

SAN ANTONIO CHAPTER "NEWS"

ASSOCIATION OF GOVERNMENT ACCOUNTANTS

September 2007 Newsletter #3



2007-2008 Board Members are listed by position presented in this Newsletter. Secretary Angela Brown (assetcountonme@aol.com).



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In the News: Training Opportunities, Words that Sabotage your Resume.

President Message - Ernest Dabon

Ernest.Dabon@us.army.mil

Accolades, honors, hats off and praise to Mr. Jeff Hart, AGA National President, and the 8 members who traveled and paid their expenses to help the needed victims in New Orleans, LA as a result of Hurricane Katrina. In the National Newsletter Mr. Hart brought out that AGA members traveled from places as far as San Bernardino, CA, Denver, CO and Washington, D.C. I too am a victim and know what it's like to receive a helping hand. Housing is a very big problem that confronts New Orleanians as they begin the trek homeward. Another problem that surfaces when there is no housing is the long await or displacement of family members. I have relatives living in Baton Rouge and other parts of Louisiana, Utah, Georgia, New York and many more. Some family members were thinking about having a family reunion this summer just to keep in touch with those we know where they are. In addition, the aftermath of the storm has taken its toll on lives. Many displaced could not live under new conditions/surroundings. I'd like to thank Mr. Hart once again and the other gracious members who sacrificed self and funds to give humanitarian assistance. I for one, plan to be one of the first to sign-up for the AGA's return to the Crescent City in April/May 2008. Thanks again for all of your generosity!

President-Elect Message by Gwendolyn Sewell , CGFM

Gwendolyn.Sewell@brooks.af.mil

Welcome Back!!! Hopefully everyone experienced an AWESOME summer. We had a lot of "liquid sunshine" this summer which saved on watering our lawns. The Chapter Executive Committee had our 1st kickoff meeting which was a success. We thank our past officers for the fantastic leadership this past season and welcome our retuning and new officers as we strive to represent our membership with the latest and most timely information as it becomes available. Ensuring we are all afforded as many opportunities to broaden and/or strengthen our present and future careers.

We would like to recognize the following:

- Stacey LaMoy, CGFM - birth of daughter Megan Claire
- Ellen Hester, CGFM - birth of granddaughter Nicole Laird
- Gwendolyn R. Sewell, CGFM - birth of grandson Kaden Sewell

TX OK Regional VP-Elect Message by Helene A. Baker, CGFM, CFE
Helene.Baker@brooks.af.mil

AGA National President L. Richard Fair, CGFM, CPA, State Auditor of New Jersey accepts the gavel from Past President Jeff Hart at the June 56th Annual Professional Development Conference in Nashville, TN, for 2007-2008. The PDC named speakers includes Admiral Thad W. Allen, Coast Guard Commander and Mark Funkhouser, Kansas City, MO Mayor. Activities of the PDC start with posting of the colors and opening and closing entertainment by the Music City Trio. Over 1,200 participants attended the PDC and impressive are the organizational skills of our National office support staff keeping all running smoothly to verification of continuing educational credits. For photos of this event visit:

<http://www.sanantonioaga.org/photos/index.php?folder=/01%20-%202007/>

This year's Presidential Theme is *AGA: Promoting Intergovernmental Cooperation*. Mr Fair has been an active member of the Association of Government Accountants for thirty years. He has served as Regional Vice President and various positions in the Trenton Chapter including chapter president. Mr. Fair's experience to this position includes past president of the National State Auditors' Association, the Central Jersey Chapter of the Institute of Internal Auditors and past chair of the New York/New Jersey Intergovernmental Audit Forum. To read Mr. Fair's biography visit: <http://www.agacgfm.org/about/governance/president.aspx> . Join in this year's activities in advancing government accountability through AGA National upcoming events posted daily to your email account.

Treasurer Update by Richard Middleton, CGFM
rlmcollector@aim.com

Finance Report

Board approved following Expenses: September expense needs for speaker meal and gift and approved a \$500 Scholarship for University Texas San Antonio.

Beginning Balance 5/31/07	\$2,643.67
May Luncheon \$308 Chapter Dues \$10	318.00
Audio Conferences \$672 & Bank Fee \$3	<u>-675.00</u>
Balance 6/30/2007	\$2,286.67
May Luncheon \$22 Chapter Dues \$175	197.00
Bank Fee\$2	<u>-3.00</u>
Balance 7/31/07	\$2,480.67

Programs/Communications Update by Jesse Barrios
jlbarrrios@sbcglobal.net

Folks join us on September 26th for a lively discussion on “The Cost and Coping with Difficult People in the Work Place”. Mr. Powell has given over 2000 public presentations in his career. Also during the meeting, see AGA SA Chapter reward an attendee for contributing to AGA education activities.

