

Georgia Fiscal Management Council



About Us

The Georgia Fiscal Management Council (FMC), a nonprofit organization, began in 1968 as the Fiscal Officers' Council. The Council promotes efficient management of State government resources in a variety of ways. The Council serves its members by encouraging professional development and by providing quality educational programs through monthly meetings and a three-day annual training conference.

MARCH

2023

NEWSLETTER

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2023 ANNUAL TRAINING CONFERENCE



SEPTEMBER 10 - 13
SAVANNAH, GA

Effective Communication in the Workplace



Peterson David, Chief Financial Officer

by Peterson David, Judicial Council of Georgia / Administrative Office of the Courts

Nat Turner said, “Good communication is the bridge between confusion and clarity.” But what is communication and why is good communication important? Webster’s dictionary defines communication as “A process by which information is exchanged between individuals through a common system of symbols, signs, or behavior. A technique for expressing ideas effectively as in speech.”

In any organization the effective exchange of information one party to another is a vital piece in ensuring the success the company. This is true for executive leadership, managers, and employees. The visions, goals, and ideas conveyed must be clear and concise. For a team working on a project, the instructions given lay the foundation and creates a path to either success or failure. You must first comprehend the information then disseminate the message in a style that fosters engagement.

Ineffective communication can lead to conflict and low morale in the workplace. It can cause confusion and misunderstandings, staff may feel underappreciated, and misinformation can spread and undermine the organizations goals and values. It can also lead to doubt in leadership, fracture the culture of the organization, breed insubordination, and erode trust.

When communicating you must know your audience and deliver your message with clarity. For example, if you are providing financial information to individuals not in your field, you must use clear and plain language. Use short sentences and concrete words, stay on point, and avoid ambiguous languages. Your tone and body language are also very important. You must create an atmosphere of trust, understand when to raise and lower your tone, avoid restless movements, and instead use your hands in a way that imbues confidence. Doing so will increase the credibility of the information you are discussing.

Text, email, phone, memo, or in person; you must know which method to employ in a situation to effectively relay the message that you intend. In a world where teleworking is starting to be the norm, sending a short email with a clear subject line grabs the individual’s attention and saves time. But at times a phone call or quick Teams/Zoom meeting is best when a detailed conversation is needed and to avoid misunderstandings from a long email chain. The form of communication used must be intentional, courteous, and meaningful.

Effective communication is a key factor in the success of an organization, its leadership, and employees. It is empowering, empathetic, and inspires creativity. It is the bridge that connects us all.

Message from the President



Looking Forward to Seeing You!

Dear Council Members,

Welcome to 2023! I am grateful to be able to serve as President of the Georgia Fiscal Management Council for the 2022-2023 term and look forward to seeing each of you at our monthly meetings and annual conference. Did you know that Georgia Fiscal Management Council has been around for **55 years**?! This is a great organization for those engaged in fiscal operations and/or fiscal management. If you have co-workers that also operate in these functional areas, please tell them about FMC and encourage them to join. Membership provides an excellent opportunity to network with other state employees and build valuable relationships!

As previously announced, our Annual Conference will be held September 10th – 13th in Savannah. More information will be released in the upcoming months so look out for those emails! If you have ideas for topics that you think would be a great fit for the conference, please reach out to me and let me know.

Please welcome our President-Elect for the 2023-2024 term, Peter Adams. Peter is the Assistant Commissioner for Administration and Finance with Georgia Department of Corrections and is a welcome addition to the Council's Leadership. We have some other excellent representatives that help round out the Leadership team including Lisa Walker, *Past President*; Chad DaBella, *Treasurer*; Alicia Hautala, *Secretary*; Barbara Kaumeyer, *Membership*; and Teresa Loggins, *Scholarship*. We could not function as a team without their valuable insight and commitment to GA FMC.

In addition, GA FMC is comprised of six Council Committees which include: *Membership*, Chaired by Barbara Kaumeyer; *Program and Professional Development*, Chaired by Dave Lakly; *Scholarship*, Chaired by Teresa Loggins; *Newsletter*, Chaired by Carla Morris; *Website*, Chaired by Kenley Finlayson; and *Liaison*, Chaired by Lisa Walker. These individuals do a lot of work behind the scenes to ensure your Council continues to offer services to its members. We could not put on the monthly meetings or annual conference without their contributions. If you would like to volunteer with one of these committees, please reach out to the individual chair of the committee. GA FMC cannot operate without volunteers.

