A Shared Vision Leads Legislative Success

The regular 2017 Minnesota Legislative Session adjourned at midnight on Monday, May 22, with many priority spending items still on the table. While a few smaller budget bills passed prior to adjournment, the unfinished bills represented the majority of state spending. Shortly before adjourning, however, legislative leadership announced that a tentative agreement had been reached with Gov. Mark Dayton. The governor therefore called upon the Legislature to hold a special session that began 12:01 a.m. the same night. At the time of this publication, the special session has been extended and several bills are still being considered. None of the major funding bills has been signed by the governor at present. Caught up in the special session were most of the high priority bills for AMC, including the Tax bill and the Transportation bill.

In the Tax bill, the Legislature provided an additional $25.5 million per year in County Program Aid (CPA) - starting in 2018- to implement AMC’s CPA formula change supported by all 87 counties. In addition, the tax package has funding for Indian Child Welfare Act aid, buffer aid, and an increase for Payment in Lieu of Taxes (PILT) for non-natural resources land. While this bill has not garnered the governor’s signature at the time of this publication, AMC wants to thank all members and county staff who have taken time to inform their state representatives, provide input during CPA work group sessions and testify in front of the Legislature.

We also want to thank the bill’s chief authors, Representative Backer and Senator Miller, alongside devoted county supporters Senators Gary Dahms, Paul Gazelka and House Tax Chair Greg Davids and Senate Tax Chair Roger Chamberlain for their hard work in pushing these priorities forward.

After several years with no transportation funding package, the special session compromise bill is an important investment in the statewide transportation system. The bill includes $300 million in spending, with $100 million less in auto parts sales tax (general fund) than original versions of the bill. A new $75 electric vehicle surcharge is included. The total County-State Aid Highway (CSAH) appropriation is $66.373 million in FY ’18-19 and $134.976 million in FY ’20-21. The bill also allocates additional funding to transit. Finally, the Motor Vehicle Leased Sales Tax (MVLeST) will be distributed as follows in FY ’18-19:

- 13% Local Bridge Program = $25,194 million
- 11% HUTDF = $21,318 million
- 38% to Greater MN Transit = $73,644 million
- 38% to 5 Metro Counties = $73,644 million

Our success on these high priority items can be credited to you, our members. With a shared vision, a common voice, and proactive advocacy, county commissioners and county staff were instrumental in conveying the importance of these critical investments. We appreciate the time and effort that you put into talking to legislators at home and in Saint Paul, responding to action alerts and participating in events, as well as informing and supporting the day to day efforts of the AMC staff. We look forward to continuing to work with you as we transition from advocacy to implementation.

Wheelage Tax Changes for 2018

On behalf of the Association of Minnesota Counties and the Department of Vehicle Services (DVS), we would like to notify you about changes to the wheelage tax that go into effect on January 1, 2018. The 2013 Minnesota Legislature authorized all counties to collect a $10 wheelage tax to support local transportation needs and beginning January 1, 2018, counties may increase the wheelage tax up to $2 per year. DVS asked us to share the following information with all counties:

- Counties intending to start or increase the wheelage tax must notify DVS of their intentions by August 1, 2017, by submitting a copy of the county board resolution or meeting minutes. The board resolution or meeting minutes must show the board approved the adoption of the wheelage tax and the amount to be collected. It must be received at DVS by August 1, 2017.
- This also applies to all counties that currently collect the wheelage tax and wish to change the tax from an amount other than $10 or intend to end the collection of the wheelage tax altogether. Any county that currently collects the wheelage tax and does not intend to make a change in the tax amount for 2018 does not need to notify DVS.
- If you have any questions about the information provided above, please don’t hesitate to reach out to AMC’s Transportation Policy Analyst, Emily Pugh, at 651-789-4399 or epugh@mncounties.org.

Registration Open for AMC’s New Regional Training Workshops

AMC’s goal is to make it easy to attend workshops on the topics that you request most in a city near you. Learn useful material and practice new skills with your colleagues – without traveling far from home.

Subject areas include:

- Challenging Conversations (June) - There is still space for more registrants at all locations! Register Today!
- Public Speaking (June/July) - There is still space for more registrants at all locations! Register Today!
- Mental Health & Wellness (August)
- Succession Planning (August/September)
- Continuous Improvement (September/October/November)
- Diversity and Inclusion (September/October/November)
- Healthy Communication (September/October/November)

Visit the Regional Trainings Workshops under Meetings and Education at www.mncounties.org to see detailed flyers about the workshops in each area. We encourage you to download and share the flyer with colleagues in your county!
By Gary Hendrickx, Swift County Commissioner & AMC President

Board Member Perspectives

I’m continuing to focus my columns on spotlighting some of the leaders in our association, namely members of the Board of Directors. This time around, I asked two of our policy committee chairs – Blue Earth County Commissioner Mike Purvis and Wright County Commissioner Mike Potter – to share some of their thoughts on the importance of policy committees and their roles as leaders of these essential groups that are integral to the work of our association.

My sincere thanks to Commissioners Purvis and Potter for sharing some insights with us. I believe that the key to success in county government is learning from each other and AMC is the only place that brings us all together in the pursuit of serving our citizens to the very best of our abilities.

Commissioner Will Purvis, Blue Earth County
AMC Public Safety Policy Committee Chair

How has your perspective changed as you have served as a county commissioner?

I spent 27 years as a deputy sheriff with Blue Earth County before retiring and running for the county board. I came onto the board with a good understanding of county government and felt that I had a pretty good handle on everything to do with county government. It didn’t take long to figure out that there were many things that I had to learn.

As captain of detectives in the Blue Earth County Sheriff’s Department, I was responsible for my budget but nothing close to the magnitude of the county budget. My strongest area of interest was public safety, simply from my background. I also owned a farm and, because my district is largely rural, I became very involved in ag issues especially county drainage systems. I don’t think my perspective has changed, but it has certainly broadened.

How has the role of a county commissioner changed since I was first elected?

As far as how the role of a commissioner has changed in the ten years I have been a commissioner, I don’t think the role has changed as much as I have grown and become more involved at the state and federal level. The one thing I have learned through the years is that counties from all over the state have a lot of the same issues as we have. I represent the county on about 20 committees at the local and state level and enjoy every minute of it.

