

## Upcoming UW-Extension Local Government Programs November – December 2011



*Your county  
extension office*  
**Walworth County**

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The **UW-Extension Local Government Center (LGC)** is publishing this announcement of statewide programs on a monthly basis. It includes Extension programming and other programs of interest relating to local government that are offered in Wisconsin. Asterisked (\*) programs are Cooperative Extension programs. Information about the **UWEX Local Government Center** and its programming may be found at [lgc.uwex.edu](http://lgc.uwex.edu).

Please send brochures and announcements of programs of statewide interest to the appropriate LGC specialist, or to Polly Shoemaker at the LGC. Our address: **Local Government Center**, 610 Langdon St., Rm. 229, Madison, WI 53703.

Please call the specified program contact with questions about the programs.

### **November**

November 3-4, 9-10, 2011 – **“Project Management Certificate”** – Certified Public Manager Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: Part 1, \$215; Parts 1 & 2, \$405. In Part 1 of this two-part program you learn the skills you need to be an effective project manager, including the steps in the project process and the tools and techniques of project management. In Part 2, experienced project managers share examples of successful project management in fields such as information technology, planning and development, or public health. You also practice project management through team-based activities related to actual or simulated projects. **NOTE:** You may take Part 1 without enrolling in Part 2; however, you must enroll in Part 1 if you wish to enroll in Part 2. *Presented by Guy Van Rensselaer, Project Manager.* To register, please call 608-262-0810 or 1-800-752-9692.

\* November 8, 2011 – **“Collaborative Leadership”** – (#1781-3) – Part of the Local Government Center’s “Current Issues Affecting Local Government Officials” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. With shrinking resources and increased demands for public service, local government officials are under pressure to develop innovative ways to meet these needs. The Wisconsin Local Government Institute, in conjunction with Leadership Wisconsin, has developed a program to help local officials collaborate across municipal and county boundaries. *Presented by Gary Becker, Executive Director of Wisconsin Local Government Institute, and Joann Stormer, Director of Leadership Wisconsin.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>.

\* November 9, 2011 – **“Plan Commission Conduct and Procedures”** – (#1782-1) – Part of the Local Government Center’s “Local Land Use, Planning, and Zoning” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. Learn the roles, responsibilities, procedural and decision-making standards of Plan Commissions. This WisLine should interest new and continuing plan commission members, local government officials, planning and zoning staff, and others. *Moderated by Philip Freeburg, Local Government Center. Presented by Rebecca Roberts, Land Use Specialist, UW Extension, Center for Land Use Education, and Attorney Richard Nordeng, J.D., Stafford Rosenbaum LLP.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>.

<http://Walworth.uwex.edu>

\* November 10, 2011 – **“New Initiatives with Big Box Stores”** – A session in the “Revitalizing Wisconsin’s Downtowns – Through E-Learning and Networking” webinar series, sponsored by the University of Wisconsin-Extension, the Wisconsin Main Street program, and the Wisconsin Downtown Action Council. Held from 8:00 am to 9:30 am at sites around the state, or by Internet and dialing in from your own office. Learn how communities in Wisconsin are stepping beyond the “us” versus “them” conversation by working to create an atmosphere of collaboration benefiting both big box stores and downtown retail. During this discussion, participants will learn about adaptive strategies and new initiatives communities have used to forge a positive communication approach with big box stores. This will include leveraging customer service and providing total customer satisfaction in the community. This session will offer downtown leaders with lessons helpful in increasing a collaborative and friendly business environment. *Presented by Dan Kuzlik, Associate Professor, UW Extension-Oneida County, and Errin Welty, Economic Analyst, Vierbicher Associates, Inc.* For more information contact Bill Ryan at (608) 263-4994 or Chuck Law at (608) 265-2501, or visit [lgc.uwex.edu/downtowns](http://lgc.uwex.edu/downtowns).

November 14, 2011 – **“Leadership”** – Certified Public Manager Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$128. In this workshop you will come to understand your own leadership style, including its strengths and limitations, and other approaches you can incorporate into your leadership practice. You will identify four strategies for being an effective leader; understand the role of emotional intelligence in effective leadership; apply the five practices of leadership, and develop a personal leadership vision. *Presented by Susan Paddock, Professor Emerita of Governmental Affairs for UW-Madison Continuing Studies.* To register, please call 608-262-0810 or 1-800-752-9692.

November 14, 2011 – **“Mining in Wisconsin: Issues Facing County Government”** – Wisconsin Counties Association Educational Seminar. 10:00 am – 4:00 pm, Stevens Point. Cost: \$65 per person from member counties; \$115 for non-members. Topics include an overview of frack sand mining in Wisconsin and state regulations and types of mining for metallic mining. *Presented by Tom Woletz, Special Projects Coordinator for the Wisconsin Department of Natural Resources West Central Office; Philip Fauble, Mining Coordinator for the Department of Natural Resources; Paul Sturgul, Chairman of the Iron County Citizens Mining Advisory Committee; Dave Hintz, member of the Oneida County Board of Supervisors and Chairman of the Oneida County Mining Oversight and Local Impact Committee; Dave Masterpole, county conservationist for Chippewa County; Kevin Lien, Director of Trempealeau County Department of Land Management.* For more information, please visit [http://wca.websitesrevolt.com/index.php?option=com\\_content&view=article&id=75&Itemid=97](http://wca.websitesrevolt.com/index.php?option=com_content&view=article&id=75&Itemid=97).