I look forward to working with each of you this year!

Sincerely,

Cindy Jones

President, Georgia Fiscal Management Council (2022-2023)

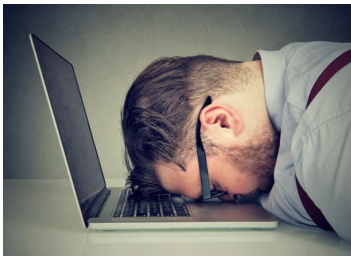
Managing Work Related Stress

by Carla Morris

Working hard often comes at the expense of health and relationships with family and friends. As employees in the financial services industry, there are times when the pressure of work-related stress can be overwhelming.

At some point, the job can be stressful, even if you love what you are doing. The pressure to meet deadlines and other challenging tasks can be overwhelming and harmful when work stress becomes chronic.

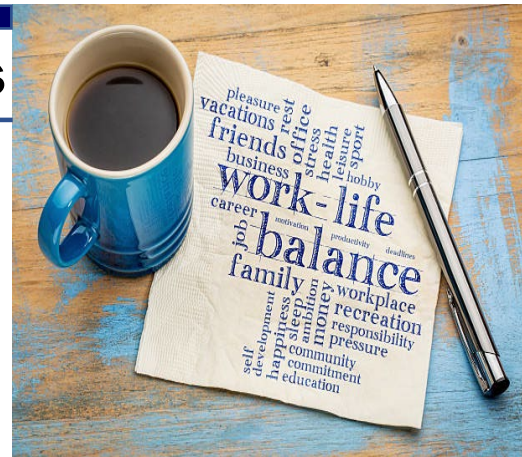
According to the American Psychological Association (APA), other factors tend to go hand in hand with work related stress. Some common workplace stressors include:



- Excessive workloads
- Few opportunities for growth or advancement
- Not having enough control over job-related decisions
- Conflicting demands or unclear performance expectations
- Low salaries

In most cases, work-related stress does not end at the end of the workday. It continues at home and when stress persists, it can take a toll on your health and well-being. A stressful work environment can contribute to headaches, stomachaches, sleep disturbances, a short temper, and difficulty concentrating. Other conditions can develop from chronic stress, which can result in anxiety, insomnia, high blood pressure, depression, obesity, and heart disease. Yet, some of the following steps can help you manage work-related stress.

- **Track your stressors** - Keep a journal for a week or two to identify which situations create the most stress and how you respond to them. Taking notes can help you find patterns among your stressors and your reactions to them.
- **Develop healthy responses** - Try to make healthy choices when you feel the tension of stress. Exercise and yoga are great choices for reducing stress, but any form of physical activity is beneficial. Other choices include enjoying time for hobbies, favorite activities, and getting enough good-quality sleep.
- **Establish boundaries** - Establish some work-life boundaries like not feeling pressured to be available 24 hours a day or making a rule not to check email from home in the evening. Although people have different preferences on how to balance a work and home life, creating clear boundaries between the two can reduce the potential for work-life conflict and the stress that goes with it.



Managing Work Related Stress

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- **Take time to recharge** - To avoid the negative effects of chronic stress and burnout, take time to replenish and return to a previous pre-stress level of functioning. This process requires “switching off” from work by having periods of time when you are neither engaging in work-related activities, nor thinking about work. Don’t let vacation days go to waste. When possible, take time off to relax and unwind, so you come back to work feeling reinvigorated and ready to perform at your best.
- **Talk to your supervisor** - Employee health has been linked to productivity at work, which can be an incentive for creating a work environment that promotes employee well-being. Start by having an open conversation with your supervisor. The purpose of this isn’t to lay out a list of complaints, but rather to come up with an effective plan for managing the stressors you’ve identified, which can help you perform at your best on the job.

