



Upcoming Local Government Programs February – March 2019



The **UW-Extension Local Government Center (LGC)** publishes this announcement of statewide programs monthly. It includes UW-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.

Please send brochures and announcements of programs of statewide interest to Eileen Langdon (eileen.langdon@ces.uwex.edu) 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.

February 2019

February 3, 2019– **“Election Training: Baseline Chief Inspector”** – Wisconsin Elections Commission (WEC)-approved. 1:30 pm – 4:30 pm. Madison Police Midtown District, Madison. Questions call Allison Coakley (608) 261-2033. To register or for more information online visit <http://elections.wi.gov/clerks/education-training/schedule>

February 1 – March 30, 2019 – **“2019 District Meetings”** – Wisconsin Towns Association. 8:00 am – 3:15 pm. Cost: \$50, late registration \$60. For more information, please visit the Wisconsin Towns Association website at <http://wisctowns.com>.

2019 Wisconsin Towns Association District Meeting Locations and Dates:

Ripon	Friday, February 1	Royal Ridges Conference Center
Manitowoc	Saturday, February 2	Farm Wisconsin Discovery Center
Kimberly	Friday, February 8	Liberty Hall
Wabeno	Saturday, February 9	Potawatomi Carter Casino
Cable	Friday, February 15	Lakewoods Resort and Lodge
Cumberland	Saturday, February 16	Das Lach Haus
Neillsville	Friday, February 22	American Legion Post 73
Juneau	Friday, March 1	Juneau Community Center
Whitewater	Saturday, March 2	841 Brewhouse
Barneveld	Friday, March 8	Deer Valley Lodge
Wisconsin Dells	Saturday, March 9	Kalahari Resort
Eau Claire	Friday, March 15	Florian Gardens
Warrens	Saturday, March 16	Three Bears Resort
Stevens Point	Saturday, March 30	Holiday Inn & Convention Center

February 6-7, 2019 – **“Advancements in Stormwater and Erosion Control”** – Annual Conference of NASECA-Wisconsin, Ho-Chunk Convention Center, Wisconsin Dells,

8:00 am – 4:00 pm. Cost: \$295 (Single Day \$195). Two-day conference focused on erosion control and stormwater management. Presenters from state agencies, municipalities and consulting firms will discuss topics that include the LIDAR Analysis, Permeable Pavement, Updates on Rules and Guidance, Soil Amendments, Stream Stabilization, in addition to case studies related to stormwater and erosion control. For a full agenda and information on CD/PDHs (including professional conduct and ethics) and DSPS credentials and online registration, visit www.nasecawi.org.

*February 13, 2019 – **“Complying with the New Housing Report Requirements”** – UW-Extension Local Government Center *Local Land Use Planning and Zoning* teleconference series. 10:30 am – 12:00 noon. Cost: \$20. During the last legislative session, the Wisconsin Legislature passed 2017 Wisconsin Act 243 which requires two reports if your city or village has a population over 10,000. These reports are on the implementation of the housing element of the community’s comprehensive plan and the community’s residential development fees. This program covers the legal requirements as well as tools and approaches available to communities to prepare these reports. *Presenters: Kurt Paulsen, PhD, AICP and Brian Ohm, JD*. Questions: Local Government Center 608-262-9960 or visit <http://lgc.uwex.edu>.

February 13, 2019 – **“Zoning Board of Adjustment and Appeals Workshop”** – UWSP/UW-Extension Center for Land Use Education. 9:00 am - 12:00 noon, Hotel Northland, Green Bay. Cost: \$20. This workshop will provide information about zoning and the legal standards that apply to zoning board decisions. *Presenter: Lynn Markham, Land Use Specialist Center for Land Use Education, Paul Neumeyer, City of Green Bay Zoning Administrator*. Questions: Lynn Markham 715-346-3879 or lynn.markham@uwsp.edu. Find brochure and register online at <https://www.uwsp.edu/cnr-ap/clue/Pages/workshops/workshopszb.aspx>.

