



# Certified Municipal Clerks and Master Municipal Clerks Training Institute

August 26-28, 2015 | Tuscaloosa, AL | Bryant Conference Center

## Wednesday, August 26, 2015

7:00-8:00 a.m.	Registration & Breakfast
7:50 a.m.	Welcome/Announcements
8:00-10:00 a.m.	<b>Community Response to Natural Disaster</b> <i>Mike Montgomery, Training Chief, Tuscaloosa Fire &amp; Rescue; Rob Robertson, Director, Tuscaloosa County EMA; Lieutenant Andy Norris, Tuscaloosa County Sheriff's Office</i>
10:00-10:15 a.m.	Break
10:15 a.m.-12:15 p.m.	<i>Community Response Presentation Continued</i>
12:15-12:45 p.m.	Lunch Provided & IIMC Update
12:45-1:45 p.m.	<b>Faces of the Storm</b> <i>A documentary by WVUA-TV and the Center for Public Television</i>
1:45-3:00 p.m.	<b>Self-Defense Training and Demonstration</b> <i>Officer Mark Cunningham and Officer Drew Wilburn, The University of Alabama Police Department</i>
3:00-3:15 p.m.	Refreshment Break
3:15-5:00 p.m.	<i>Self-Defense Presentation Continued</i>

## Thursday, August 27, 2015

7:00-8:00 a.m.	Breakfast
7:50 a.m.	Welcome/Announcements
8:00-10:00 a.m.	<b>Overview of the Municipal Court System</b> <i>Brad Bishop, Samford University, Cumberland School of Law</i>

10:00-10:15 a.m.	Break
10:15 a.m.-12:15 p.m.	<b>Municipal Court - Financial Reports, Special Funds, etc.</b> <i>Laura Roberts, Magistrate, City of Leeds</i>
12:15-12:45 p.m.	Lunch Provided
12:45-1:45 p.m.	RDS - <i>Jonathan Gerth, Christy Cato and Ashley Hancock</i>
1:45-3:15 p.m.	<b>Magistrate Duties, Legalities of Issuing Warrants, Hearing Process, New Legislation, DUI Law, etc.</b> <i>Bettye King, Court Administrator, Birmingham Municipal Clerk</i>
3:15-3:30 p.m.	Refreshment Break
3:30-5:00 p.m.	<b><i>Magistrate Presentation Continued</i></b>
6:00 p.m. - <i>Until</i>	Networking Dinner (Dutch Treat) - Location TBA

**Friday, August 28, 2015**

7:00-8:00 a.m.	Breakfast
7:50 a.m.	Welcome/Announcements
8:00-11:00 a.m.	<b>CMC: Clerk Basics and Open Meetings Act</b> <i>Tenee Fraiser, Alabama League of Municipalities</i>  <b>MMC: Presentation Skills</b> <i>Dr. Alexa Chilcutt, The University of Alabama</i>
11:15 a.m.-12:15 p.m.	Review/Test/Graduation/Adjourn