



CMFO NEWS

Certified Municipal Finance Officer

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Q&A for the New CPE Requirements

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INSIDE THIS ISSUE

- 2 CPE Reminder
- 3 CMFO Spotlight
- 4 CMFO Updates
- 6 Comptroller Free Training
- 7 GFOA Conference
- 8 TML Conference
- 9 Training Opportunities
- 10 Congratulations Graduates

The CPE annual requirement for all CMFOs and CPE only cities has changed and is effective for the 2021 calendar year.

What does this mean to you? It means that you will be required to obtain a minimum of 16 hours of CPE for 2021 and subsequent years rather than the 24 hours of CPE that was previously required. However, all 16 hours are required to be “financial” and will need to be completed before December 31st. Previously, CMFOs were allowed to obtain 8 hours of “other nonfinancial CPE”. CPE must be reported in the CMFOA system no later than the end of February 2022 to receive credit.

I took CPE in 2020 and was not required, will these hours carryover? Yes, if you took CPE on or before December 31, 2020, and submitted the hours before the end of February 2021, these hours will be permitted to carryover to 2021 and count toward your 16 hour requirement.

Why are my carryover hours from 2019 not counted toward the 2021 requirement? Carryover hours have never been recognized beyond one year because the hours become outdated. It is important to stay current with the latest events and changes affecting local governments.

How will carryover hours be counted in the future? Carryover hours will no longer be allowed going forward as part of the amendment to TCA 6-56-404 effective on May 25, 2021.



Cordell Hull Building
425 Rep. John Lewis Way N.
Nashville, Tennessee 37243
Phone: 615-401-7841
Fax: 615-741-6216



Can I take advantage of the CPE offered by the Comptroller's Office in the fall? If you are a certified CMFO, you will have the opportunity to participate in the CPE offering that will take place at different locations across the state. If you are current and active in our CMFOA system, you will be notified of the details for the upcoming events via the personal email you have on file in the system. Be sure to keep your contact information current in our CMFOA system.



I have completed the CMFO program. Will I be required to take CPE the same year? Although not required to take the 16 hours of CPE the initial year of graduating from the CMFO program, the Comptroller's office strongly encourages you to take CPE whenever possible to strengthen your skills, knowledge and education.

When will I receive my CMFO certificate? Certificates are typically mailed two times during the year - March and December. When your application for the certificate is approved, the confirmation email with the completion date serves as your notification of being officially certified and active even though the certificate is mailed later. Additionally, you may use the CMFO designation on your business cards and your correspondence once you have received the confirmation email from our office.

Why are my LinkedIn Learning classes disallowed? Many CMFOs and CPE only individuals are uploading CPE certificates received from LinkedIn Learning courses and finding that their submissions are disallowed. Only specific LinkedIn Learning classes are accepted by our office. The list of acceptable LinkedIn classes can be found on the NASBA class sponsor registry, but don't forget that it must be "financial" in nature to qualify. Many of the LinkedIn Learning curriculum are "other nonfinancial" type hours and will not count toward your required 16 financial hours. For approved LinkedIn Learning courses, search the NASBA website [linked here](#).

Who can I contact to find out more information about the CMFO requirements and CPE? You can contact Mark Fawver at mark.fawver@cot.tn.gov or 615-747-8851. We encourage you to continue asking questions and would love to hear from you.



CPE

Continuing Professional Education

The deadline for all CPE hours is
December 31st.

CERTIFIED MUNICIPAL FINANCE OFFICER SPOTLIGHT: **Lynn McClurg**

*Chief Financial Officer and City Recorder
Sevierville, TN*



What interested you in the CMFO program?

Quite honestly, I signed up for the program only because it was a state requirement. It wasn't until attending the first class that I appreciated what was being offered. I was very pleased with the level of detail in the courses, the expertise of the instructors and the overall effort that went into program design. I learned valuable information in each and every class.

How would you say the CMFO program has impacted your position?

It has made my compliance with state and GASB a bit more on target. We are ten years past those classes now and I find the manuals that are sent to us each year very helpful. Instead of researching TCA, I am able to quickly access the manuals and find information written in a very comprehensive manner. It saves me a great deal of time.

What would you say to anyone thinking about participating in the CMFO Program?

I think that the fact that our city of less than 20,000 citizens has four CMFOs speaks a lot to our belief in the program. Any person employed in City Administration or City Finance will find that they gain an improved understanding of Municipal Finance while studying these courses. Don't be intimidated by the exams – you can get through them – and you'll feel a great sense of accomplishment when you do!



CMFO UPDATES



CMFOA/CARS Account Security

Please help us keep your CMFOA account secure. Your individual account is just that, “Individual.” If you retire from or leave the municipality, your replacement will need to create their own individual CMFOA account and, if applicable, a CARS account. We will track your CPE progress in your CMFOA account and your annual compliance will be reported in your CARS account. Also, our system requires a password reset periodically. If you only login one time during the year to upload your CPE certificates into your CMFOA account and to report your annual compliance in your CARS account, *be prepared to reset your password.*



We began a previous edition of the CMFO newsletter by answering questions you had that would help you and other CMFOs. If you have questions about CPE, CMFO status, penalties, CMFO requirements for cities, or other similar topics, send them in.

Questions may be submitted to LGA.web@cot.tn.gov.