February 14, 2019 – **“Presenting Yourself to One or Many”** – Certified Public Manager[®] Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$175. Effective speaking is a key skill for the successful manager. Learn tips to strengthen that skill in many different settings. Review how to use everyday occasions to enhance your personal presence. Develop skills to improve your formal speeches and to interview effectively with the media. Ample opportunity for practice plus exercises for continuing to improve on your own. *Instructor: Al Guyant*. Questions: Sunshine Jansen, 608-262-4354. To register, call 608-262-0810 or 800-725-9692 or register online at <https://continuingstudies.wisc.edu/classes/presenting-yourself-one-many/>.

February 15, 2019 – **“Executive Writing: Effective Workplace Communication”** – Certified Public Manager[®] Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$175. Strengthen your ability to write memos, letters, and reports covering a broad range of issues. Learn techniques to increase efficiency, apply different structures depending on your purpose, improve your editing, choose appropriate language for written rather than oral communication, and analyze your intended audience. We use writing samples for analysis and discussion. *Instructor: Kyle Henderson*. Questions: Sunshine Jansen, 608-262-4354. To register, call 608-262-0810 or 800-725-9692 or register online at <https://continuingstudies.wisc.edu/classes/executive-writing/>.

February 18, 2019 – **“Zoning Board of Adjustment and Appeals Workshop”** – UWSP/UW-Extension Center for Land Use Education. 12:30 pm - 3:30 pm, Northern Great Lakes Visitor Center, Ashland. Cost: \$20. This workshop will provide information about zoning and the legal standards that apply to zoning board decisions. *Presenter: Lynn Markham, Land Use Specialist*

Center for Land Use Education, Robert Schierman, Bayfield County Planning and Zoning Director (Ashland). Questions: Lynn Markham 715-346-3879 or lynn.markham@uwsp.edu. Find brochure and register online at <https://www.uwsp.edu/cnr-ap/clue/Pages/workshops/workshopszb.aspx>.

February 18, 2019 – **“The Opioid and Meth Epidemic: What Counties Can Do to Ease Wisconsin’s Drug Epidemic”** – Wisconsin Counties Association Educational Seminar. 9:00 am – 3:00 pm. Cost: Member no cost, nonmembers \$115. Holiday Inn Hotel & Convention Center, Stevens Point. Lunch on your own. Topics include: Overview of the Opioid Epidemic in Wisconsin; Dane County’s Jail Opiate Project; Overdose Death Review Teams; Opioid Overdose Reduction Project; Overview of the Meth Epidemic in Wisconsin; kNOw Meth Barron County. *Presenters: Sarah Diedrick-Kasdorf, Paul Krupski, Andrew Van Hyfte, Brittany Wiersma, Sharon Boesl, Sara Jesse, Kenosha County staff, Mike Austin, Kayleigh Mengel, Carrie Simon, Stacey Frolik, Sarah Turner.* Questions call 608-663-7188. For more information online register at <https://fs30.formsite.com/Wiscounties/uikqk7smmo/index.html>.

February 20, 2019 – **“Basic Management for Supervisors”** UW-Madison Transportation Information Center, 8:00 am – 3:30 pm. Madison Water Works, Madison. Cost: \$150. Learn the basic tasks of management, common public works service delivery methods, and how public works departments are structured to insure accountability and efficiency. Also, you will review common work planning systems and how to better plan your own time. *Instructor: Steve Pudloski.* Questions: 1-800-442-4615. To register call 1-800-462-0876, or visit <https://epd.wisc.edu/tic/workshops/>.

February 26, 2019 – **“MyVote and You”** – Wisconsin Elections Commission *2019 WisVote Spring Election Training* webinar series. Statewide webinar. 10:00 am – 11:00 am. A webinar to discuss everything recent updates and improvements to the MyVote website. We will also discuss the various MyVote notification emails and how/when they are generated and how they should be handled/processed by a clerk’s office. Questions: Allison Coakley 608-261-2033. For more information about webinar access visit https://elections.wi.gov/sites/default/files/story/2019_wisvote_webinar_spring_schedule_pdf_88343.pdf.

