

Improving Financial Reporting Processes

November 13, 2019

10:00 – 11:30 MDT

Registration Details:

GFOA Alberta (within Alberta)
<https://www.gfoa.ab.ca/events.php>

Bloom CME (outside Alberta)
<https://bloomcme.com/education/>



High quality reporting processes are essential! This webinar provides a comprehensive review of the reporting process and a path to improvement.

- ✓ **GFOA Alberta and Bloom CME are excited to have Stephanie Porter, CPA, CA, back to present a new webinar on improving reporting processes.**

- ✓ **Risk and Internal Controls Defined.**

Explore the relationship between risk of material misstatement and internal controls, and how they impact financial reporting processes.



- ✓ **Common risks and internal controls for key accounting and financial reporting processes.** There is no need to re-invent the wheel.

Resources provided with common risks and best practice internal controls in key financial reporting processes.



- ✓ **Gain new perspective.** Learn how to view your reporting and accounting processes through an auditor's lens to effectively evaluate and improve them.

- ✓ **Audit-ready documentation.** Learn your auditor's language and improve efficiency of the year-end audit process.



- ✓ **Looking forward: Managing reporting processes.** Habits are powerful. Learn how to create a successful routine for evaluating financial reporting processes and assessing internal controls on an ongoing basis.



- ✓ **Learning to let go.** Strategies for identifying ineffective or unnecessary internal controls in existing processes.



- ✓ **Project Planning.** Updating processes can be a daunting task. Strategies to effectively prioritize processes that will allow you to create the most impact in the shortest time.

- ✓ **Practical Methodology.** Simple, practical approaches to evaluating and improving financial reporting processes. Templates included to help get you started.

- ✓ **Managing change.** Develop a plan to engage stakeholders throughout the change process to ensure success.



Course Creator/Instructor
Stephanie Porter

Stephanie Porter is a Chartered Professional Accountant (CPA, CA) and former Controller for the City of Spruce Grove.

Stephanie has a passion for education and is a **course developer and instructor for the University of Alberta**. Stephanie has led **numerous improvements** to both the **reporting** and **audit processes** in her career and has a strong history of “**challenging the process**” to initiate innovation.

Some examples are:

- ✓ **Virtually eliminated overtime for accounting staff through process efficiencies**
- ✓ **Moved the organization from annual to monthly PSAS compliant financial statements**
- ✓ **Improved financial literacy of City Administration through the development and delivery of workshops for operational managers and finance personnel**
- ✓ **Implementing fully integrated budget and financial reporting software**

Stephanie is the lead Associate for curriculum development and instruction for Bloom’s reporting and audit stream.



Webinar Host
Tim Duhamel

Tim Duhamel is the **founder and President of Bloom Centre of Municipal Education.**

He is a municipal veteran whose **career has spanned over 21 years.** He has been a proud member of GFOA Alberta since 1998.

His passion is creating educational material and conducting lectures for municipal professionals. He has lectured as far away as Kiev, Ukraine for the Federation of Canadian Municipalities. Tim is the lead creator of education material and course delivery for Alberta GFOA.

His **municipal consulting practice** has numerous repeat clients in Alberta with ongoing projects ranging from:

- ✓ **General mentorship and in-house training**
- ✓ **Strategic planning (Council, Executive Team and department workshop facilitations)**
- ✓ **Leadership training, team building, Council/Admin relationship**
- ✓ **Process improvement reviews, change management, municipal scans, service reviews**
- ✓ **Financial plans, feasibility studies, priority reviews, long term operating and capital plans, priority-based budgeting, forecasting**

Tim is the former:

- ✓ **Manager** of Financial Planning for Strathcona County
- ✓ **Chief Administrative Officer** for the Town of Bruderheim
- ✓ **General Manager** of Community and Protective Services for the City of Spruce Grove



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