Annual Compliance Reporting Form



As a reminder, the Annual Compliance Reporting Form on the CARS system is to be completed annually. This form is used to report the municipality's current status related to compliance with the CMFO Act. Municipalities will need to complete this form during April of each year.

Questions regarding the reporting cycle should be sent to LGA.WEB@cot.tn.gov.

Changing Status?

A person may request a change in their status from active to inactive at any time, as long as they meet all of the conditions. Those conditions consist of: your current CMFO status must be active and your CPE status is listed as none or current. You will then be eligible to change your status from active to inactive.

Please notify the Division of Local Government Audit, either by mail or email, indicating your request to change your status. We will send you a form to fill out and return back to us. For more details about status changes, click the link below.

[CMFO Policies and Procedures](#)

The Comptroller's Office is offering

FREE CPE

16 Hours | CMFO & CCFO Training Only

3 LOCATIONS:

Knoxville, TN - October 7-8, 2021

Jackson, TN - October 25-26, 2021

Nashville, TN - December 1-2, 2021

[Click here to Register](#)

These events will be held in-person

The Nashville location will offer a virtual option

TOPICS INCLUDE: GASB UPDATES, AMERICAN RESCUE PLAN FUNDS, CYBER SECURITY, INTERNAL CONTROLS, BUDGETS, DEBT, AUDITS AND SO MUCH MORE!!



REGISTRATION IS OPEN!

TGFOA has set the date for our
2021 Fall Conference:

SEPTEMBER 30 - OCTOBER 1, 2021

EMBASSY SUITES

MURFREESBORO, TN

12 Hours of CPE and Opportunities for Networking
Learn more at www.tngfoa.org



**81ST ANNUAL
CONFERENCE & EXPO**

**SEPTEMBER 18 - 20, 2021
CHATTANOOGA CONVENTION CENTER
CHATTANOOGA, TN**

Learn additional info on their website
www.tml1.org

Upcoming Training Classes/Conferences

CPE Provider Training Opportunities

(The following list is not a preapproval or endorsement of the provider organizations, nor do we provide any assurance regarding classes offered by the organizations.)

ACFE (Association of Certified Fraud Examiners)
<http://www.acfe.com/>

ACPEN (Accounting CPE Network)
<http://www.acpen.com/>

AGA (Association of Government Accountants)
(CGFM)
<http://www.agacgfm.org/>

AICPA (American Institute of Certified Public Accountants) CPEExpress
<https://www.aicpa.org/cpeandconferences/cpe-selfstudy.html>

Checkpoint Learning CPEasy
<http://www.cpeasy.com/>

Continuing Academics CPETutor
<http://www.cafacpe.com/default.aspx>

GFOA (Government Finance Officers Association)
http://www.gfoa.org/index.php?option=com_content&task=view&id=28&Itemid=49

Local Government Corporation
<https://www.localgovernmentcorporation.com/drupal7/>

MTAS
<http://www.mtas.tennessee.edu/training-calendar-0>

NASACT (National Association of State Auditors, Comptrollers, & Treasurers)
<http://nasact.org/>

TGA (Tennessee Gas Association)
<http://www.tngas.org/>

TCMA (Tennessee City Management Association)
<http://www.tncma.org/>

TGFOA (Tennessee Government Finance Officers Association)
<http://www.tngfoa.org>

TSCPA (Tennessee Society of Certified Public Accountants)
<http://www.tscpa.com>

TVPPA (Tennessee Valley Public Power Association, Inc.)
<http://www.tvppa.com/>

Tyler Technologies
<http://www.tylertech.com/>

Western CPE
<http://www.westerncpe.com/>



Congratulations 2020 and 2021

Certified Municipal Finance Officers

2020

Robert Arnold
Stephanie Belcher
Molly Benderman
Santha Bone
Jereka Bridges
Amanda Browning
Calvin Chen
Regina Connelly
Ashley Cook
Lindsey Crosby
Jessica Cunningham
Nicole Curtis
Michelle Dailey
Matthew Dale
Terry Davis
Teiandria DeMoss
Samantha Denton
Kari Doeppke
Robert Drake
Jamie Dupre
David Edwards
Angelique Franzoni
Tina Garcia
Samuel Guin
Samantha Haines

Anita Hays
Warren Hogue
June Horner
Melissa Huskin
Loan Huynh
Terra Lawson
Fang Liu
Melanie Maner
Robert Manning
Savannah Maupin
Leigh Mills
Samantha Moore
Paula Murray
Kay Parker
Michelle Parvin
Heather Pickett
Tiffany Pope
Sarah Roberts
Adrienne Royals
Sharon Sepik
Allison Smiddy
Brittany Spence
Kristie Talley
Linda Tedford
Keshia Troutt
Warren Walls

Jenny Ward
Tammy Watts Rochester
Lindsey Wolfenbarger
Latoria Yarbrough
Alicia Young

2021

Jennifer Bautista
Christina Binkley
Latoya Cohen
Doreen Cook
Miranda Davenport
Ariacne Dykes
Suzanne Geerholt
Shelly Gribble
Sommar Jaynes
Catherine Keck
Kaleb Mullins
Sue Odom
Matthew Piland
Robert Rankin
Samantha Smeltzer
Jaymee Westover
Bailey Whited
Tutional Williams



Municipal Technical Advisory Service
INSTITUTE for PUBLIC SERVICE

