NATIONAL ASSOCIATION OF STATE COMPTROLLERS
2019 Annual Conference Roundtables
Roundtable 3: General Topics
Friday, March 15, 10:55 – 12:00 Eastern Time

AGENDA

Moderator: Lynne Bajema – Oklahoma State Comptroller

1. Standardization and automation of accounts payable processing
   (Doug Cotnoir – ME)

2. Unclaimed funds assets held in reserve versus state CAFR recorded liability
   (Jim Kennedy – OH)

3. We struggle with getting our accountants in the proper classifications through our Personnel
   Department. Often it is hard to articulate the multiple duties into a few sentences. Would it be
   appropriate to build a working list of duties and responsibilities that come with being in the
   Comptroller’s Office? We are often compared to our agency accountant which are entirely different.
   Do other states use comptroller specific positions, etc.?  
   (Kathleen Baxter – AL)

4. What are other state’s laws/policies for encumbrances? Are they required (appropriated vs. non-
   appropriated funds)? What are the thresholds?  
   (Mike Smarik – AZ)

5. Are any other states using Google for: Email & Calendar / G-Suite products (Docs, Sheets, Slides) /
   Mass email?  
   (Mike Smarik – AZ)

6. Do state’s allow employees to initiate and make changes to their bank account for direct deposit
   information?  
   (Mike Smarik – AZ)

7. If your state uses an electronic registration process or website to allow payees to register for direct
   deposit, do you process a deposit test transaction to all bank accounts added, including manual
   entries? For payees who are government entities, how does your state determine the correct person
   or division to contact to ensure registration is completed and verified by the person(s) with the
   authority to register the banking information? Also, typically these entities, as well as some other
   payees, have multiple bank accounts. How does your state allow for registration of multiple bank
   accounts?  
   (Lynne Bajema – OK)

8. Before embarking on a new ERP implementation or significant upgrade, what task do you wish had
   been accomplish before the implementation started that would have made the process easier?  
   (Stacy Neal – MO)

9. Topics not covered on Roundtables 1 and 2

10. Other topics