Commissioner Mike Potter
AMC Transportation & Infrastructure Policy Committee Chair

How has your perspective changed as you have served as a county commissioner?

First and foremost, the amount of time and energy required to be effective as a commissioner is far more than I ever realized. Also, the broad base of knowledge needed to make informed decisions that affect your county can be overwhelming at times because counties are responsible for such a wide variety of services.

How has the role of a county commissioner changed since I was first elected?

I have come to realize that all counties have the same goal to provide good customer service to their constituents while being mindful of the tax burden. As a former mayor, I know you can push your agenda harder in city government, but I’ve found that being a commissioner takes more knowledge, patience, and perseverance to achieve your goals and vision.

By Julie Ring, AMC Executive Director

Policymaking hasn’t changed that much, but the ability to easily communicate is the game-changer.

The end of the legislative session has become a predictable rush of last minute deals, with the details of major budget bills negotiated by the leadership of the House, Senate and the governor. This has been the trend for the past decade (or more), regardless of which party is in the majority. Yet every year, the end of session news stories focus on work “done in secret, in the middle of the night,” as though it’s a new phenomenon. And while it’s fair to debate the amount of transparency and public involvement in the process, it’s also important that we know how to adapt and get our work done.

In general, policymaking hasn’t changed that much. Personal relationships still matter. The work of AMC and our county members to share information with legislators still occurs all year long – in local coffee shops and the aisles of the grocery store, and in more formal briefings and events. To that end, AMC has invited local legislators to spring district meetings for the past three years, so legislators and county officials can discuss the outcomes of the session together. Invitations were sent this to all legislators last week, and we encourage AMC members to reach out and personally invite your local legislators to your meetings.

Technology is our friend! One key difference from a decade ago is the immediate accessibility of legislators and administration staff through text and email. County officials from across the state can monitor legislative hearings and floor sessions through webcast and television broadcast, and can instantly weigh in with their legislators in real time during the debate. I have witnessed legislators quoting county officials during floor debates based on texts they have just received. The easiest way “to get in the room” with legislators and administration staff is to first have a personal relationship, and second have the ability to contact them via text.

Technology is our friend, part two! One of the biggest changes in the past decade is amount of policy debate that occurs on social media platforms like Twitter. Particularly during the last weeks of session, when legislators have long floor sessions and a lot of down time, many of them turn to social media to get information. Legislator and lobbyists alike use the hashtag #mnleg to sort information about the session. AMC has adopted the hashtag #mncounties to organize tweets about counties. While the #mnleg Twitter feed can certainly become an echo chamber, it’s also one of the best ways to get immediate information about what’s happening at the Capitol. Legislators, lobbyists, and reporters use Twitter to share rumors and tips, and it’s a great way to get real time opinions about issues in front of the legislature.

As this edition of the AMC newspaper goes to press, AMC staff are still monitoring Twitter and texting with legislators as they put the final touches on the budget bills during the special session. We will have our comprehensive legislative summary ready in two weeks, just in time for our Spring District Meetings. We hope to see you all there!
Successful plans take partnership.

Let’s talk retirement today: Thomas Jones Jr, 612-597-7631

Information provided by Retirement Specialists is for educational purposes only and not intended as investment advice. Nationwide, through its affiliated retirement plan service and product providers, have endorsement relationships with the National Association of Counties and the International Association of Fire Fighters Financial Corporation. More information about the endorsement relationships may be found online at www.nflrs.com. Retirement Specialists are registered representatives of Nationwide Investment Services Corporation, member FINRA.

Nationwide and the Nationwide Eagle are service marks of Nationwide Mutual Insurance Company. © 2016 Nationwide.
**The Federal Perspective**

By Dennis McGrann, AMC Federal Liaison
Lockridge Grindal Nauen LLP

**Congressional Schedule**

In the last month, the House spent most of its time on advancing healthcare legislation. The House passed the American Health Care Act, now sending work on healthcare legislation to the Senate. The House is expected to move onto other issues including tax reform and infrastructure investments. In addition, Congress was able to wrap up the appropriations process for Fiscal Year 2017 (FY17), and are now set to begin work on Fiscal Year 2018.

**In the United States Senate...**

**Affordable Care Act Repeal:** Now that the House has passed a bill to repeal major portions of the Affordable Care Act, 13 senators have formed a working group to draft their own version of legislation revamping the 2010 healthcare law. It has been announced that the Senate is starting from scratch, and will work to formulate their own version of the legislation. Before they get too far into the drafting process, Senators have indicated they will wait for the Congressional Budget Office's score of the House bill to make sure their version complies with reconciliation procedures that are being used to bypass the Senate's filibuster rules. Those rules require that any budget savings in the House-passed bill be preserved in the Senate version.

**Infrastructure Plan:** Chairman of the Senate Commerce, Science, and Transportation Committee John Thune (R-SD) indicated on Wednesday, May 10, that an infrastructure proposal may not be brought up until next year. Numerous other priorities on the agenda including healthcare legislation, tax reform, and funding the government, may not allow for time on the Congressional calendar this year. The Chairman also indicated that after speaking with the Administration, they are likely to approach infrastructure investment separately from tax reform. Regardless of the larger infrastructure package, however, the Chairman said that a Federal Aviation Administration reauthorization could come to the Senate floor in July.

**Broadband Infrastructure Hearing:** The Senate Commerce, Science, and Transportation Committee held a hearing on Wednesday, May 3, regarding U.S. broadband infrastructure investments. The hearing was about ways to reduce the barriers of broadband deployment across underserved areas across the United States. In the hearing, Senators heard from a variety of witnesses on ways to streamline broadband deployment and infrastructure, with a focus on rural areas and encouraging private investment in next-gen telecommunications services. Among the witnesses was SpaceX Vice President of Satellite Development Patricia Cooper, who testified that she sees substantial demand for high-speed broadband in the United States and that millions of Americans outside of limited urban areas lack basic, reliable access. The committee also heard testimony from Mayor Gary Resnick of Wilton Manors, Florida, who testified that local and federal governments need to work together as productive partners to accomplish mutual broadband goals and discouraged the idea of a one-size-fits-all federal plan.

