

## PROGRAM SCHEDULE | FACILITATOR: JAN HAAS

8:30 – 9:30

**SESSION 1 — FORM 990 & OTHER GOV. REPORTS - PURPOSE, DESIGN & FEATURES****Presenter — Dave Moja, CEO — Moja & Company (GA)**

**Overview:** A growing burden for all institutions is the extensive array of government reports that have very specific reporting requirements. What are these reports – their distinctive purposes, features and design along with insights about the information you need to provide. What are warnings you should heed and encouragement you may need, including . . .

- ▶ **A survey and unpacking of current governmental reports**
- ▶ **Understanding what is being requested or required**
- ▶ **Observing important lessons from pertinent examples**

9:30 – 10:00  
10:00 – 10:30

Q&amp;A Discussion

Refreshment Break

10:30 – 11:30

**SESSION 2 — OVERSIGHT OF INSTITUTIONAL PAYROLL AND EMPLOYEE BENEFITS****Presenter — Mark Griffin, CEO; In His Name HR (PA)**

**Overview:** Regardless of the exigencies of the pandemic or other crises, all employees expect payroll and other vital employee benefits to happen on schedule and without mistakes. This makes oversight of payroll and employee benefits a top priority of smart CFO's. How do distinguished CFO's effectively manage both payroll and employee benefits? What are systems and best practices to consider? What are reasonable benefits to provide? Walk through the labyrinth of related issues with an expert in HR policies and practices, including . . .

- ▶ **Knowing best practices for cost effective and efficient payroll services**
- ▶ **Reviewing the pros and cons of various employee benefit packages**
- ▶ **Managing an effective employee benefits system**

11:30 – 12:00  
12:00 – 1:30

Q&amp;A Discussion

Lunch — Regency Foyer — *Sponsored by Servant Solutions*

1:30 – 2:30

**SESSION 3 — CONTROLLING PRESCRIPTION DRUG COSTS****Presenter — Larry Foster — America's Pharmacy Source (IN)**

**Overview:** One of the key responsibilities of Financial / Benefits departments is the care for the health of your employees. This includes the appropriate prescription benefit program that offers price savings to both the employee and company. How do astute CFO / Benefit Managers survey the Prescription Benefit Management (PBM) industry and make the right decisions? What provisions should and could be provided at a competitive price? Think through these issues and consider creative options for serving your employees better, including . . .

- ▶ **What's driving up prescription drug costs?**
- ▶ **What are key industry terms to help you understand better?**
- ▶ **What are the creative Options you may consider?**

2:30 – 3:00  
3:00 – 3:30

Q&amp;A Discussion

Refreshment Break — Regency Foyer

3:30 – 4:30

**SESSION 4 — ESSENTIAL FEATURES, DELIVERABLES & INTERPRETATION OF A SOUND FINANCIAL AUDIT****Presenters — Jan Haas, Partner; CFO Colleague (PA)**

**Overview:** Every accredited institution is expected to receive a good quality annual audit including a management letter. What should you expect from this vital report – the essential deliverables? And what are the essential features you should understand in your audit. What are best practices for analyzing your audit and interpreting this to various stakeholders. Consider . . .

- ▶ **Understanding the nature and features of a sound financial audit**
- ▶ **Knowing what your audit statement means – prudent understanding**
- ▶ **Sharing the right audit information – sound interpretation to whom and when**

4:30 – 5:00  
6:00 – 7:30

Q&amp;A Discussion

Connections Dinner – Ballroom C/D