



STATE OF MICHIGAN  
DEPARTMENT OF COMMUNITY HEALTH  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

JANET OLSZEWSKI  
DIRECTOR

September 2009

Dear School Based Services Provider:

Public Consulting Group in conjunction with the Michigan Department of Community Health will be offering nine additional web-based financial training seminars. Three WebEx training sessions per month will be offered during the months of September, October, and November 2009. These optional sessions are intended to be refresher trainings that will cover the same content as the on-site financial trainings held in May 2009.

The schedule for the additional financial training WebEx sessions is as follows:

**September Training Sessions:**

Thursday	September 24, 2009	2:00 - 4:00 p.m.
Monday	September 28, 2009	2:00 - 4:00 p.m.
Wednesday	September 30, 2009	9:00 -11:00 a.m.

**October Training Sessions:**

Tuesday	October 13, 2009	9:00 -11:00 a.m.
Wednesday	October 14, 2009	2:00 - 4:00 p.m.
Monday	October 19, 2009	9:00 -11:00 a.m.

**November Training Sessions:**

Wednesday	November 4, 2009	9:00 -11:00 a.m.
Tuesday	November 10, 2009	2:00 - 4:00 p.m.
Thursday	November 12, 2009	9:00 -11:00 a.m.

To join the online training sessions,

- Go to <http://pcgus.webex.com>
- Click on the Meeting Center tab near the top left of the page
- Click on the session called Michigan MAER Refresher Training
- The password is "michigan" (use lower case for the password)
- The phone number will appear when you get to the meeting page

Please share this information with your local districts or other financial staff you deem appropriate. If you have questions or concerns please contact Linda Sowle, School Based Services Policy Specialist at 517-241-8398 or by email at [sowlel@michigan.gov](mailto:sowlel@michigan.gov) .

Sincerely,

Stephen Fitton, Acting Director  
Medical Services Administration