



300 SW 8th Avenue, Suite 300
Topeka, KS 66603

Listen.
Learn.

2019 New Commissioners' Orientation

January 17-18, 2019
Capitol Plaza Hotel, Topeka

Lead.



This two-day workshop is a unique opportunity to learn from experienced educators about best practices and avoiding the pitfalls of governance.



TOPICS BEING COVERED:

- A Commissioner's Roles & Responsibilities
- History & Traditions of County Government
- Running & Participating in Effective Meetings
- Ensuring Transparency/Complying with the Kansas Open Meetings Act
- Ethics & Conflicts of Interest
- Developing a Collaborative Culture
- Engaging the Public
- Managing External & Internal Relationships
- Assessing Risks & Protecting Your County
- Balancing Your County Roles with Your Personal Life

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2019 New Commissioners' Orientation

THURSDAY & FRIDAY, JANUARY 17-18, 2019
CAPITOL PLAZA HOTEL, TOPEKA



AGENDA

Thursday, January 17, 2019

7:00 a.m.	Registration and Continental Breakfast
8:00 - 8:15 a.m.	Welcome and Introductions
8:15 - 9:30 a.m.	County Government 101
9:30 - 10:00 a.m.	Refreshment Break and Photo Session
10:00 - 10:30 a.m.	The Commissioner's Job Description
10:30 - 12:00 noon	The Commission(er)'s Role in Ensuring Transparency, Complying with the Kansas Open Meetings Act, and Running/ Participating in Effective Meetings
12:00 - 1:00 p.m.	Lunch
1:00	The 3 Major Policy Arenas: Public Health, Public Safety, and Public Works
1:00 - 1:40 p.m.	1st of 3: Public Health.
1:40 - 2:20 p.m.	2nd of 3: Public Safety.
2:20 - 2:25 p.m.	Stretch Break

2:25 – 3:00 p.m.	Balancing Your Commissioner Role with your Personal Life
3:00 – 3:20 p.m.	Refreshment Break
3:20 – 4:00 p.m.	3rd of 3: Public Works.
4:00 – 5:00 p.m.	Building Your Legacy of Public Service
5:00 – 5:15 p.m.	Reflections and Reactions
5:15 – 6:30 p.m.	Social Hour Dinner (on your own)

Friday, January 18, 2019

7:00 a.m.	Breakfast
8:00 a.m.	Opening Context / Overnight Reflections
8:10 – 8:50 a.m.	Managing Financial Risk: Property/Casualty/ Liability Exposures
8:50 – 9:30 a.m.	Managing Financial Risk: Employee Safety and Workers Compensation
9:30 – 9:45 a.m.	Refreshment Break
9:45 – 10:15 a.m.	The County's Voice at the National Level: the National Association of Counties (NACo)
10:15 – 11:15 a.m.	The Commissioner's Job through the Rear View Mirror: What We Wish We Had Known
11:15 – 11:45 a.m.	Why You and Not Someone Else? Why Now? What Distinguishes You from Others? Closing Remarks and Evaluations

ROOM RESERVATIONS

A block of rooms for Wednesday and Thursday evenings, January 16 and 17, is reserved at the Capitol Plaza Hotel at the rate of \$93 through December 16, 2018. Please call 1-800-579-7937 for reservations and indicate you are with the KAC to receive the rate.

Registration by January 5 **\$280**

Register online at www.kansascounties.org

Cancellation Policy

To be eligible for a partial refund, all cancellation requests for refunds must be made in writing to the KAC office by January 9, 2019. Upon receipt of written notice, a refund will be processed, less a \$25 cancellation processing fee.

For more information

Call 785-272-2585 and ask for Betty Oliva or email Betty at Oliva@kansascounties.org.