For additional information and resources, click here to read more:

[American Psychological Association \(APA\)](#)

<https://www.betterup.com/blog/stress-management-at-work>



Resource:

<https://www.apa.org/topics/healthy-workplaces/work-stress>

Training & Education



**Carl Vinson
Institute of Government**
UNIVERSITY OF GEORGIA

By David Lakly

The Vinson Institute is proud to recognize recent recipients of the Budget and Financial Management Certification. This program offers an overview of the state's budget and fiscal management cycle, and it covers important information on many topics, including budget and accounting, revenue and debt, and purchasing and internal controls. Students must complete eight classes – and exams! - comprised of 78 total training hours. Students leave this program ready to meet the challenge of working in an ever-changing environment, equipped with knowledge and resources to keep Georgia the best state in the country. Please join me in congratulating:

Congratulations!

Tiffanie Bacon
Zakiyah Ballard
Allanda Baptiste
Audrea Carson
Sharika Cody
Misty Del Rosario
Bart Ellington
Megan Fernald
Tanya Fulton
Janiecia Gay
Randy Harling
Danielle Haynes
Giana Herndon

Gwendolyn Howard
Kristi Johnson
Patricia Jordan
Alison Kaye
Nikki Marshall
Anelia Moore
Sherika Perrimon-Fitzhugh
LaTonja Perry
Phyllis Raines
Amabel Sawyerr Macauley
D'on Stillman
Alysse Swiney
Michele Willerson

The Carl Vinson Institute has several financial training classes still available for registration this fiscal year. You can find more information and register online using this link:

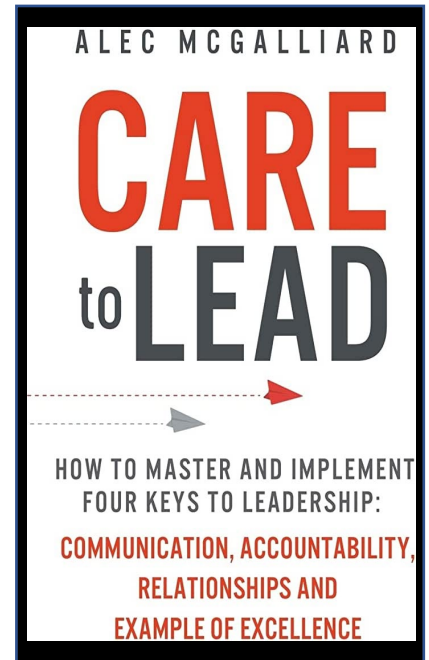
<https://t.uga.edu/68m>

Book Recommendations

CARE to Lead: How to Master and Implement Four Keys to Leadership: Communication, Accountability, Relationships and Example of Excellence

Alec McGalliard (Author)

This book offers commonsense leadership tools needed to prioritize continuous learning through self-reflection and a desire to improve. With them at your side, you can enhance your leadership qualities and learn to lead by example. The secret? CARE – communication, accountability, relationships, and an example of excellence. This handy-dandy formula offers accessible leadership principles for your own education, not to mention passing on to others to cultivate the next generation of leaders.

