

ELECTED OFFICIALS ACADEMY LEVEL II TML PRE CONFERENCE SESSIONS

JUNE 9 – 10, 2017
MURFREESBORO, TN

Location: Embassy Suites, 1200 Conference Center Blvd., Murfreesboro, TN

The University of Tennessee Municipal Technical Advisory Service (MTAS) is holding an Elected Officials Academy (EOA) Level II on the Friday and Saturday before the Tennessee Municipal League Conference. The EOA provides training on municipal services and leadership and is targeted to new (and often not-so-new) mayors, council members, aldermen, and others, including interested staff. Past graduates attribute their early success with the city, the community and with each other to the information, relationships and insights that they gained through the academy. The Level II academy concentrates on specific functions of a city to help you can better understand the services you offer. We hope you can join us.

Dress is casual. Cost is \$200 (including meals).

Directions: From I-24E via take Exit 53A toward Chattanooga. Take the Medical Center Pkwy/Manson Pike exit, Exit 76. Turn slight left onto Medical Center Pkwy. Turn right onto Conference Center Pkwy. Stay straight to go onto Conference Center Blvd.

Name: _____

Title: _____

City/Town: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

E-mail: _____

METHOD OF PAYMENT

The fee of \$200 covers EOA Level II Instruction

- Check Enclosed (Payable to The University of Tennessee)
 Invoice me

For Title VI and IX compliance, we ask for voluntary disclosure of the following information:

Gender: Male Female
Race: Caucasian African American Other _____

UT will seek to accommodate all persons with disabilities. If you require auxiliary aids, special services or other accommodations, please indicate here. Someone from our office will contact you.

Please return your completed form to:

Attention: Doug Brown
UT MTAS
1610 University Avenue
Knoxville, TN 37921

Fax: 865.974.0423

For more information, please contact:

Doug Brown: 865.974.9140
doug.brown@tennessee.edu

P.J. Snodgrass: 865-974-9858
pj.snodgrass@tennessee.edu

ELECTED OFFICIALS ACADEMY

EOA LEVEL II – SESSION SCHEDULE & DESCRIPTIONS

Friday, June 9, 2017

1:00 p.m. – 3:00 p.m.

Fire Review

Instructor: Dennis Wolf

The Fire Review addresses the fire department's role in the community and the governing body's role with the department. It examines the importance and advantages of having Mutual Aid agreements; and focuses on the basic components of ISO grading and demonstrates what impact ISO has on the citizenry within its municipalities.

3:00 – 3:15 p.m. – **Break**

3:15 – 5:15 p.m.

Water and Wastewater Operations

Instructor: Brett Ward

The session explains the responsibilities of the governing body in operation of the water and wastewater departments, defines a viable water and wastewater system and benchmarks for measuring successful utilities. Current and future water and wastewater challenges are identified and explained as are the federal and state laws and regulators of municipal water/wastewater operations.

5:15 – 5:45 p.m. – **Dinner**

5:45 – 7:45 p.m.

Human Resource Overview

Instructor: Richard Stokes

This session focuses on the key personnel issues within a municipality, such as the importance of city's personnel policies and knowing how to evaluate the status of those policies. Participants will examine legal issues affecting cities and the elected official's role in Human Resources for their community.

Saturday, June 10, 2017

8:00 – 10:00 a.m.

Police Overview

Instructor: Rex Barton

The Police Review addresses the police department's role in the community and the governing body's role with the department. Specific topics include: the drug fund, officer certification, staffing needs and department accreditation.

10:00 a.m. – 12:00 p.m.

Risk Management

Instructor: Judy Housley

Risk Management for Elected Officials outlines the foundation of essential risk practices for local governmental entities. This session provides practical recommendations upon which an entity can develop a sound management program that will effectively address its risk exposures.