AGA San Antonio Chapter Meeting/Educational Event Plan Schedule 2007 - 2008				
Date	Meeting Function	Speakers/Title	Subject	CPE
September 26, 2007	Chapter Meeting /Luncheon at Joe’s Crab Shack I-281 at Quarry	Texas State Representative, The Honorable Trey Martinez Fischer (To be confirmed. (TBC))	HB 285 - Relating to a consumer debt owed by certain military personnel called to active duty HB 871 - Relating to the total revenue exemption for the franchise tax.	1 hour
October 24, 2007	Chapter Meeting/Luncheon at Joe’s Crab Shack I-281 at Quarry	San Antonio Area Tourism Council (TBC.)	Cities Financial Impact/Management Tourism Dollars	1 hour
November 14, 2007	Chapter Meeting Educational Event Luncheon at PS&CO. PS&CO to provide lunch.	Regular meeting with Live NASBA Audio Conference	Performing Auditing	2 hours
January 23, 2008	Chapter Meeting/Luncheon location TBA	Texas State Securities Board – Speaker - TBA	Texas State Securities Board – How to Recognize Common Investment Scams and Fraud	1 hour
February 6, 2008	March 5 th meeting replaces month of February			
March 5, 2008	Chapter Meeting Educational Event Luncheon at PS&CO.	Regular meeting with Live NASAB Audio Conference	Environment Fraud	2 hours
March 26, 2008	Chapter Meeting Educational Event Luncheon at PS& CO. PS&CO to provide Lunch.	Regular meeting with Live NASAB Audio Conference	GASB Update	2 hours
April 23, 2008	Chapter Meeting/Luncheon location TBA - Vote Exec	Pete Gonzales, San Antonio, City Auditor	City Budget	1 hour

	Board/Scholarship Awards			
May 28, 2008	Chapter Meeting/Luncheon at Azuca Sabor Latino, Awards/Change Exec Board	Medical Command, Fort Sam Houston – Speaker - TBA	Challenges of Budget Resources and Research	1 hour

Web Master Editor Update by Floyd Daigle

The new website added feature of a 2007-2008 Calendar to the drop down menu in the blue bar. This month the website will feature a ‘Registration Form’ for both luncheons and audio conferences and will be published as a link in the event flyer. Visit the chapter website for updates on chapter activities at <http://sanantonioaga.org>. In addition, for a fast reference to our home page and the National web page click on links in blue bar located in the header of this Newsletter.

**CGFM/Early Careers Chair/Education Director/University Contact Update
by Jana Dudding
jdudding@satx.rr.com**

E + E + E =  Education + Experience + Examination

Need an extra incentive to apply for the CGFM Program today? Here it is: from September 1 until November 30, 2007 AGA will give a rebate of \$20 for CGFM applications received with the assistance of AGA chapters. See www.agacgfm.org/cgfm/ click on promotion.aspx for additional information.

We have our foot in the door at UTSA. AGA National is in contact with UTSA regarding the offer of CGFM classes. School has already started and it is too late to establish classes this semester but with your help it can become a reality. If any of you attended or know someone in the College of Business at UTSA give them a call and let them know what you support educating students in government accounting with a CGFM Certification class. Do you want to help earn points and money for AGA SA Chapter? Volunteer to spend a couple of hours at one of the next UTSA Career Days – September 20, 2007 and November 13, 2007. Be an influence in an up and coming accountant or finance students life. Share what AGA has done for you and what you have done with AGA. It must be fun, even Shad Sanders the Regional VP wants to attend. I will be there along with other members of the board like Ernest Dabon (President) and Gwendolyn Sewell, CGFM (President-Elect).

Thank you all for your support in the past and the support you will give in the future. Thanks to your membership dues and donations the San Antonio AGA Chapter is able to donate \$500 to the UTSA Accounting Scholarship Fund. Thanks a million for helping new peers achieve a monumental goal.

Membership Director Update by Sergio Vigil

Monyeman2000@yahoo.com

I am thinking about new ideas in how to recruit new members instead of the tradition methods. One idea is to go to other organization meetings like the Noon Lions, Kwiawas, etc another idea would be to go Local Community College and talk to students, Accounting Club.

