for a timely and vigorous discussion of this critical government institution.

Workshop #3 State of the State's Fisc

Overshadowing all other issues facing New Jersey's state government are its fiscal challenges. Following up the morning Plenary discussion, a diverse panel of experts will discuss the fiscal challenges from their own perspectives. Guided by Rutgers' Eagleton New Jersey Project Director **Ingrid Reed**, join NJ Chamber of Commerce Senior Vice President, Government Relations, **Jim Leonard**, League of Municipalities Executive Director **Bill Dressel**, NJ Policy Perspective President **Jon Shure**, **Gregg Edwards** of the Center for Policy Research of New Jersey, and **Dr. Henry Coleman** of the Bloustein School at Rutgers will discuss the dilemma, with some help from the audience.

Records Management Track

For the first time, NJ ASPA and Trenton AGA will explore the challenges of managing public records. Public records managers are invited to the Symposium where a separate track will focus on the challenges and solutions that are available today, and a look at what's to come.

Workshop #1 Legal Challenges of Records Management

Karl Niederer, New Jersey's nationally respected and pioneering Director of the Division of Archives and Records Management will discuss the legal challenges facing records managers. Joined by **Joan Olawski-Snider, Esq.**, from the Department of Environment Protection, and a state government leader on the challenges of electronic records, together they will discuss e-discovery, records retention, and storage media; issues every agency records manager need to understand.

Workshop #2 Technology to the Rescue

How does technology help manage records legal challenges? To most in the field, it's a work in progress. This session, led by DARM Deputy Director **Albin Wagner** and DEP's **George Jaegers** will review how technology is assisting in the management of e-discovery, e-mail, and records archiving, and discuss where it needs to go to really rescue records managers.

Workshop #2 Technology to the Rescue

Scattered throughout State government are services that can help records managers at all levels of government manage their records challenges. This session brings in the hands-on people to discuss their services and how they can help records managers. **Barbara Goszka** of DARM Imaging Services will discuss microfilming and image system certification; **Bernie McLaughlin** from DARM will explain offsite storage solutions; **Jim Fruscione** from the Division of Revenue will describe their automated scanning services; and **Sean Curry** from DARM will discuss the PARIS program bringing new services to county and municipal government, and a preview of a new service that will automate the filing and approval of records destruction requests and will put records retention schedules online.

To Register for the Symposium

Group Registration:

- Complete a registration form for each member of the group and submit it with a list of all registrants and a contact name and phone number for the group.
- Each registrant's individual form should check the method of payment being used and the person's session selections.

All Other Registrants:

- Complete and fax or mail attached registration form.
- Be sure to check off payment type and session choice.
- Pre-registration is encouraged; registration at the door costs more!

Cancellation Policy

- If a registrant cannot attend, substitutions will be accepted.
- Cancellations will be accepted through 4:00pm on April 21, 2008.
- Cancellations received after this date and no-shows will be liable for payment in full.

Credit for AGA Continuing Education	
Level of Knowledge	Basic
Prerequisite	None
Advance Preparation	None
Recommended Credit	7 CPE Hours

Fees:

Registration Type	Fee
Pre-Registered AGA/ASPA Members	\$105.00
Pre-Registered Non-Members	\$130.00
Day of Event (at the door, no credit cards)	\$150.00
Full-Time Students	\$75.00

Registration includes all presentations, continental breakfast, Morning and afternoon refreshments, and a full course buffet lunch.

- Make checks and vouchers (no credit cards - do not mail cash) payable to:

**AGA - Trenton Chapter
Vendor ID # V530217158-03**

- Pre-registrations must be received by Monday, April 21st
- Send correspondence, faxes, payment and questions to:

**AGA/ASPA Symposium
c/o Evelyn Richardson
Office of the State Auditor
PO Box 067**

Trenton, NJ 08625-0067

Phone: 609-292-1259

Fax: 609-633-0834

Email: erichardson@njleg.org

Parking: Garage is adjacent to the hotel. The entrance is located on Warren Street. Discounted parking vouchers are available at the registration table.

Symposium Registration Form

Pre-registration Deadline: Monday April 21, 2008

Individual Information

Name:	
Title:	
Organization:	
Mailing Address:	
City:	State:
Email:	Phone:
Total Enclosed:	Fax:
<p>AGA Vendor ID is V530217158-03</p> <p>Make all documents payable to AGA - Trenton Chapter Please DO NOT SEND CASH</p>	

Payment Method	
NJ Check or payment voucher (Please enclose voucher)	<input type="checkbox"/>
Company Check	<input type="checkbox"/>
Personal Check	<input type="checkbox"/>

**Mail to: AGA/ASPA Symposium
c/o Evelyn Richardson
Office of the State Auditor
PO Box 067
Trenton, NJ 08625-0067**

Do you require a special meal or accommodations?

Please Explain: _____

Full Time Student Certification

School: _____

Major: _____ Undergraduate Graduate

I certify that I am a full time student in this program

Signature

Select One Concurrent Workshop Timeslots	10:45am To 12:00pm	1:45 To 3:00pm	3:15 To 4:30pm
Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Records Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Registration Type	Fee	Select
Pre-registered AGA/ASPA Members Chapter: _____	\$105.00	<input type="checkbox"/>
Pre-registered non-members	\$130.00	<input type="checkbox"/>
Day of Event (at the door)	\$150.00	<input type="checkbox"/>
Full-Time Students <small>Must complete certification above</small>	\$75.00	<input type="checkbox"/>