



## **NEWLY ELECTED OFFICIALS TRAINING**

**Monday, November 12, 2018**

**Anchorage, Alaska**

- 8:00 a.m. - 8:45 a.m. Registration & Breakfast (Buffet will be provided)
- 9:00 a.m. – 9:30 a.m. Opening Remarks
- Logistics – Kristie Smithers, MMC, Retired Municipal Clerk
  - Beth McEwen, MMC, Municipal Clerk, City & Borough of Juneau
  - Welcome – Mayor Ethan Berkowitz, Municipality of Anchorage
  - Welcome – Mayor Pat Branson, President, AML
  - Welcome – Nils Andreassen, Executive Director, AML
  - Introduction of Participants
- 9:30 a.m. – 10:30 a.m. Roles & Responsibilities of Municipal Officials
- Johni Blankenship, MMC, Borough Clerk, Kenai Peninsula Borough
  - Scott Bloom, Attorney, City of Kenai
- 10:30 a.m. – 10:45 a.m. BREAK
- 10:45 a.m. – 12:00 p.m. Budgets and Governmental Accounting
- Bikky Shrestha, Audit Partners and Alex Beckman, Managing Director, BDO USA, LLP
- 12:00 p.m. – 1:00 p.m. LUNCH (Buffet will be provided)
- 12:15 p.m. – 1:00 p.m. Lunch Speaker: Ray Gillespie, AML Lobbyist
- 1:00 p.m. – 2:00 p.m. Local Tax Policy in Alaska
- Marty McGee, State Assessor
- 2:00 p.m. – 3:15 p.m. Open Meetings Act
- Jill Dolan, Attorney, Fairbanks North Star Borough
  - Michael Gatti, Attorney, Jermain, Dunnagan & Owens, PC
- 3:15 p.m. – 3:30 p.m. BREAK
- 3:30 p.m. – 5:00 p.m. Open Meetings Act (Continued)
- Jill Dolan, Attorney, Fairbanks North Star Borough
  - Michael Gatti, Attorney, Jermain, Dunnagan & Owens, PC

Wrap up for the day and completion of assessment forms for today's sessions.

**NEWLY ELECTED OFFICIALS TRAINING**  
**Tuesday, November 13, 2018**  
**Anchorage, Alaska**

- 7:45 a.m. – 9:00 a.m. Late Registration & Breakfast (Buffet will be provided)
- 8:30 a.m. – 9:00 a.m. Breakfast Speakers: AML/JIA and AMLIP introduction to AML member services
- 9:00 a.m. – 10:15 a.m. Quasi-Judicial Role and Ex Parte Contact
- Jill Dolan, Attorney, Fairbanks North Star Borough
  - Michael Gatti, Attorney, Jermain, Dunnagan & Owens, PC
- 10:15 a.m. – 10:30 a.m. BREAK
- 10:30 a.m. – 12:00 p.m. Ethics and Conflicts of Interest
- Matt Mead, Attorney, Landye Bennett Blumstein LLP
- 12:00 p.m. – 1:00 p.m. LUNCH - (Buffet will be provided)
- 1:00 p.m. – 3:00 p.m. Parliamentary Procedures and Conducting Effective Meetings
- Lonnie McKechnie, CMC, Borough Clerk, Matanuska-Susitna Borough
- 3:00 p.m. – 3:15 p.m. BREAK
- 3:15 p.m. Mock Meeting

Wrap up for the day and completion of assessment forms for today's sessions.