



State Auditor
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OFFICE OF THE STATE AUDITOR

E-Update

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1. New: Collaborative Governance Council
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1. New: Collaborative Governance Council

The Collaborative Governance Council, created with bipartisan support during the 2010 legislative session, will work to develop recommendations for increasing government collaboration at all levels. The membership of the Council includes stakeholders from local governments, including cities, counties, towns, and school districts, and from three major unions that represent local government employees. To view the membership of the newly-formed Council, please go to:

<http://www.auditor.state.mn.us/default.aspx?page=20100702.000>.

2. Tips: Completing 2009 TIF Reporting Form

The deadline to submit 2009 TIF Reporting Forms is August 1. The TIF Division would like to share the following tips to assist in completing the form:

- Usernames and passwords for SAFES have not been changed since your last login. Passwords can be reset at:
<https://www.auditor.state.mn.us/safes/PasswordRecovery.aspx>.
Please note: after five failed login attempts, the system will suspend your SAFES access.
- The Form Status page of SAFES will generally default to the 2010 reporting year. To access 2009 TIF Reporting Forms, click “2009” for the reporting year, and “TIF” for the entity type.

- If your forms will be completed by a consultant or CPA, make sure you have submitted a SAFES Authorization Form to allow that person to securely access SAFES. Your login serves as your signature and should not be shared with any other person. A copy of the authorization form can be found at: https://www.auditor.state.mn.us/Forms/SAFESAuthorization_10.pdf.

Questions regarding TIF reporting may be directed to Jenna Braband at (651) 296-7001 or TIF@auditor.state.mn.us.

3. Released: Pension Newsletter

The June Pension Division Newsletter has been released. It provides information about online training opportunities, internal controls for special events, a legislative update, and FAQs for the electronic signature process. The Newsletter also includes a reporting reminder. To view the Newsletter, go to:

<http://www.auditor.state.mn.us/default.aspx?page=pensionDocs>.

4. Avoiding Pitfalls: Employee Tips

Studies show that the most common method of detecting fraud committed by an employee is through a tip – often from another employee. Public entities should keep channels of communication open so employees feel that their concerns will be positively received. Appropriate action should then be taken in response to these tips.

For more information on employee theft, see the most recent study by the Association of Certified Fraud Examiners, found at:

<http://www.acfe.com/rtn/2010-rtn.asp>.

If you are interested in signing up to receive an e-mail version of the E-Update regularly, [click here](#).

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