

## **League Professional Development Seminar**

*"Budget, Ethics, and Procurement Updates"*

**March 4, 2020**

8:30a.m.-12:30p.m.

Conference Center at Mercer

1200 Old Trenton Rd

West Windsor, NJ 08550

At this seminar, attendees will receive important updates and information from the Division of Local Government Services on the topics of:

### **Budget and FAST Updates:**

- Review of the Financial Automation Submission Tracking Solution (FAST)
- Review recent Division of Local Government Local Finance Notices and review recent policies and regulations.
- Get an update on CY 2020 budget issues and any legislation that may affect them
- Review current issues affecting finance officers

### **Ethics:**

- Ethical Conduct
- Local Government Ethics Law
- Standards of Conduct
- Financial Disclosure
- Ethical Media Challenges
- Criminal Code
- Case Studies

### **Procurement:**

- Update on new legislation
- Administrative Code updates,
- Change Site Conditions
- E-Procurement

### **Schedule of Events:**

8:30a.m. -9:00a.m. Registration, networking and continental breakfast

9:00a.m.-10:00a.m.- Budget and Audit Updates

10:00a.m.-10:05a.m- Networking Break

10:05am-11:05a.m- Ethics in Municipal Government

11:05a.m.-12:30p.m- Procurement Updates

### **Presiding Mayor:**

**Honorable Hemant Marathe**, Mayor of West Windsor Township

### **Presenters:**

**Cynthia Lindsay, Assistant Director**, Division of Local Government Services, Department of Community Affairs, State of NJ

**Susan Jacobucci, Esq**, Administrator, Borough of Paulsboro

**Michele Meade, Municipal Technical Advisor & Procurement Specialist**, Division of Local Government Services, Department of Community Affairs, State of NJ

**REGISTRATION FEE: Member Rate: \$75.00\* Non-Member: \$95.00**

\*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

### **To Register:**

-Visit [www.njlm.org/seminars](http://www.njlm.org/seminars)

- Go to the date you are attending

-Download registration form, complete and fax it with your voucher to (609) 695-0151 or e-mail to [dbijou@njlm.org](mailto:dbijou@njlm.org)

Questions about registering – contact Donna Bijou at [dbijou@njlm.org](mailto:dbijou@njlm.org) or 609-695-3481 extn 111

**CEUs : CMFO/CCFO-1.0 Acct,1.0 Bud,1.0 Fin/Debt Mgmt,1.0 Eth;CTC-1.0 Gen/Sec,1.0 Eth;CPWM-2.0 Govt,1.0 Eth;RMC-3.0 Fin,1.0 Eth;QPA-1.0 P/P,2.0 Off Admin/Gen Duties,1.0 Eth;CRP-3.5 Classroom;NJCLE-4.0 including 1.0 Eth;PACLE-3.5\*;RPPO/RPPS-1.0 P/P,2.0 M/S, 1.0 Eth;CPA-3.0 Fin, 1.0 Eth;CPC-3.5; Planning Board Secretaries-2.0 Admin, Zoning Officials-2.0 Admin, Land Use Administrators-2.0 Admin; Registrar 1.0 Eth**

*\*PACLE Course Fees-PACLE courses require the attendee to pay a separate fee (not including registration fees) to obtain credits. PACLE credit forms can be downloaded from the League Seminar Page [www.njlm.org/seminars](http://www.njlm.org/seminars)*

**IN CASE OF INCLEMENT WEATHER OR CANCELLATION:** We will announce emergency seminar or webinar cancellations via recorded announcement on our Weather Hotline: 609-695-3481 ext. 200 and post announcements on our website [www.njlm.org](http://www.njlm.org) , Facebook page [facebook.com/njleague](https://facebook.com/njleague), and Twitter [@NJ\\_League](https://twitter.com/NJ_League) after 6:00am on the morning of the meeting.