



Certified Municipal Clerks and Master Municipal Clerks Training Institute

October 26-28, 2016 | Tuscaloosa, AL | Bryant Conference Center

Wednesday, October 26, 2016

7:00-8:00 a.m.	Registration & Breakfast
7:50 a.m.	Welcome/Announcements
8:00-10:00 a.m.	Resiliency/Difficult People <i>Janice Palmer</i>
10:00-10:15 a.m.	Break
10:15 a.m.-12:15 p.m.	Resiliency/Difficult People cont.
12:15-12:45 p.m.	Lunch Provided & IIMC Update
12:45-1:45 p.m.	The Census is Not a 10 Year Event <i>Miles Mayberry</i>
1:45-3:00 p.m.	NIMS <i>Jim Golden</i>
3:00-3:15 p.m.	Refreshment Break
3:15-5:00 p.m.	Risk Management <i>Todd McCarley</i> <i>Scott Kramer</i>

Thursday, October 27, 2016

7:00-8:00 a.m.	Breakfast
7:50 a.m.	Welcome/Announcements
8:00-10:00 a.m.	CyberWorks (Job Aides in Technology & Social Media and Branding) <i>Lee Frazier, George Henry and Carrie Banks</i>

10:00-10:15 a.m.	Break
10:15 a.m.-12:15 p.m.	CyberWorks cont.
12:15-12:45 p.m.	Lunch Provided
12:45-1:45 p.m.	Fraud Awareness <i>TBD</i>
1:45-3:15 p.m.	Magistrate Duties, Legalities of Issuing Warrants, Hearing Process, New Legislation, DUI Law, Changes and Updates, Probation, etc. <i>Eric or Bettye King, Court Administrator, Birmingham Municipal Clerk</i>
3:15-3:30 p.m.	Refreshment Break
3:30-5:00 p.m.	<i>Magistrate Presentation Continued</i>
6:00 p.m. - <i>Until</i>	Networking Dinner (Dutch Treat) - Location TBA

Friday, October 28, 2016

7:00-8:00 a.m.	Breakfast
7:50 a.m.	Welcome/Announcements
8:00-11:00 a.m.	CMC: Organizational Meeting & Other Organizational Issues (recap from June) <i>Ken Smith, Alabama League of Municipalities</i> MMC: Fraud in Municipalities <i>Deloach, Barber & Caspers,</i> <i>or Carr, Riggs</i>
11:15 a.m.-12:15 p.m.	Review/Test/Graduation/Adjourn