

Minutes

Accounts Receivable Core Committee (ARCC)



Meeting Date: June 18, 2019 2:00pm-3:00pm

Location: Executive Building, Conference Room B

Attendees: Heidi Baker (DHS/OHA), Sheila Banke (DOJ), Brad Batchelor (PUC), Amy Brewer (OYA), Gerold Floyd (DAS-SWARM), Todd Evans (DOR-OAA), Craig Kiernan (OHCS), Doug Kleebe (ODOT), Rebecca Level (ODE), Katya Medvedeva (DAS), Cindy Mora (CCB), Monique Murphy (HECC), Sue Nunley (DOJ), Dora Olivan (DCBS), Matt Powell (DPSST), Cindy Stockstill (OPRD), Katie Titus (OSP), Karla Wilmschen (SOS)

Attendees by phone: Rosa Carbaugh (Aviation), Susan Cha (OCB), Marie Elkins (PERS), Kim Gladwill-Rowley (LCB), Jeff Hanson (HRLB), Jennifer Hodgdon (Lottery), Sara Lotten (DOC), Jill Reece (OYA), Allan Rempel (OCB), Ellie Shoholm (OED),

ITEM	ACTION, DISCUSSION
Welcome and introductions	
SWARM announcements	<p>Theresa Gahagan is the new SWARM coordinator. Theresa comes to SWARM from the Board of Accountancy where she did double duty working as an investigator and accounts receivable reporting. Theresa is originally from California and lives with her husband, of 39 years, in Lake Oswego. (yes, she was married at the tender age of 1!) Theresa and her husband have one daughter who is an architect practicing in the San Francisco Bay Area. Theresa and her husband enjoy traveling and earlier this year visited Machu Picchu and the Galapagos'.</p> <p>Please join us in welcoming Theresa to SWARM!</p>
Legislative update	<p>Gerold shared the current status (committee assignments, hearing dates, etc.) of bills that SWARM is observing during the legislative session (see attached list).</p> <p>Six bills are still in process (1 is waiting for the Governor's signature), 7 bills have passed and been signed by the Governor, 5 bills died in committee back in March.</p>
Fiscal year end reminder	<p>SWARM wants to remind all agencies that fiscal year end is almost here and if there are any accounts that are subject to assignment to DOR time is running out for you to get that done before June 30. If an account is subject to assignment (it is liquidated and delinquent and has not had a payment for 90 days) but has not been assigned, the LFO report requires agencies to call out those accounts. To avoid this, complete all required assignments prior to June 30.</p> <p>Any accounts that are subject to write-off based on the criteria in OAM 35.50.10 (paragraph 104) should have those entries made before June 30. For agencies that use SFMA for their accounting, the write-off entry must include the reason for the write-off in the MPCD field (paragraph 109)</p>

<p>FY 2019 agency highlights, what changes did agencies make this year, what impacts did those have, what is coming up for FY 2020?</p>	<p>SWARM asked for agency feedback on what agencies have done to improve collections processes and what kinds of impacts those have made. In addition, what types of changes are agencies planning for FY 2020?</p> <p><i>DCBS-</i> The quarterly reporting of performance measures resulted in follow up with program areas to create awareness for the need of data and better compliance with OAM requirements. IT staff were involved to identify data from different systems. Overall the results have been positive for compliance.</p> <p><i>ODOT-</i> The central services unit has been tasked with developing and reporting on performance measures while also mapping processes. Collections overall are flat, but the increased awareness from the process mapping has been useful.</p> <p><i>OHCS-</i> Two years ago, agency programs did not follow a common set of policies or procedures for accounts receivable and finance was not typically involved in the process. Now almost all programs follow central procedures for A/R and finance is involved to make sure proper follow up is done in accordance with the OAM and assignment to DOR occurs on time. These changes have improved the agency collections. OHCS is hoping that DAS and DOR can assist with a process for recording liens.</p> <p><i>OSP-</i> The agency is implementing on-line payment availability for their customers to pay invoices.</p> <p><i>DOR-OAA-</i> A new phone system was implemented that had an impact of increasing call times, which resulted in an increase of dropped calls due to unavailable revenue agents. OAA revised their schedule of agent times for customer calls to better handle high call periods as well as improved processes for agents to reduce call times which in turn has reduced the dropped call rates. OAA has also implemented risk scoring based on data now available under SB1067. The risk scoring allows for the prioritization of calls to accounts with a higher likelihood of being able to make a payment. Some examples of the scoring data are: the new hire data shows the debtor has started a job, tax data that shows annual income, or bank records from Financial Institution Data Match identifies a possible source of garnishment. DOR-OAA is currently preparing to implement auto-garnishment, which would electronically create a garnishment if the data warehouse finds a garnishment source. Currently a revenue agent has to look at that data and manually request the garnishment.</p>
<p>Roundtable</p>	<p>Due to DMV systems being updated by January 2020, how agencies access DMV data is going to be different.</p>