**Water Resources Hearing:** The Senate Environment and Public Works subcommittee and the Transportation and Infrastructure Subcommittee held a hearing on Tuesday, May 9, on the role of the public and private sectors in water resources. Witnesses included Lieutenant General Todd Semonite, commanding general and chief of engineers for the U.S. Army Corps of Engineers.

**In the United States House of Representatives...**

**Appropriations:** The Congress wrapped up work on the appropriations process for FY17, and was able to avert a government shutdown. In the end the 11-bill omnibus appropriations package secured $1.1 trillion in funds for the federal government. The bipartisan budget fully funded the Community Services Block Grant as well as other important programs for cities and counties. The bill provided a modest boost to $465 million for the Payments in lieu of taxes program. The Great Lakes Restoration Initiative received level funding of $300 million. The bill also provides $160.5 million to help states and local communities in the fight against heroin and illegal use of opioids, a $35.5 million increase over fiscal year 2016 level. Funding includes $10 million in grant funding for statewide anti-heroin task forces.

But because of the delay in finalizing the FY17 funding, lawmakers only have five months until FY18 begins. Therefore they are set to begin almost immediately working on various appropriations bills to fund the government.
Elections Bill Includes New Reform to Special Elections

By Steve Simon, Minnesota Secretary of State

As I write this column, the Minnesota Legislature is still meeting in a special legislative session. Thank you to everyone who has dedicated their time and energy this session to helping improve our state’s election system—whether it was talking to your local legislators, providing testimony, or offering support in other ways. Your voice is critically important.

On the legislative front, many of the budget bills remain uncertain at this time. As it relates to elections, we are hopeful the State Government Finance Bill will ultimately include funding to help counties and municipalities replace aging election equipment. This is the number one issue I hear about from all of you as I travel throughout the state. My office, in conjunction with many of you, has been working overtime to make sure this pressing need is addressed in the final bill. My staff will be in contact with counties once we know more.

However, the good news is that the bipartisan Elections Omnibus Bill, which was passed by the legislature on May 21 and we expect the Governor to sign, includes important reforms and clarifications for election administrators.

The largest policy change in the bipartisan Elections Omnibus Bill is a new reform to special elections in Minnesota. The new reform creates five uniform dates throughout the calendar year when a special election in Minnesota is now allowed to be held to fill a vacancy in local elections or for ballot question special elections.

Those five special election dates include:

- The second Tuesday in February
- The second Tuesday in April
- The second Tuesday in May
- The second Tuesday in August
- The second Tuesday after the first Monday in November (IE. General Election Day)

As most of you know, prior to the new law, special elections could be held at any time of year. As a result, it often led to confusion for Minnesota voters on when a special election was being held in their area. This new reform is intended to improve clarity and consistency around participation in special election.

The Elections Omnibus bill also provided important clarifications for election administration officials throughout the state, such as:

- Clarifying that a person elected in a special election for a school district vacancy takes the seat immediately.
- Clarifying that the Office of the Minnesota Secretary of State cannot accept write-in candidates after 5 p.m. on the last day to file as a write-in candidate.
- Allowing cities to canvass on the second or third day after a primary election—giving cities greater flexibility to conduct and complete their canvass.
- Clarifying that counties can include an “I Voted” sticker with absentee balloting materials.

Thank you again for all the work that you do before, during, and after each legislative session and I look forward to discussing the outcome of this legislative session further in my next column.

Join Your Friends & Colleagues at AMC's Spring District Meetings!

*All meetings are held from 8:00 a.m. - 12:00 p.m. (including lunch) except where otherwise noted.

There is no pre-registration for district meetings. Attendees sign-in at the meeting and the county is billed $35 per attendee afterward.

District 1
Thursday, June 22, 2017
Hosted by: Carlton County
Black Bear Casino, 1785 Highway 210, Carlton

District 2
Wednesday, June 14, 2017
Hosted by: Beltrami County
Northern Township Hall (3 miles north of Bemidji)
445 Town Hall Road NW, Bemidji

District 3
Thursday, June 15, 2017
Hosted by: Kittson County
Far North Spirits
2045 220th Avenue, Hallock

District 4
Friday, June 16, 2017
Hosted by: Otter Tail County
Otter Tail County Government Center
500 Fir Avenue West, Fergus Falls

District 5
Monday, June 12, 2017
Hosted by: Stearns County
Stearns County Service Center - Conference Rooms B, C, D
3308 County Road 138, Waite Park

District 6
Friday, June 9, 2017
Hosted by: Big Stone County
Clinton Memorial Building
Main Street, Clinton

District 7
Wednesday, June 7, 2017
Hosted by: McLeod County
McLeod County Fairgrounds
840 Century Ave. SW, Hutchinson

District 8
Thursday, June 8, 2017
Hosted by: Redwood County
Redwood County Government Center - MN West Training Center
403 South Mill Street, Redwood Falls

District 9
Monday, June 5, 2017
Hosted by: Olmsted County
Olmsted County Community Services Campus - Room 161
2117 Campus Drive SE, Rochester

District 10
Monday, June 5, 2017
2:00 – 5:00 p.m.
AMC Board Room
125 Charles Avenue, St. Paul

Building a legacy – your legacy.
Risks of Using Personal E-mail for Government Business

Recent events have highlighted what seems to be a national trend of public and elected officials using personal e-mail accounts or servers to conduct government business:  

In December 2016, Chicago Mayor Rahm Emanuel settled an open records lawsuit by releasing thousands of e-mails regarding government business that were on his personal account.1

When leaving the Indiana governorship for his new position as U.S. vice president, Mike Pence complied with Indiana's records retention laws by turning over a number of official messages that he had sent from his personal e-mail account.2

In a lawsuit brought against the City of San Jose, its mayor and city council members, the California Supreme Court recently ruled that the California public records act applies to e-mail and text messages related to government business on the personal phones and accounts of state and local government officials.3

Public officials' use of personal e-mail accounts for public business has unfortunately given rise to allegations that they must be trying to hide something from public scrutiny by circumventing open records laws. Questions have also been raised as to whether by using a personal account or server, the government official had properly secured private or sensitive government data.