Community Events Director: (Charitable Drives) by Joan Navarro, CGFM

Joan.Navarro@brooks.af.mil



BABY FOOD DRIVE. The challenge is on! The Greater Columbus AGA Chapter, Whiteman AFB, MO, has agreed to meet our challenge for the "Baby Food Drive"! Additionally, special thanks to the Concordia's Lutheran Church's for also supporting this laudable project. The church will be collecting Baby Foods on behalf on Grandparent's Day, September 9th.

BLOOD DRIVE. Don't forget to spread the word about the continual Blood Drive. From January to September 2007, reports indicate there have been three donations. If you donate blood, please remember to provide our sponsor number: SPON051653! Let's motivate others to support this worthy project. Your gift of life is greatly appreciated!



WREATHS ACROSS AMERICA. Wreaths Across America began in 2006 as an offshoot of the Arlington National Cemetery wreath project, which started in 1992 with the annual placement of 5,000 wreaths donated by Worcester Wreath Company of Harrington, Maine. The Wreaths Across America ceremonies are conducted largely by Civil Air Patrol (CAP) wings and squadrons with the help of veterans' organizations. This year, Wreaths Across America has asked CAP Units to help secure sponsorships for additional holiday wreaths to be placed in over 240 veterans' cemeteries across the country. In return for locating additional sponsors, CAP units will keep \$2 of every \$15 wreath sponsorship. As a Chapter Community Project, SA AGA will sponsor the Houston Inter-city CAP Unit (TX 444). **December 13, 2007 is the deadline to purchase the wreath sponsorship.** To receive points for our chapter for both

the program and donations, download and use the application form from the following website: (<http://i.b5z.net/i/u/2116718/i/WreathsAcrossAmerica1.pdf>). Please ensure squadron number TX 444 is recorded on the application form. Otherwise, the Chapter will not receive credit and the squadron will not receive the proceeds from each wreath the chapter sponsors!

Make checks payable to "CAP" and mail to the address:
CAPNHQ/DV, Wreaths -Across America, Hansell Street, Maxwell AFB, AL

The wreath-laying ceremonies will be held on December 15, 2007. Let's help remember the fallen and honor those who continue to serve our great Nation!

Training Opportunities

AGA National - AGA's Government Finance Case Challenge

It is with great pleasure that AGA announces its First Government Finance Case Challenge for October 15, 2007. The competition will expose students to a thought provoking government financial management case that they could face in their professional careers. Student teams will collaboratively analyze, present, and respond to a realistic government financial management situation. Students will compete with teams from various colleges around the world. The experience promises to challenge students' moral reasoning, provide a wonderful networking opportunity, and in the end, raise students' awareness of the importance of government accountability.

Date: 10/15/2007 - 10/29/2007
Location: Online
Contact Name: Jennifer I. Curtin, MPA
Contact Email: jcurtin@agacgfm.org
Contact Phone: 800.242.7211
Website: [AGA National - AGA's Government Finance Case Challenge](#)

Other - Building Your Fraud Examination Practice & Financial Institution Fraud

On the first day of this combo, instructor-led course you will learn the types of fraud examination services in demand and provide practical advice on how to market your services to those who need them most. Over the next two days of the combo course you will discuss the challenges and solutions related to fraud and financial institutions including cyber frauds and privacy issues. Relevant regulations such as anti-money laundering laws and practices, the Bank Secrecy Act, the USA Patriot Act and the Gramm-Leach-Bliley Act will be addressed with related and applicable anti-fraud solutions. In addition, the course will discuss what controls can be implemented to minimize the threat of both data and identity theft.

Other - Financial Statement Fraud

The complexity of financial statement fraud has received considerable attention over the past few years and will continue to cause concern. This course is designed for those who regularly review and evaluate financial statements. Auditors, both internal and independent, will benefit from an enhanced understanding of what the numbers mean and the increased ability to detect indicators of fraud. This two-day instructor-led course also discusses what the professional responsibilities of the financial professional are in relation to accuracy of the statements, especially in light of new legislation and revised fraud

Date: 6/18/2007 - 6/19/2007
Location: Boston, MA
Contact Name: Dianne Lloyd
Contact Email: dlloyd@acfe.com
Contact Phone: 800.245.3321
Website: [Other - Financial Statement Fraud](#)

standards.

