

## **CCF Phone Conference Agenda**

**02-18-2014**

Every Third Tuesday of the Month 10-11 am

**Call-in number: 1-877-336-1831**

**Access Code: 5335146**

**Introductions:** Roll-call and introductions in the room

### **CCF updates:**

- Frequency of the CCF monthly phone conference
- 207/206b monthly submissions
- CJO payment information

### **County Updates:**

- Open for questions, updates, and/or discussions

## **CCF Phone Conference Meeting Minutes**

**02-18-2014**

### **Introductions:** Roll-call and introductions in the room

Maggie Thomas, Janie Ross, Heather Rosales and Angela Jenkins were in the room. There were 54 callers on the call.

### **CCF updates:**

- The frequency of the phone conference will be reduced to once a quarter. The next conference call is scheduled for May 20, 2014, 10-11am.
- The new county assignments will be sent out in about a week. Any questions and concerns can be sent directly to Maggi Thomas at [Thomasm12@Michigan.gov](mailto:Thomasm12@Michigan.gov).
- Noel assured everyone that there will not be drastic changes to the county assignments.
- Janie Ross explained that the analysts are looking at the expenditure detail in the 207/206b. Payments vouchers will be requested for the amounts in the general ledger that are not clearly detailed.
- Suggestions were made to the participants to highlight or circle items in the general ledger; to help with identifying those items on the 206b/207 forms.
- Margret Olesnavage from Marquette County added a comment about the 206b/207 forms. Additional documentation for the 206b/207 will be sent to CCFMU or telephone contact will be made. Janie indicated that phone calls are appropriate if TA is needed.
- Final comments regarding the 206b/207 forms, Noel Thelen stated, that CCFMU has to compare the numbers on 207/206b to the general ledger and make sure they are identical.
- CJO payment concerns were discussed; some payments have not yet been received. Counties were informed to check the month of November for the time period of Oct. - December 2013. The CJO payments for January - March billings have to wait until the end of the week for payment.
- Maggi reported that four counties were awarded the Buy4Michigan grants: Otsego, Gratiot, Cass, and Lake County. Those counties that did not receive the award will be notified and have an opportunity to discuss and ask questions with Soleil Campbell. Soleil Campbell is the contact for this process. Maggi thought that 7-8 counties submitted bids for Buy4Michigan, but wasn't sure of the exact number of counties.