In Minnesota, many elected local officials have a choice between using a government entity-provided e-mail account or using a personal e-mail account for conducting government business. Whether officials should use government-entity or personal e-mail accounts for conducting official business is ultimately a policy decision for the governing body and the elected official. When making this decision, there are a few issues to keep in mind, such as security of the account and preservation of the government data in a personal account. (These considerations also apply to employees using personal e-mail accounts for government business.)

Data Retention and Retrieval

The Minnesota Government Data Practices Act (MGDPA), as well as the government entity's records retention schedule, apply to e-mails involving government business regardless of whether the e-mails are in a government-entity or a personal e-mail account.

Under the MGDPA, government data is defined as all data collected, created, received, maintained or disseminated by government entities. The MGDPA does not define government data based upon where that data is stored or its format (paper or electronic). Rather the definition of government data relies thoroughly with legal counsel. Ultimately, some board members may prefer to have a government entity e-mail address because it is easier to keep official

When a valid request for data is made, the government entity has an obligation to provide access to that data, regardless of whether it is stored on the entity's computer system or its official's personal e-mail account. Failure to provide access to government data when legally required could be a violation of the Data Practices Act.

Likewise, any litigation holds or litigation discovery requests would apply to all e-mails involving a certain matter regardless if it is stored on a personal computer/e-mail or government computer/system. A litigation hold is a written notice to employees, officials and other individuals instructing them to retain and not destroy any documents, data and other information related to an issue. A discovery request permits a party in a lawsuit to demand that another party produce or permit inspection of documents or tangible items in its possession, custody and control. This could include a personal computer or e-mail account.

Under the Official Records Act (Minn. Stat. § 15.17) and the Records Management Act (Minn. Stat. § 138.17), government entities and officials must make and preserve all records necessary to a full and accurate knowledge of their official activities. A government entity can only destroy official records pursuant to the timelines found in the entity's approved records retention schedule.

Under these Acts, a board member using a private e-mail account has an obligation to retain and transfer any e-mail messages and attachments that are official records to the government entity for storage and retention. Board members should work with the county's responsible authority or data practices compliance official to understand the types of e-mails that may be considered an official record.

Data retention and retrieval can be more challenging when there is government and personal data commingled in one e-mail account. This can make it more difficult for the government entity to respond to a Data Practices Act or discovery request, or to secure data for records retention or a litigation hold. It can also be more inconvenient and cumbersome for the owner(s) of the account.

Board members using personal e-mail accounts should be aware that they may need to give government entity staff, its attorneys and/or the courts access to the official data in that account, and possibly the account itself under certain circumstances, such as a litigation hold or discovery request. This can be particularly challenging if the personal e-mail account is used for more than just official government business.

Data Privacy and Security

Board members using personal e-mail addresses should be aware and take affirmative action to ensure the privacy and security of the government data, particularly if receiving private data (such as personnel data) or attorney-client privileged communications. This may include confirming that the e-mail service provider has appropriate safeguards in place to avert security breaches.

Board members should also ensure no one has access to their e-mail accounts. Sharing an e-mail account with a spouse or another individual may raise questions about whether that individual can access data that he or she has no legal right to view or whether attorney-client privilege has been waived.

As a best practice, accounts should also have strong passwords and follow the government entity's policies and practices for data security.

Outside Employer's E-mail

Using an outside employer's e-mail account for government business may be similarly problematic.4 Many businesses have policies or work under the presumption that all data housed in their accounts or servers can be viewed or accessed by management. There could be a violation of the MGDPA if the outside employer views private government data, even if it is on the employer's e-mail server.

If a personal or outside employer's e-mail account is hacked or otherwise viewed by someone who should not have access to the government data, the board member or official should immediately notify the government entity's administrative staff, legal counsel and information technology department. The government entity may need to investigate and take appropriate measures if a violation of the Data Practices Act or a data breach has occurred.

Board members who use their outside employer's e-mail address for government business should be prepared to instruct their employer to suspend routine business operations, such as automatic e-mail deletion, or to provide access to the employer's e-mail account if there is a government entity litigation hold or records request. If an outside employer would be unwilling to do this, the board member should strongly consider using a government entity or personal e-mail account for government business.

Policy Decision

As noted earlier, the decision of whether to use government entity, personal or outside employer e-mail accounts for official government business is ultimately a policy decision for the governing body. MCIT recommends discussing the topic thoroughly with legal counsel. Ultimately, some board members may prefer to have a government entity e-mail address because it is easier to keep official government business separate from personal correspondence in the event that there is a data practices request or litigation.

More information about the use of personally owned technology for government business can be found in the MCIT Resource "Employee-owned Technology in the Workplace" at MCIT.org.

1 Bill Ruthhart, Hal Dardick and Jeff Coen, Emanuel Admits Using Personal Email for Public Business as City Settles Open Records Lawsuit, Chicago Tribune, Dec. 22, 2016

2 James Doubek, Mike Pence Used AOL Email for State Business as Indiana’s Governor, National Public Radio, March 3, 2017

3 City of San Jose v. Superior Court, 2 Cal. 5th 608, 389 P.3d 848 (2017)

4 "Outside employer" refers to another organization with which the public official is employed.
Trust is Key

By David Minke, Pine County Administrator
MACA Secretary

I’ve been told that the only poll that matters is on election day. I don’t know how true the saying is, but I do know that in addition to elections, there are plenty of opinion polls to talk about. An April 2017 poll conducted by Gallop showed 21 percent of respondents identifying dissatisfaction with government/poor leadership as the top problem in the country. I hope that does not mean that 1 out of 5 of my friends and neighbors think that about my county!

I found another, more positive, Gallop poll from last fall asking questions about trust in state and local government. In that poll, 62 percent of respondents trusted their state government to handle problems and 71 percent trusted their local government to do the same. The numbers for these poll questions rise and fall over time. However, it is true that typically citizens have more trust in local government than state or federal government. At a time when partisanship and gridlock rule the day, and even many local issues bitterly divide communities, we (local government officials) should ask ourselves why would citizens trust us to handle problems?

