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Update from the State Auditor

By Rebecca Otto, State Auditor

The CTAS rewrite is underway! Staff from the Office of the State Auditor (OSA) began meeting in February to review the rewrite project with representatives of Systems Technology Group, Inc. (STG), the vendor working on the rewrite. Irene Bright, a member of Minnesota Association of Townships and a regular CTAS trainer, attended these meetings to provide a CTAS users' perspective. We would like to thank Irene Bright for her willingness to put her time and energy into making sure we produce the best product possible for CTAS users.

Once the vendor has completed some modules, we will contact those of you who volunteered to be in the CTAS Users Testing Group to begin testing the program. We will continue to keep CTAS users updated as the process moves forward.

If you still want to pre-order CTAS Version 8, you can download the order form by going to the Office of the State Auditor (OSA) website, and under the menu item "For Local Officials, select "CTAS". The order form is the second item in the "CTAS Version 8 Rewrite" section. You can also find other useful information in this section on the rewrite.

If you have any questions about the rewrite or would like to volunteer as a user tester, please contact Jim Levi at 651-297-3683 or at Jim.Levi@osa.state.mn.us.

Is Your Township Using SAFES?

To help township governments download, submit and manage their reporting forms and other documents online, the OSA offers the State Auditor's Form Entry System (SAFES). Many township officials are already using SAFES.

The SAFES is a user-friendly system accessed through the OSA website. Township officials can use SAFES to download this year's reporting form, fill it out and then submit it online.

The OSA will be happy to help you get started using SAFES. Contact us by e-mailing SAFES@osa.state.mn.us. Please include your name, title, township, township mailing address, and phone number. Information on how to access SAFES, including a username and password, will be e-mailed to you.

To help you get started, a brief introductory training video with tips on how to use SAFES can be found on the OSA website under the "Forms" menu item, and then selecting "SAFES". You will then be on the SAFES login page, where you will find a link to the short video. If you do not have high-speed internet, most libraries in Minnesota do, and the librarians are happy to help those who are less comfortable with technology.

We encourage local governments who are not presently using SAFES to utilize this convenient system. If you have any questions, please contact us at SAFES@osa.state.mn.us.

E-Update

If you are not already subscribed to the OSA weekly E-Update, you can sign up to receive it. The E-Update is published every Friday and provides helpful information on upcoming reporting deadlines, new or updated Statements of Position, how to avoid pitfalls, and much more. We keep it short and sweet, and if there is nothing of interest in it for you, you can simply delete it.

If you want to sign up to receive the E-Update, go to the OSA website, and under the "Latest News" menu item, select "E-Updates". In the first paragraph on the webpage, click on the blue link.