February 27, 2019– **“A Review of Election Day Procedures: Clerks, Chief Inspectors and Poll Workers”** – Wisconsin Elections Commission *2018-2019 Election Administration Training* webinar series. Statewide webinar. 10:00 am – 11:00 am. This webinar will provide a general review of some basic and not so basic duties that election inspectors have on Election Day. Some Election Day procedures, such as registering voters and remaking ballots, are more basic in nature. Other procedures for challenging a voter or issuing a provisional ballot, may not get a lot of attention because election inspectors do not encounter these situations very often. Regardless, this is crucial information for new election workers and a good review for more seasoned ones. Questions: Allison Coakley 608-261-2033. For more information about webinar access visit https://elections.wi.gov/sites/default/files/story/2018_2019_ea_webinar_schedule_pdf_91210.pdf.

*February 28, 2019 – **“Farm Economic Trends and their Effects on Farmers and Local Communities”** – UW-Extension Local Government Center *Local Government Issues, Challenges and Strategies* teleconference series. 10:00 am – 11:00 am. Cost: \$20. Agriculture has been a major economic engine in Wisconsin, but increasing financial stress has led to an uptick in farm bankruptcies across the state. The presenters will discuss economic trends affecting agriculture, the impacts on Wisconsin farmers, and implications for Wisconsin’s

communities. *Presenters: Paul Mitchell, Gary Sipiorski.* Questions: Local Government Center 608-262-9960 or visit <http://lgc.uwex.edu>.

March 2019

March 1 – March 30, 2019 – “**2019 District Meetings**” – Wisconsin Towns Association. 8:00 am – 3:15 pm. Cost: \$50, late registration \$60. For more information, please visit the Wisconsin Towns Association website at <http://wisctowns.com>.

2019 Wisconsin Towns Association District Meeting Dates and Locations

Juneau	Friday, March 1	Juneau Community Center
Whitewater	Saturday, March 2	841 Brewhouse
Barneveld	Friday, March 8	Deer Valley Lodge
Wisconsin Dells	Saturday, March 9	Kalahari Resort
Eau Claire	Friday, March 15	Florian Gardens
Warrens	Saturday, March 16	Three Bears Resort
Stevens Point	Saturday, March 30	Holiday Inn & Convention Center

March 6-7, 2019 – “**Conducting Fearless Performance Reviews**” – Certified Public Manager[®] Program. 8:30 am - 3:15 pm, Pyle Center, Madison. Cost: \$295. You can make performance reviews more meaningful. Learn how to establish clear performance expectations early in the process and facilitate a collaborative conversation between supervisors and employees. Gain tools to define what great performance is for each employee, develop SMART expectations for every position, identify the right coaching goals, and create a transformative approach for conducting effective and inspiring face-to-face performance reviews. Class fee includes the instructor’s book, *Fearless Performance Reviews*. *Instructor: Jeff Russell*. Questions: Sunshine Jansen, 608-262-4354. To register, call 608-262-0810 or 800-725-9692 or register online at <https://continuingstudies.wisc.edu/classes/conducting-fearless-performance-reviews>.

*March 6, 2019 – “**Southwestern Wisconsin Economic Development Summit**” Local UW-Extension offices, Wisconsin Regional Planning Commission, Prosperity Southwest Wisconsin. 10:00 am – 3:00 pm. Belmont Convention Center, Belmont. Cost: None. Using the latest research and data specific to Wisconsin and its Southwestern region, we will learn about and discuss some of the pressing issues and opportunities faced by our communities. *Researchers: Tessa Conroy, Steve Deller, Matt Kures, Kristin Runge*. Questions: Laurie Lindquist 608-265-8136. To register visit <https://cced.ces.uwex.edu/2019-southwestern-wisconsin-economic-development-summit/>.

March 6, 2019 – “**Equipment Use and Workplace Safety**” UW-Madison Transportation Information Center, 8:30 am – 3:30 pm. University of Wisconsin Fond du Lac, Fond du Lac. Cost: \$150. This class is part of the Public Works Supervisory Academy (PWSA) and the Public Works Management Institute (PWMI). You may enroll in individual classes without enrolling in either the Academy or the Institute. Learn how to take a leadership role to actively foster a culture of safety in your organization, investigate accidents to find causes and lessons learned, and reduce job hazards and prevent accidents. *Instructor: Steve Pudloski*. Questions: 1-800-442-4615. To register call 1-800-462-0876, or visit <https://epd.wisc.edu/tic/workshops/>.

*March 13, 2019 – “**Regional Planning for Change in a Big Way: Foxconn**” – UW-Extension Local Government Center *Local Land Use Planning and Zoning* teleconference series.