For me, the key word is trust. Trust is important to me and I can remember as a Boy Scout learning the 12 points of the Scout Law—Trustworthy was the first. As local government officials, the question we can ask ourselves is, what have I done to deserve the trust of my residents, colleagues, and coworkers?

As a County Administrator, I have a ready resource to guide me as I work to build trust—It is the International City/County Management Association’s (ICMA) code of ethics. The ICMA is the national professional association for city and county administrators and managers and has over 10,000 members. The code of ethics was originally adopted in 1924 and is available on the ICMA website. According to the ICMA, the code is “committed to equity, transparency, integrity, stewardship of public resources, political neutrality, and respect for the rights and responsibility of elected officials and residents”.

My first job as a city administrator in a small community in greater Minnesota gave me an opportunity to see a mayor actively engage and build trust with her constituents. She would listen to anyone who came to a city council meeting and wanted to speak. She demonstrated empathy and respect, and she made citizens feel understood. Excellent lesson for a young administrator—people are more willing to trust you if they believe you understand them.

We each have opportunities every day to build trust or lose trust, and as is true with most things, building it takes more time and effort than destroying it. It is not about keeping score, but it is about awareness. Evaluate the relationships in your county. Do you trust some people more than others? Do some people trust others more than you?

Knowing that trust is built over time through positive interactions, at Pine County, we have worked to build trust with a commitment to transparency. This focus has included regular communication to all County Commissioners, an open and engaged budget process, a commitment to the county board committee process, and an expectation that county board packets have complete and useful information. Commissioners have set the example by respecting each other, citizens, and staff. They also take seriously their role to represent their constituents and the county.

We have also focused on leadership. Counties have a distributed leadership model with many people “in charge” of something. Can your County Board agree and articulate its role in the organization and expectations for its members? Do your key staff leaders know who they are and what is expected of them? If not, that is a great place to start the “trust” conversation.

In Pine County, we talk about our employees as our greatest resource. Employees also represent the largest single share of our budget. The County Board has discussed leadership expectations of staff and identified a need for annual training for all supervisors. We are in our second year of the program and this year have partnered with AMC to develop a 2-day leadership training program for county supervisors on performance management.

The single greatest problem facing the federal government was noted above as essentially the government itself. What an advantage we have in local government where we are generally trusted by our citizens so that we can use our energy to provide services to our residents and engage in solving local problems.
Process, Dialogue Essential to Public Trust

Why the MNCPA questions the veracity of the State Auditor's county audit report

By Carolee A. Lindsey, CPA, CGMA

Think about all the processes you work with every day: administering Minnesota property taxes, adopting a county budget, addressing a property assessment appeal. These — and more — would cause major headaches if there weren't clear, transparent processes in place.

In March, the Office of the State Auditor (OSA) released a report, “Assessing the Adequacy of 2015 County Audits Performed by Private CPA Firms.” The Minnesota Society of CPAs (MNCPA) has concerns about the report's veracity because it was developed and released without following a clear and transparent process.

Certified Public Accountants (CPAs) rely on clear processes; it is a rule-driven profession. As an auditor for nearly 30 years and a peer reviewer for 13 years, I have both expertise and personal experience with auditing standards, quality control and best practices in performing a peer review. The OSA, in developing its report, was performing an evaluation similar to peer review.

Financial statements are essential for informed decision-making. Therefore, it’s critically important that financial statement users have confidence in their accuracy. That's why CPA firms who perform audits, reviews or compilations are required to have a peer review every three years. A peer review is an independent evaluation of a firm’s quality of work as compared to the standards of the CPA profession. Each of the firms identified in the OSA’s report had a peer review completed within the last three years as required by the Minnesota Board of Accountancy (BOA). In all cases, the firms had a Pass rating as defined by the standards (the other choices are Pass With Deficiencies and Fail).

Besides peer review, CPAs are overseen by many agencies and professional groups including the BOA, the AICPA Peer Review Board, the Securities and Exchange Commission, the Department of Labor, the U.S. Government Accountability Office, the Public Company Accounting Oversight Board, and the OSA. The profession works collaboratively with these agencies to protect the public’s interest. Working collaboratively means there's dialogue, a clear and transparent process, and a system in place to resolve areas of disagreement. If oversight agencies don't have consistent, reliable systems in place, the public's interest isn’t protected.

CPA firms and the MNCPA took the report findings seriously. We immediately reviewed the findings and discussed the process used to develop the report. While we work collaboratively with oversight agencies, we also want to ensure that due process is used to ensure that a firm isn’t unduly harmed.

The MNCPA determined that the process used by the OSA in developing, compiling and releasing the report didn’t follow best practices used in a peer review process. We found the process lacked the following:

1. Dialogue

Audit reviews require going through large volumes of information. Even the simplest audit requires CPAs to follow hundreds of standards. While each firm follows the same accounting and financial statement standards, each firm develops its own audit and documentation procedures to meet these standards. As a reviewer, I cannot do a good or efficient job without having a dialogue with the firm. The same is true when the OSA reviews a CPA's work. The OSA had limited dialogue with the CPA firms prior to releasing the report.

2. Process to resolve disagreements

When performing an audit, CPAs come across issues that may not be specifically addressed by accounting standards. In these cases, CPAs use their expertise to make professional judgments. During a peer review, disagreements about professional judgment can occur and must be worked out. The same is true with agency oversight. If there isn’t a clear standard, how will disagreements of professional judgment between a CPA and the oversight agency be handled? Is the CPA’s judgment wrong or just different from the oversight agency? The OSA has not defined a process for resolving differences in professional judgment.

3. Due process

Another standard component in a peer review process is allowing the reviewee an opportunity to respond to the findings. This ensures that a firm has due process when their work is being evaluated and when that evaluation is released publicly. With volumes of information, it’s easy for a reviewer or an oversight agency to miss information. Due process allows the firm an opportunity to prove compliance or identify issues of professional judgment.

The OSA didn’t allow an adequate opportunity for the CPA firms to respond to the report's findings before it was released to the public. As a result, the report was distributed to counties, legislators and other interested parties without due process for firms.

