



**Riverside County
Auditor-Controller's Office
Monthly Accounting Meeting (MAM)**

April 17, 2008, 9:00 - 10:30 am
CAC – Riverside - 1st Floor Board Chambers

AGENDA

1. Welcome and Opening Remarks

Robert E. Byrd, Auditor-Controller, Riverside County

2. Introductions and Announcements

*Vi Jackson, Principal Accountant
ACO, General Accounting Division*

3. Records Management

General Records Retention Schedule (GRRS)

*Mary M. Cox, Chief Deputy
Assessor-County Clerk, Recorder Department, RMAP*

Purchasing Year End and Purchase Order Rollovers

*Dirk Buesing, Business Process Analyst I
Purchasing Department*

4. OASIS Financial Transactions Clean Up for Year End

*Penny Franz, Business Process Analyst II
OASIS Project Team*

5. Capital Assets Certification

*Hank Johnson, Supervising Accountant
ACO, Internal Audits Division – Specialized Accounting*

6. 2008 YE Calendar Overview

*Tanya Harris, Principal Accountant
ACO, General Accounting Division*

8. Open Forum / Meeting Evaluation / Wrap Up

BREAK (15 Minutes)

RMAP Meeting