Next meeting:

July 16, 2019

2:00pm – 3:00pm

Executive Building, Room B

Upcoming events are listed on the SWARM website:

<http://www.oregon.gov/das/Financial/Acctng/Pages/AR.aspx>

2019 Legislative Session
Bills with A/R impacts

Bill#	Summary	Status as of 6/17	Hearing or Work Session Date	Notes
SB 454	Transfers administration of Uniform Disposition of Unclaimed Property Act, unclaimed estates and escheating funds from Department of State Lands to State Treasurer.	(Senate) Business and Gen Govt. approved 2/21, referred to Ways and Means 2/27	Ways and Means approved 6/14	-2 Amendment cleans up language on transfers of funds. Oregon is only one of two states not managed by Treasurer. -3 amends operative date to Jan 2022.
SB928	Establishes Oregon Climate Authority	(Senate) Environment and Natural Resources passed 4/15 referred to Ways and Means		
SB980	DOC collection from inmate trust accounts for court ordered financial obligations.	Senate passed 4/24 (29-0), House passed 6/4 (55-1).	Awaiting Gov. signature	Effective Jan 1, 2020
HB2116	Directs Department of Revenue to establish automated method for tax compliance certification not later than January 1, 2020	(House) Revenue	2/21 hearing	
HB2614	Repeals driving privilege suspension and eliminates imposition of driving privilege restrictions for failure to pay fine.	Passed House on 3/19. Referred to Ways and Means.		
HB5044	Appropriates money to the Oregon Climate Authority	(House) Ways and Means, Natural Resources sub-committee 1/23		

Bills that passed and are signed by the Governor

SB 72	Clarifies definition of "state agency" in sections of ORS 293.	Senate passed 3/14 (22-8), House passed 5/29 (53-7). Gov signed 6/7		Effective Jan 1, 2020
SB 79	Provides that Department of Revenue may assist public bodies, public universities and Oregon Health and Science University in collecting delinquent accounts.	Senate passed 3/7 (28-0), House passed 6/4 (57-1)	Awaiting Governor signature	Effective Jan 1, 2020
SB 519	Increases minimum wage exemption for purposes of garnishment and execution.	Senate passed 3/19 (30-0). House passed 5/28 (60-0). Gov signed 6/6		Effective Jan 1, 2020
SB 523	Authorizes Department of Revenue to make publicly available by posting online information about delinquent tax debtors.	Senate passed 3/26 (28-2), House passed 5/30 (38-19). Gov signed 6/11		Effective 91 days after sine die
HB 2094	Permits contracting agency to consider at any time before executing public contract with bidder or proposer whether bidder or proposer owes debt to state.	House passed 3/6 (57-0), Senate passed 5/6 (20-0). Gov. signed 5/20		Effective 91 days following sine die.
HB 2196	Adds OMD firefighters to list of PERS category firefighters for retirement	(House) Passed 4/17, (Senate) Passed 5/14. Gov. signed 5/22		Effective 1/1/2020
HB3401	Abolishes Orchardgrass Seed Producers Commission. —A2 amendment establishes Oregon Pulse Crops Commission (chickpea, dry bean, dry pea, fava bean, lentil and lupin bean).	House passed 4/23 (56-1). Senate passed 5/29 (28-0). Gov signed 6/7		Effective upon passage, operative July 1, 2019

Bills that did not receive a scheduled work session by 3/29 deadline

SB 6	Increases minimum wage exemption for purposes of garnishment and execution.	(Senate) Workforce 1/5		
SB 267	Transfers duties, functions and powers of State Department of Energy related to issuance of loans for small scale local energy projects to Oregon Business Development Department	(Senate) Environment and Natural Resources 1/15		
SB 295	Provides that when state agency is required by statute to mail notice to person, and agency has on file post office box address, agency must mail notice to post office box address.	(Senate) Business and Gen Govt 1/15		
SB 384	Directs State Court Administrator to study options for deprivatizing collection of court fees and fines	(Senate) Judiciary to Ways and Means 1/16		
HB 2517	Prohibits state agencies from suspending or revoking license required to pursue commercial activity, trade, occupation or profession because licensee is delinquent in paying student loan debt.	(House) Business and Labor 1/18	3/6 public hearing	Rep. Doherty testified, 22 other states prohibit. Oregon doesn't currently but wants to make sure we don't.