The MNCPA has asked the state auditor to allow firms listed in the report to officially comment on the findings, reissue the report with the firm responses and distribute the revised report to all parties in the original distribution list by June 15. It is only through reissuing the report that the users of the financial statements — including county officials — will have a clear understanding about the quality of the audits performed.

We also encourage county officials to have an open dialogue with their CPAs to have a complete understanding of the report’s findings.

Looking Ahead

We believe that county officials and taxpayers should have confidence in the county’s financial statements. This is achieved through objective and independent audits. As anyone in public service knows, public trust is essential in a well-functioning government.

The CPA profession prides itself on its dedication to serving the public; it is grounded in trust and integrity. CPAs have a history of successfully working with counties, other local units of government, and the OSA staff. We want this collaboration to continue with fair and transparent processes in place when working with the OSA's office.

Carolee A. Lindsey is a principal at Weber & Deegan, Ltd. and the vice chair of the MNCPA board of directors. She joined the firm in December 2016 and has served clients in various industries for 29 years. Her expertise is in audits, reviews, compilations and other assurance engagements; individual and business tax compliance and planning; and peer review for other CPA firms. Carolee has also served as an MNCPA instructor. She can be reached at clindsey@weberdeegan.com.
Aquatic Invasive Species Pilot Project: Final Request for Proposals

The Initiative Foundation announces the final request for proposals for projects that implement or expand innovative and comprehensive pilot projects to prevent the introduction or spread of Aquatic Invasive Species (AIS) into the surface waters of Minnesota. A total of $3.6 million will be awarded for pilot projects, including an assessment of the project’s outcomes. To date, approximately $3 million has been awarded to projects; the remaining funds must be allocated before the end of 2017. For project funding consideration, a letter of inquiry for new projects must be submitted no later than July 15, 2017.

A myriad of aquatic invasive species (AIS) threaten the current and future stability of angling and recreation on Minnesota waters and the economic stability of Minnesota communities, resorts and businesses that depend on revenue from tourism related activities. Zebra mussels continue to spread to new lakes each year; the newest invader, starry stonewort, poses a serious threat to boating activity and fish spawning, and other species on Minnesota’s doorstep all step up the urgency to prevent the spread of AIS. Local units of government, lakeshore owners, resorts, chambers of commerce and tourism bureaus, angling and sporting groups, water-related businesses and interested citizens are encouraged to form partnerships to craft innovative projects to test new ideas and approaches to stop the spread of AIS.

The Initiative Foundation’s grant program was approved by the Minnesota Legislature from the Outdoor Heritage Fund, one of four funds of the Clean Water, Land, and Legacy Amendment passed in 2008. It is intended to fund pilot projects anywhere in Minnesota that are legal, effective and financially sustainable methods of preventing the spread of AIS through a range of communication, education and outreach efforts; inspection and decontamination; enforcement; containment and/or other methods than can be administered locally.

The first step for a project application is the submission of an online letter of inquiry. In order to complete the review process and allocation of the remaining funds before the end of 2017, a letter of inquiry for new projects must be submitted no later than July 15, 2017. Eligibility applies statewide for local units of government, including joint powers organizations; tribal governments; and registered 501(c) 3 organizations. Partnerships with other community groups and interests are encouraged. County AIS Aid funds can be used towards the required program match.

For details on eligibility, desired projects, match requirements and the application process, please visit: www.ifound.org/community/aquatic-invasive-species/

Prior to completing the letter of inquiry, interested applicants are encouraged to contact John Sumption, project manager, at (218) 368-8304 or sumptionenv@gmail.com to discuss project ideas.

State Capital Projects Grants-in-Aid for Historic Preservation Projects Now Available

In the 2014 Legislative Session, the Minnesota Legislature approved funding for the State Capital Projects Grants-in-aid grants program for historic preservation projects as follows:

- Laws of Minnesota, 2014, Chapter 295, Section 12, MINNESOTA HISTORICAL SOCIETY County and Local Preservation Grants - $1,400,000

To be allocated to county and local jurisdictions as matching money for historic preservation projects of a capital nature, as provided in Minnesota Statutes, section 138.0525.

Because not all State Capital Grant funds were awarded earlier this year, there is approximately $350,000 available. Grants must be matched on at least a one-to-one basis. The minimum request is $10,000. There is no request cap in place. As the funding will expire, the project must be completed by December 31, 2018.

The property for which funds are being requested must be listed in the National Register of Historic Places, or have been determined to be eligible for listing in the National Register by the State Historic Preservation Office. Properties that have not been evaluated are not eligible for funding.

Please note that a phased application process is in place, and that a pre-application is required. Applications are accessible through the Minnesota Historical Society’s on-line grants portal (https://mnhs.fluxx.io).

DEADLINES FOR SUMMER 2017 GRANTS CYCLE

- Pre-Application Deadline (mandatory): Friday, June 30, 2017
  (no later than midnight)
- Final Application Deadline: Friday, August 18, 2017
  (no later than midnight)
- Grants Review Committee Meets: October 19, 2017
- Earliest project activity start date: January 1, 2018
- Latest project activity end date: December 31, 2018
- Final Report Due: January 31, 2019

For more complete information, visit the Minnesota Historical Society’s website at http://www.mnhs.org/site/grants/state_capital_grants/. The grants manual with additional information can be downloaded at this site. For more information, contact Mandy Skypala at 651-259-3458 or mandy.skypala@mnhs.org.
Family Home Visiting Improves Family Outcomes, Saves Health Care and Public Program Dollars

By Kelly Chandler, Itasca County Public Health Division Manager & Aitkin-Itasca Koochiching Community Health Services Administrator

Increasing stable, statewide funding to maintain and expand family home visiting programs is a top priority of the Local Public Health Association. Home visiting programs are supported by federal, state and local dollars, but local tax levies currently make up the greatest contribution. With significant investments being made at the local level, you may be wondering what exactly is home visiting? What are the benefits? And why is more state funding needed?

What is Family Home Visiting?