10:30 am – 12:00 noon. Cost: \$20. Foxconn’s new liquid crystal display panel glass fabrication facility is projected to be approximately 20 million square feet, the largest such facility in the state and one of the largest manufacturing campuses in the world. This program explores the regional impacts of the development on land use, stormwater runoff, transportation, and housing and the planning necessary to address those impacts by the Southeastern Wisconsin Regional Planning Commission. *Presenters: Ben McKay, AICP, Kevin Muhs, and Laura Herrick.* Questions: Local Government Center 608-262-9960 or visit <http://lgc.uwex.edu>.

March 13, 2019 – **“Preparing for the April Election: Clerks, Chief Inspectors and Poll Workers”** – Wisconsin Elections Commission *2018-2019 Election Administration Training* webinar series. Statewide webinar. 10:00 am – 11:00 am. This webinar will offer what was learned during this busy election cycle and offer some best practices for clerks and their election officials. Election security has been an ongoing concern and we will review our efforts toward ensuring the integrity of elections data and voting equipment. Electronic poll books will have been used in several elections and we will let you know what the clerks and their election inspectors think about the implementation of the Badger Book. Questions: Allison Coakley 608-261-2033. For more information about webinar access visit <https://elections.wi.gov/clerks/recent-communications>.

March 19, 2019 – **“WisVote Post-Election: Heading for the Finish Line”** – Wisconsin Elections Commission *2019 WisVote Spring Election Training* webinar series. Statewide webinar. 10:00 am – 11:00 am. A webinar to discuss everything you need to handle post-election in WisVote. Topics will include reporting deadlines, Election Day and incomplete registrations, voter participations, voter felon audit, post supplemental poll book, the Indefinitely Confined letter and much more. Questions: Allison Coakley 608-261-2033. For more information about webinar access visit <https://elections.wi.gov/clerks/recent-communications>.

March 20, 2019 – **“Organizational Performance Measurement”** – Certified Public Manager[®] Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$175. Differing in content and scope from simple performance evaluation, organizational performance evaluation teaches you to analyze your agency’s effectiveness in achieving objectives. In this workshop, you learn how to avoid the pitfalls of confused objectives when managing your organization’s performance, and examine the most efficient ways to achieve success at every level of management. *Instructor: Guy VanRensselaer.* Questions: Sunshine Jansen, 608-262-4354. To register, call 608-262-0810 or 800-725-9692 or register online at <https://continuingstudies.wisc.edu/classes/organizational-performance-measurement>.

March 20, 2019 – **“Improving Communication Skills”** – UW-Madison Transportation Information Center, 8:30 am – 3:30 pm. Madison Water Works, Madison. Cost: \$150. This class is part of the Public Works Supervisory Academy (PWSA) and the Public Works Management Institute (PWMI). You may enroll in individual classes without enrolling in either the Academy or the Institute. Improve your communication skills and be able to write understandable memos, letters, emails, and reports, organize and conduct effective meetings, hold effective one-on-one conversations, give clear orders and assignments, and deal with unrealistic expectations and the angry customer. *Instructor: Al Guyant.* Questions: 1-800-442-4615. To register call 1-800-462-0876, or visit <https://epd.wisc.edu/tic/workshops/>.

March 21, 2019 – **“Work Satisfaction, Performance, and Engagement”** – Certified Public Manager[®] Program. 8:30 am – 3:15 pm, Pyle Center, Madison. Cost: \$175. This class helps dispel the many myths about what managers can and should do to support employee work performance, satisfaction, and engagement. Learn what decades of real-world management experience reveals about best practices and tools for day-to-day manager activities, plus gain insights from recent research focusing on today’s diverse and fast-moving environments. *Instructor: Laura V. Page.* Questions: Sunshine Jansen, 608-262-4354. To register, call 608-262-0810 or 800-725-9692 or register online at <https://continuingstudies.wisc.edu/classes/work-satisfaction-performance-engagement/>.

An EEO/AA employer, University of Wisconsin Extension provides equal opportunities in employment and programming, including Title VI, Title IX and American with Disabilities (ADA) requirements. Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of the program or activity for which it is needed. Please do so as early as possible prior to the program or activity so that proper arrangements can be made. Requests are kept confidential.