

ALASKA MUNICIPAL MANAGEMENT ASSOCIATION

ONE SEALASKA PLAZA, SUITE 200 Juneau, Alaska 99801, (907) 586-1325

2018 Annual Conference

Adventure Room

Hotel Captain Cook, Anchorage Alaska

November 12-13, 2018

Monday, November 12, 2018 (8:00 a.m. to 5:00 p.m.)

- 9:00 - 12:00 New Manager Orientation – Mila Cosgrove
- 12:00 - 1:30 Lunch (on your own) / Conference Registration & Check In
- 1:30 - 3:00 *Leadership Development* – Cathy LeCompte (UAS MPA Program)
- 3:00 - 3:30 Break / Networking
- 3:30 - 4:30 *Leading Department Heads* – By Kevin Duggan, ICMA West Coast Regional Director
- 6:00 AMMA Dinner w/Attorneys – Sullivan's

Tuesday, November 13, 2018 (8:00 a.m. to 5:00 p.m.)

- 8:00 Breakfast
- 8:15 - 8:20 Welcome & Introductions – Jim Williams
- 8:20 - 8:45 AML Update – Nils Andreassen, AML Executive Director
- 8:45 - 9:30 ICMA Update – Kevin Duggan, ICMA West Coast Regional Director
- 9:30 – 10:30 *Smart Communities* – by MatSu Borough
- 10:30 - 11:00 Break, Networking
- 11:00 - 12:00 *Attorney / Manager Relations*: by Katie Koester and Paul Ewers
- 12:00 - 1:00 Lunch / Networking
- 1:00 - 2:00 *Municipal / State Relations* – by John Hozey, Chief of Staff, Governor Walker
- 2:00 - 3:00 *Information Systems Security* – by Jim Williams
- 3:00 - 3:30 Break, Networking
- 3:30 - 5:00 AMMA Annual Board Meeting – see agenda attachment
- 5:00 Wrap-up
- 6:30 AMMA Dinner - Glacier Brew House



Wednesday, November 14, 2018

AML Annual Conference

- Opening Session & Keynote
- Day One Workshops, Panel Discussions and Presentations
- Welcome Reception

Thursday, November 15, 2018

AML Annual Conference

- Day Two Workshops, Panel Discussions and Presentations
- AML President's Reception, Silent Auction & Awards

Friday, November 16, 2018

AML Annual Conference

- Board of Directors Elections
- Annual Business Meeting: Adoption of Resolutions, Priorities and Position Statements.



Alaska Municipal Management Association
New Managers Orientation
Hotel Captain Cook, Anchorage, Alaska
November 12, 2018 (9:00 a.m.)

- 9:00 – 9:15: Welcome & Introductions – Mila Cosgrove / Jim Williams
- 9:15 – 9:30: Local Government 101 – Katie Koester
- a) Governance Structures
 - b) Open Meetings Act
 - c) Public Records
- 9:30 – 10:30: Leading the Organization – Mike Tvenge/ Mila Cosgrove
- a) Understanding your role - Mike
 - b) Leading Department Heads & Managers - Mike
 - c) Labor/Management Relations - Mila
 - d) Building Culture - Mila
- 10:30 – 10:45: Break
- 10:45 – 11:30: Working with your Council/Assembly – John Moosey
- a) Professional Ethics/Declaration of Ideals
 - b) Understanding your role
 - c) Communications
 - d) Navigating politics
- 11:30 – 11:45: AMMA/ICMA resources – Jim Williams
- 11:45 – 12:00: Wrap up

Alaska Municipal Management Association
Annual Business Meeting Agenda
Hotel Captain Cook, Anchorage, Alaska
November 13, 2018 (3:00 p.m.)

- I. Call Meeting to Order
- II. Record Attendance
- III. Approval of Minutes from Prior Meetings
 - a. November 14, 2017
 - b. August 22, 2018
- IV. Approval of the Agenda
- V. President's Report
- VI. Financial Report
- VII. Committee Reports (Professional Development, Technology, 2021 Northwest Managers Meeting)
- VIII. Unfinished Business
 - a. Action: FY2019 Budget
 - b. Action: Decision on Alaska Location for the Northwest Regional Manager's meeting in 2021
- IX. New Business
 - a. Action: 2019 ICMA Planning Conference Committee Scholarship (\$1,000)
 - b. Discussion/Action: AMMA Assets/Savings Reallocation Proposal
 - c. Discussion: 5-year Budget Plan – Align Assets & Resources to Organizational Goals
- X. Election of New Officers

President (one year term)
Vice President (one year term)
Secretary/Treasurer (one year term)
At-Large (one year term)
At-Large (one year term)
Past President (Jim Williams??)
- XI. Appointment of Committee Chairpersons for upcoming year

Professional Development
Technology
2021 Northwest Managers Meeting
- XII. Adjournment