



# Summer Training Program 2018

August 9-10, 2018

Hilton Orlando Lake Buena Vista  
Lake Buena Vista, Florida

## ADMINISTRATOR TRAINING AGENDA

### Wednesday, August 8, 2018

4:00 – 6:00 Registration Desk and Information Open  
5:00 – 7:00 Welcome Hospitality

### Thursday, August 9, 2018

8:00 – 5:00 REGISTRATION

8:45 - 9:00 Introductions

9:00 – 10:30 Best Practices for Avoiding Audit Criticisms, Internal Controls and Documentation  
*Vicki Nichols, Director of Accounting, JAC*

10:30 – 12:00 Avoiding Pitfalls with DFS . . . DFS Requirements  
*Vicki Nichols, Director of Accounting, JAC*

12:00 - 1:30 Lunch on your own

1:30 – 2:00 Legislative Update  
*Kristina Wiggins, Executive Director, FPDA*

2:00 – 4:00 ICDTF Trust Fund Issues and Cash Balance Overview  
*Vicki Nichols, Director of Accounting, JAC*

4:00 to 5:00 FPDA AWARDS CEREMONY

5:00 to 7:00 Hospitality

### Friday, August 10, 2018

8:00 – 1:30 REGISTRATION

8:45 – 9:00 Announcements

9:00 – 9:45 *Gilbert King, Author and Speaker*  
A dynamic speaker, who blends gift for narrative with his knowledge of civil rights cases, he has delivered presentations to a reunion of Supreme Court Justice Thurgood Marshall's clerks, the keynote for the Learned and Augustus Hand's Lecture, Yale Law School, the NAACP's Legal Defense Fund, Florida Supreme Court, and Ford Foundation.

10:00 – 12:30 LBR Workshop  
*Yvonne Enoch, Director of Budget, JAC*

12:30 – 1:30 Lunch on your own

1:30 – 2:15 Workplace Violence/Active Shooter, *Master Deputy Kevin S. Kraubetz, Orange County Sheriff's Office, Homeland Security/Emergency Management Unit (Joint with Support Staff)*

2:15 – 3:00 Retirement Overview, *Jennifer Henderson, Retirement Coordinator, JAC (Joint with Support Staff)*

3:00 – 3:30 Deferred Compensation Plan Representative (Joint with Support Staff)

*Note: Schedule and/or speakers are subject to change.*