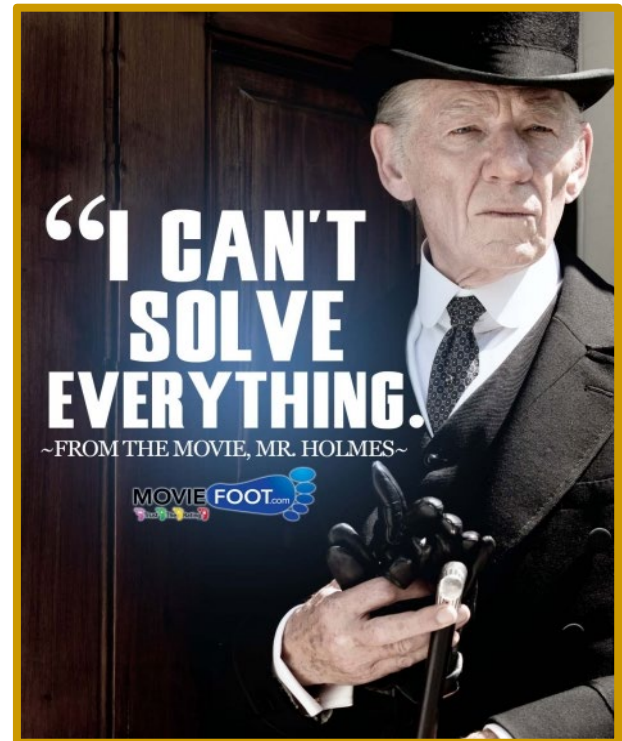
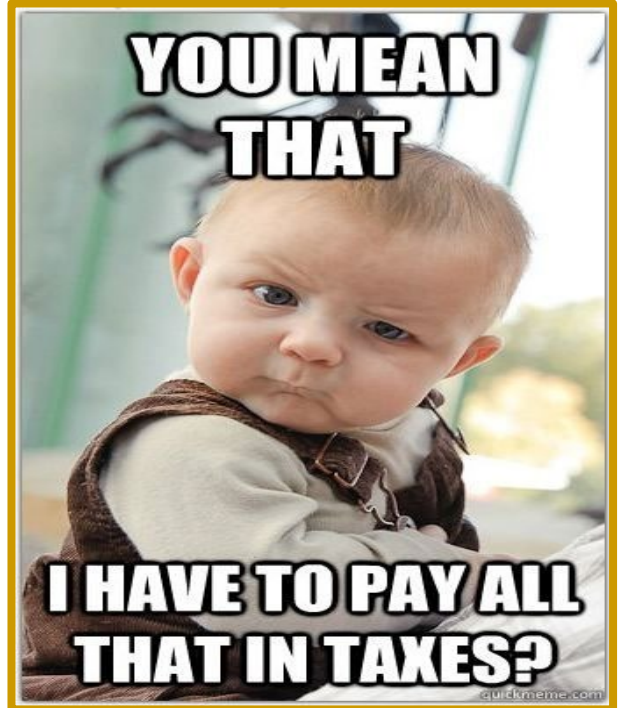


What exactly will you learn in this book?

- What the CARE leadership tools are and how they work
- The three aspects of your job you must care about in order to truly fulfill CARE
- The negative outcomes stemming from poor communication (example: We all hate rumors!)
- The simple steps you can take to improve your conversation and delivery
- The major misconception most people hold about accountability
- How to establish an environment of integrity even as a young leader
- How to manage the inherent fragility of relationships
- What Albert Einstein has to say on the example of excellence...and how you can put it to work for you
- How to use all of these tools in real-life situations
- The bottom-line skills and tools you need to succeed in the workplace, the boardroom or just plain life

The fact of the matter is, only when you lead by example and consistently work to develop a strong leadership habit will you become the boss, manager, or mentor you were born to be.

Financial Funnies



Georgia Fiscal Management Council

Join Today

Membership to the Georgia Fiscal Management Council is open to any State employee engaged in a function related to fiscal operation and/or management. If you would like to join, please complete an [application form](#).

Benefits of being an FMC Member

- **Professional Development.** An FMC membership gives you access to up-to-date information on fiscal matters. When a change in methodology, policy or procedure is required, FMC usually hears about it first.
- **Mentorship.** FMC is made up of many leaders across the state of Georgia. These leaders are seasoned professionals and career state government employees. The depth of knowledge is vast and they provide a strong support system within the fiscal community.
- **Leadership Development.** An FMC membership gives you access to an organization where the possibilities of participation is unlimited! Build your leadership skills by serving/chairing on a committee or leading an effort.
- **Networking.** Being a member of FMC allows you to mix and mingle with others in the fiscal community within the state of Georgia. You can establish relationships with other FMC members who share common professional interests and similar business concerns.
- **Jobs.** Most fiscal officers in FMC share open job or vacancy announcements with the FMC since it represents the state's fiscal community.

Council Leadership

Cindy Jones	President
Peter Adams	President-Elect
Lisa Walker	Past President
Chad Dabella	Treasurer
Alicia Hautala	Secretary

Contact Us

Georgia Fiscal Management Council
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Atlanta, GA30334

Council Committees

Meetings & Events (Chair: Cindy Jones)

Membership (Chair: [Barbara Kaumeyer](#))

Newsletter (Chair: [Carla Morris](#))

Program and Professional Development
(Chair: [Dave Lakly](#))

Scholarship (Chair: [Teresa Loggins](#))

Sponsorship (Chair: [Kenley Finlayson](#))

Website (Chair: [Kenley Finlayson](#))