November 15, 2011 – **“Developing Emotional Intelligence in Your Organization”** – Certified Public Manager Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$128. Learn the convincing evidence that emotional intelligence is linked directly to individual and organizational success. Learn the five competencies of emotional intelligence, assess your own EI, and develop strategies to use EI to create a motivating and productive environment. *Presented by Tyrone Letto, Certified Public Manager and manager of Middleware in the Division of Information Technology, UW-Madison.* To register, please call 608-262-0810 or 1-800-752-9692.

\* November 16, 2011 – **“Everything Absentee”** – (#1780-4) – Part of the Local Government Center’s “Conducting Local Elections” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. A review of general absentee voting procedures and a closer look at absentee voting in nursing homes and other facilities, military, and overseas voters. *Presented by representatives from the Wisconsin Government Accountability Board – Elections Division.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>.

\* November 30, 2011 – **“A Review of 2011 Election Law Changes – and What’s Ahead in 2012”** – (#1780-5) – Part of the Local Government Center’s “Conducting Local Elections” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. Just when we thought we could relax a bit, the legislature has implemented a number of changes to state election law. Join us and learn about these changes, how they impact you and your municipality, and what may be ahead of us in 2012. *Presented by representatives from the Wisconsin Government Accountability Board – Elections Division.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>. **Note: this program will be in high demand; register early!**

## December

\* December 6, 2011 – **“Wisconsin Department of Commerce and Local Governments”** – (#1781-4) – Part of the Local Government Center’s “Current Issues Affecting Local Government Officials” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. Find out how the newly reorganized Department of Commerce with the Wisconsin Economic Development Authority will interface with local governments. *Presented by Brenda Hicks, Vice President of Economic & Community Development in the Wisconsin Department of Commerce.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>.

\* December 7, 2011 – **“Sand and Other Non-Metallic Mining: Issues and Regulations”** – (#1782-2) – Part of the Local Government Center’s “Local Land Use, Planning, and Zoning” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. Wisconsin has seen a growth in mining sand used in the hydraulic fracturing, or “frack mining” process. The fracking process uses the sand to mine natural gas and shale oil, and Wisconsin sand is a highly prized product for the process. Learn more about this issue and how local governments can address the effects of non-metallic mining on neighboring land uses, public infrastructure, and services. *Moderated by Philip Freeburg, Local Government Center. Presented by Attorneys William White and Todd Palmer of Michael, Best and Friedrich, LLP and other presenters.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>.

December 12, 2011 – **“Workplace Issues for County Government”** – Wisconsin Counties Association Educational Seminar. 10:00 am – 4:00 pm, Stevens Point. Cost: \$65 per person from member counties; \$115 for non-members. Topics include a legal perspective on sexual harassment, mitigating sexual harassment liability, information on other forms of unlawful discrimination, and diversity/sensitivity. *Presented by Attorney Andrew Phillips, Phillips Borowski, S.C., and Jodi Traas, Senior Risk Management Consultant with Aegis Corporation.* For more information, please visit <http://events.wicounties.org/files/December%202012,%202011%20WCA%20Educational%20Seminar.pdf>.

December 13, 2011 – **“Strategic Thinking, Planning, and Organizational Transformation”** – Certified Public Manager Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$128. In a time of tumultuous change, where should the public manager look for guidance and direction in managing her or his department? What should the public manager do to better understand the environment in which his or her department functions? Strategic planning provides both a process and a set of outcomes that help public managers find the answers to the core questions around organizational identity and direction. Attend this session to find out how to construct your department’s strategic plan, how to involve other stakeholders in its development, and how to ensure successful implementation. *Presented by Jeff Russell, Russell Consulting.* To register, please call 608-262-0810 or 1-800-752-9692.

December 14, 2011 – **“Executive Writing: Effective Workplace Communication”** – Certified Public Manager Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$128. As a manager, you are called upon to communicate about a broad range of issues. This class helps you to strengthen your writing of memos, letters and reports. You learn to select your structure and supporting materials carefully, choose language appropriate for written—not verbal—communication, and analyze your intended audience. Pre-class writing samples are used for analysis and discussion. *Presenter Alice Honeywell has worked with the University of Wisconsin Press and UW-Madison LaFollette School of Public Affairs.* To register, please call 608-262-0810 or 1-800-752-9692.

\* December 14, 2011 – **“Voter Photo ID and Provisional Voting Information for Clerks”** – (#1780-6) – Part of the Local Government Center’s “Conducting Local Elections” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. Still unsure about all the Photo ID provisions and wondering about provisional ballot procedures? We’ll review the Photo ID law – focusing primarily on pre- and post-election day activities – and offer practical advice for handling provisional voting procedures. *Presented by representatives from the Wisconsin Government Accountability Board – Elections Division.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>. **Note: this program will be in high demand; register early!**

\* December 21, 2011 – **“Plan Commission and BOA Members as Local Officials”** – (#1782-3) – Part of the Local Government Center’s “Local Land Use, Planning, and Zoning” WisLine series. Available at any WisLine site 10:30 – 12:00 p.m. Fee \$20 per person. This program for staff and members of local plan commissions, county planning and zoning committees, and zoning boards of appeal/adjustment covers aspects of the open meetings law, ethics and conflicts of interest laws, and concepts of fairness in decision-making. *Presented by Philip Freeburg, J.D., Local Government Center Law Educator; comments by Brian Ohm, J.D., Department of Urban and Regional Planning, UW-Extension, Madison.* Contact WisLine Registrations at 608-262-0810 or consult the registration brochure online at <http://lgc.uwex.edu/WisLines/index.html>.