Family home visiting is voluntary, home-based service targeted to families facing a variety of risk factors, including but not limited to teen parents or a history of child abuse, alcohol abuse, drug abuse, mental health disorders or homelessness. Visits are led by public health nurses and other trained staff, who provide social, emotional, health and parenting support and link families to needed resources. Home visits begin prenatally, whenever possible, and may continue up to two years or longer, depending on a family’s unique needs and goals.

Minnesota’s local public health departments are a primary provider of targeted family home visiting for at-risk women and families. Throughout our state, they use a combination of evidence-based and evidence-informed models to meet the unique needs and circumstances of families. All state-funded programs are governed by the Local Public Health Act (MN State. 145A.17).

What Happens During a Home Visit?

During home visits, public health nurses assess the baby’s health and development, as well as the mother’s physical and mental health. They provide education on a wide range of topics, like child development, breastfeeding, and car seat safety; help eligible families enroll in Medical Assistance and Women, Infant and Children (WIC); and build rapport and a professional relationship with the primary caregiver that allows her to tell her own story. If a parent has struggled with trauma in their past or experienced adverse childhood events (ACEs), like abuse, neglect or having a household member incarcerated or with a history of mental illness, they are at higher risk of maltreating their own children.

Public health nurses build on the caregiver’s strengths and use those strengths to build successful parenting skills and a consistent, responsive relationship with the child. The early relationship between an infant and their caregiver shapes the child’s cognitive development, their ability to self-regulate emotions and their ability to form stable relationships throughout their lifetime. Public health nurses role model secure, stable, and sensitive relationships with the goal of that caregiver reciprocating that relationship with their child.

What Are the Benefits of Home Visiting?

Through consistent and planned home visits, parents and caregivers learn how to improve their family’s health and provide better opportunities for their children. Research shows that family home visiting:

• Reduces child maltreatment and childhood injury;
• Reduces domestic violence;
• Improves preventative care, while decreasing overutilization of emergency rooms;
• Improves school readiness;
• Decreases dependency on welfare programs for the family;
• Decreases incidence of chemical dependency;
• Decreases incidence of mental health issues;
• Decreases parental incarceration; and
• Decreases juvenile delinquency.

Why is More Funding Needed?

Even with a strong local investment, current funding from Medical Assistance reimbursements and grants mean local public health agencies are only able to serve a small fraction of the families that would benefit from home visiting. Child maltreatment and out-of-home placement continues to plague local budgets, and DHS recently reported that the number of Minnesota children suspected of being abused or neglected significantly increased in 2016. This directly affects human services, but costs of trauma also affect other departments, including public health, law enforcement and probation.

Exposure to toxic stress in childhood is linked to alcohol and substance abuse, depression, anxiety, and smoking, in addition to other chronic health conditions. Schools also experience the burden with a growing number of children experiencing adverse childhood events (ACEs). ACEs are detrimental to a child’s mental and physical health, leading to higher costs for school support staff and special education.

Families are central to the healthy physical, social and emotional development of infants and young children. Family home visiting effectively supports at-risk families, improves outcomes for children and their families, and reduces health care and public program costs. Increasing funding for family home visiting—including by increasing Medical Assistance rates for public health nurses—would provide counties needed funding to maintain and expand these critical programs to serve more families in need.

Want to Know More?

Talk to your county public health director or community health services administrator about shadowing a family home visit in your region!

Streamline Purchasing with Cooperatives

As counties look ahead and develop strategies for the rest of the year, it would be beneficial to consider the use of cooperative purchasing, an effective tool to help save time and money. In an uncertain economic climate where counties are pushed to do more with less, cooperatives can easily assist with purchasing needs.

Benefits of Cooperative Purchasing

Cooperative purchasing combines the collective buying power of multiple agencies in order to provide a contract that can be utilized by other public agencies. A cooperative contract can improve the overall effectiveness of the purchasing process by providing volume discounts, administrative savings and other benefits. Essentially, if a public agency (a city, a county, or a school district, for example) goes out to bid for a product or service, other public agencies can piggyback off of that contract by using a cooperative and receive the same product or service at the negotiated discounted price.

The use of a cooperative ultimately reduces the total acquisition cost through economies of scale. For example, if you go to a car dealership to buy one car, the salesman will bend over backwards to make you feel like you got a great deal – but the numbers may reveal that the markdown won’t save you as much as you originally thought. Now, return to the car dealership to buy a hundred cars, and the price for each vehicle will go way down. You are almost guaranteed a good deal. This is simply because you have purchasing power. The concept of cooperative purchasing aims to place this power in the hands of cities, counties, school districts, nonprofits, and more – especially smaller agencies, to give them a greater advantage.

Cooperative purchasing can also increase a county’s administrative efficiencies by eliminating the need to go through a bid or RFP process. It’s no secret that the public sector continues to deal with budget and staffing issues – counties especially can find themselves dealing with funding concerns. A cooperative contract is designed to help counties receive competitively solicited pricing for goods and services as well as save staff time and resources. It is an impactful, user-friendly way to achieve savings.

About U.S. Communities

The largest national cooperative, U.S. Communities, is the only purchasing cooperative founded by public agencies, for public agencies. Since its founding twenty years ago, U.S. Communities has generated millions of dollars in savings for users.

Public health nurses build on the caregiver’s strengths and use those strengths to build successful parenting skills and a consistent, responsive relationship with the child. The early relationship between an infant and their caregiver shapes the child’s cognitive development, their ability to self-regulate emotions and their ability to form stable relationships throughout their lifetime. Public health nurses role model secure, stable, and sensitive relationships with the goal of that caregiver reciprocating that relationship with their child.

Public health nurses build on the caregiver’s strengths and use those strengths to build successful parenting skills and a consistent, responsive relationship with the child. The early relationship between an infant and their caregiver shapes the child’s cognitive development, their ability to self-regulate emotions and their ability to form stable relationships throughout their lifetime. Public health nurses role model secure, stable, and sensitive relationships with the goal of that caregiver reciprocating that relationship with their child.

Today more than $55,000 registered counties, cities, education institutions and nonprofits utilize U.S. Communities contracts to procure more than 2 billion dollars in products and services annually. There are no fees to participate and no purchasing minimums, allowing maximum flexibility for participating agencies.

