Day 2 – Thursday, June 11

Registrar credits pending approval

Schedule of Events

9:00a.m-10:15.a.m
How to Reduce the Incidence of Fraud in Municipal Operations

This session will provide insights on types of occupational fraud to be aware of as well as typical schemes used by fraudsters. We will detail specific internal control procedures to implement to minimize fraud and alert management of anomalies for detection. Cases will review no show jobs; payments where no services were provided; conflicts of interest; related parties; standards of conduct and disclosures; vendor overbilling; vendors ability to get paid twice; tax collector thefts; shared services inequities; missing equipment; misuse on municipal employees services; land and development deals. Discussion on additional contract provisions, audit and approval of completion of work, project oversight, budgets, and reporting. Introduction of increased transparency, segregation of duties, part time consultants.

Speaker:
Mayor Keith S. Balla CPA, PSA, ABV, CFF, CGMA, Partner in Charge on Forensic Litigation Valuation Group, PKF O'Connor Davies, LLP Mayor- Borough of Watchung, NJ

CEUs: CMFO/CCFO-1.5 ACCT; CTC-1.5 Gen/Sec; RMC-1.5 Fin; QPA-1.5 Off Mgmt/Gen Duties; CPA-1.5 Fin; NJCLE-1.5; CRP-1.5 Classroom; Planning Board Secretaries-1.25 Admin, Zoning Officials-1.25-Admin, Land Use Administrators-1.25 Admin: RPPO/RPPS-1.5 Management/Supervision

11:00 a.m. - 12:15 p.m.
Green Purchasing – Has It Wilted On The Vine?

Philosophically most local governments would like to believe in Green Purchasing. The realities and applications of these philosophies may tell a different story. This session will focus on the local realities of Green Purchasing and the small differences local governments can make to help fulfill the global Green Purchasing ideals.

Speaker:
Susan Jacobucci, Esq, Administrator, Boro of Paulsboro

**CEU’s:** CMFO/CCFO-1.5 Fin/Debt; CPWM-1.5 GOVT; RMC-1.5 Fin QPA-1.5 Green Purchasing, CPA-1.5 Fin; CRP-1.5 Classroom; NJCLE-1.5; RPPO/RPPS-1.5 Public Purchasing

1:30 p.m. - 2:45 p.m.
**Estimated Billing**

Speaker:
Danielle C Peacock, CTC, Hamilton Twp Tax Collector

**CEU’s:** CMFO/CCFO-1.5 Fin/Debt; CTC-1.5 R/B/C; RMC-1.5 Fin; CPA-1.5 Fin; CRP-1.5 Classroom

3:00 p.m. - 4:15 p.m.
**Public Purchasing Topic-E-Bidding**

Session details to come

**CEUS:** CMFO/CCFO-1.5 Fin/Debt; CPWM-1.5 GOVT; RMC-1.5 Fin; QPA-1.5 P/P, CPA-1.5 PD; CRP-1.5 Classroom; RPPO/RPPS-1.5 Public Purchasing

**Registration**

**Fees**
Member Rate: $115 per registrant
Non-Member Rate: $130 per registrant

**How do I register?**
Online: Visit the [Mini-Conference Registration] web page.

By mail: Download the registration form, complete and fax it with your voucher to 609-695-0151.

**Registration Questions**
Contact Donna Bijou at dbijou@njlm.org or 609-695-3481 extension 111.

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