Words that Sabotage Your Resume

By Alesia Benedict Reprint from TheLadders.com

Creating a winning executive resume isn't always easy. The strongest first step you can take is to build a strategy and choose the right words. This may seem simple, but in my experience working with thousands of resumes, one of the most common resume mistakes candidates make is not paying enough attention to strategy and word selection.

When most job candidates write their own resumes, they don't consider word choice. Their primary concern is getting down the basic information. What you might not realize is that verbiage is critical, and the wrong word choice can sabotage your resume.

When writing your resume, it's important to consider your audience. The average recruiter and/or hiring manager sees hundreds of resumes from qualified candidates for any given job opening. Resumes begin to look and sound the same. Using run-of-the-mill wording in your resume hurts your candidacy; you end up fading into the pile of hundreds of others instead of standing out.

Don't let this happen to you! Here are some words and phrases to avoid.

Soft-Skill Descriptions

A lot of job seekers feel they need to communicate their soft-skills to the employer to make them appear unique. There is nothing further from the truth. Soft-skills are claimed by nearly all job candidates and are so common that hiring managers pay no attention to them.

Soft-skill phrases to avoid or severely limit:

- excellent communication skills
- goal-driven
- strong work ethic
- multi-tasker
- personable presenter
- goal-oriented
- detail-oriented

Don't bore your reader with these overused and tired phrases. After all, no one writes that he/she takes long lunches, is lazy, and argues a lot with peers. Hence, it is much more effective to write descriptions that are action-based and demonstrate these abilities rather than just laying claim to them; show, don't tell.

For example, rather than just stating you are an "excellent presenter," you could say something like "Developed and presented 50+ multi-media presentations to C-level prospects resulting in 35 new accounts totaling \$300,000 in new revenues."

Age, Health, Appearance

Many executives haven't had to write a resume in years. Either they've been promoted progressively from within or have been recruited aggressively by other companies. Now they're facing that scary time known as pre-retirement, and they fear age discrimination. They feel they can counter this perceived hurdle by giving a description of their age or health to "prove" they are not ready for the nursing home! But rather than helping your resume, this approach significantly hurts it. Not only are you toying with hiring laws, but you also make the very issue you are trying to hide stand out in neon letters.

Age, health, appearance phrases to avoid:

- young
- energetic
- youthful
- athletic
- fit
- healthy
- professional appearance
- mature

I recently saw the following on a resume: "Healthy, young-at-heart executive ready to make a difference rather than play golf all day. Trim, fit marathon runner seeks position as National Sales Director." This person might as well have written "57 year old male terrified of age discrimination and worried that he'll be passed over for a younger candidate". While being a marathon

runner is an accomplishment at any age, it doesn't belong on your resume.

Passive Voice

Many people write in passive voice because it's how we've been taught to write "formally." This habit-driven writing style is prevalent in self-written resumes. The problem with passive voice is that it is just that - passive! A resume needs to have punch and sparkle and communicate an active, aggressive candidate. You can't achieve that while using the passive voice.

Phrases indicative of the passive voice:

- responsible for
- duties included
- served as
- actions encompassed

Rather than saying "Responsible for management of three direct reports," change it to "Managed 3 direct reports." It is a shorter, more direct mode of writing and adds impact to the way the resume reads.

On the other hand, while action verbs are great, be sure you don't overdo it.

Here are some over-the-top phrases I have actually seen on executive resumes:

- smashed numbers through the roof
- electrified sales team to produce
- pushed close rate by 10%

Remember to keep your resume professional. Don't go overboard trying to use phrases with shock value!

Myers-Briggs and DISC Profiles

Many job seekers have gone through personality and style profiles such as the Myers-Briggs Type Indicator or the DISC Profile. While the results from these evaluations can be invaluable to the job seeker for evaluating an opportunity in terms of "fit", employers and recruiters are more interested in performance results. Do not inadvertently "pigeon-hole" yourself by including your profile results in the resume.

Carefully Considered Word Choice

A resume is a marketing document for your career just

as a brochure is a marketing document for a product or service. Companies put careful thought and consideration into each and every word that goes into marketing copy and you should do the same in your resume. These words represent you to the recruiter when you cannot be there to speak for yourself, so they need to showcase you in a powerful way. In a perfect world, these things would not matter, but in the reality of job search today, they matter a great deal. Be wise -- stop and give some thought to the words you choose to use.

"Winning success comes with endurance and endurance comes with patience."

Helene Baker