“Everything you love about Amazon for the public sector.”

U.S. Communities recently launched a contract that gives users access to a variety of quality products available on the Amazon Business online marketplace. With this new contract, purchasing teams can use Amazon Business to buy business items within the ten awarded categories: Office Supplies; Animal Supplies, Equipment and Food; Audio, Visual and Electronics; Books; Home and Kitchen; Clothing; Musical Instruments; Higher Education Scientific Equipment and Lab Supplies; Classroom, School, Art Supplies and Materials; and Hard to Find Items (including 3D printers, commercial espresso machines, and more).

The contract has many additional exciting features. Through the U.S. Communities program, Amazon Business will provide public agencies with an avenue to not only concentrate miscellaneous spending, but to consolidate purchasing data and produce reports on it. Essentially, in addition to the products available on the marketplace, Amazon Business will offer unique tools to help purchasers, including multi-user accounts, approval workflows (customize order approvals, set spending limits, etc.), payment methods, reporting and analytics (track and monitor spending with dynamic charts and data tables), spend controls, and tax-exempt purchasing. Amazon Business strives to support local business development by continuing to expand their sourcing from local businesses.

The award of this contract represents U.S. Communities’ commitment to providing relevant and suitable solutions for counties, solidifying the partnership’s tagline, “everything you love about Amazon for the public sector.”

The Bottom Line

Each month, more than 600 new participants register their organization with U.S. Communities in the interest of simplifying their procurement process. This continuing growth is fueled by the program’s proven track record of delivering excellence in procurement solutions. As you assess the programs available to your city, be sure to include U.S. Communities on your list.

For more information on U.S. Communities, please visit www.uscommunities.org.
Association of Minnesota Counties

BOARD OF DIRECTORS MINUTES

February 16, 2017

CALL TO ORDER

President Gary Hendrickx called the AMC Board of Directors’ meeting to order at 1:30 p.m. on Thursday, February 16, 2017 at the InterContinental Hotel in St. Paul. The Board meeting was held in conjunction with the AMC Legislative Conference. Introductions were made.

APPROVAL OF AGENDA

MOTION by Karla Bigham; seconded Todd Patzer to approve the February 16, 2017 AMC Board of Directors’ agenda as presented. The motion carried.

PRESIDENT’S REPORT – COMMISSIONER GARY HENDRICKX

Executive committee update – the minutes from the January Executive Committee meeting were included in the board packet. The committee met again last week to prepare for this meeting.

NACo Legislative update - The executive committee and AMC staff members plan to attend the NACo Legislative Conference on February 25 – March 1 in Washington, D.C. The program includes Michael Beschloss, Presidential historian, NBC News and PBS NewsHour contributor, New York Times columnist and #1 best-selling author; and The Capitol Steps, Washington D.C. based musical political satire troupe. Staff was notified that Senator Amy Klobuchar will be a general session speaker.

AMC will host a breakfast with members of Minnesota’s Congressional delegation where members are able to ask questions in an informal setting.

SECRETARY/TREASURER REPORT – COMMISSIONER MARY JO MCGUIRE

• Approval of the Minutes
  The following corrections were made to the January minutes:
  Page 2: year of the meeting agenda was incorrect and changed to 2017
  Page 3: correction to wording under the Minnesota Rural Counties (MRC)

• Legislative Priorities key discussion points as follows – If AMC chooses not to take a position that doesn’t necessarily mean AMC is neutral on the issue.
  MOTION by Mary Jo McGuire; seconded by Larry Lindor to approve the January 20, 2017 AMC Board of Directors’ meeting minutes as corrected. The motion carried.

• Approval of December 2016 Financial Report
  MOTION by Mary Jo McGuire; seconded by DeWayne Mareck to accept the December 2016 audited financial statement pending the AMC 2016 annual audit.
  The motion carried.

• 2017 Dues update
  92% of the 2017 dues payments have been received.

• Rich Sve, Lake County Commissioner
  Commissioner Sve announced his candidacy for AMC 2nd Vice President.

NATIONWIDE RETIREMENT UPDATE – Levi Lathen, Upper Midwest Program Director provided an overview on a new proactive, pre-populated, retirement outlook tool for AMC paying participants. A handout was provided.

NACo Financial Services Corp (FSC) UPDATE – NACo executive director, Matt Chase provided an overview of NACo’s Financial Services Corporation which develops programs of benefit to counties and produces non-dues revenue for NACo. The FSC employs fewer than 10 staff who provide significant funding for the other 80 NACo staff who are focused on the mission of the association. Mr. Chase will provide an overview and update on FSC during the general session.

STRATEGIC/GENERATIVE DISCUSSION: EXPANDING BUSINESS & PARTNERSHIP RELATIONSHIPS – The Board discussed how AMC can expand their business and partnership relationships, particularly providing valuable services to members and generating non-dues revenue for the association. AMC’s new Business and Partner Development Committee, chaired by Anoka County Commissioner Scott Schulte, will take the lead on these efforts for AMC.

ENVIRONMENT AND NATURAL RESOURCES UPDATE – Policy Committee chair, Barry Nelson

The Environment and Natural Resources Policy Committee recommended that the Board adopt the following position: “AMC opposes legislation requiring counties to list the county levy for a soil and water conservation district on a separate line on the property tax statement.”

MOTION by Rhonda Sivarajah; seconded by Jim McDonough to oppose legislation as noted above. The motion carried.

MINNESOTA COUNTY ATTORNEYS’ ASSOCIATION LEGISLATIVE PRIORITIES – Otter Tail County Attorney David Hauser reviewed the MCAA Legislative priorities and initiatives of interest for 2017. A handout was provided.

MINNESOTA SHERIFFS’ ASSOCIATION LEGISLATIVE PRIORITIES – MS A Executive Director Jim Franklin reviewed MSA’s draft proposals for the 2017 session. A handout was provided.

EXECUTIVE DIRECTOR’S REPORT – JULIE RING

Education and Training priorities update - In response to guidance from the Board and the new Education and Training Committee, AMC is beginning to launch 2017 pilots:

1) Regional Trainings, led by experts in a range of fields, across seven cities;
2) A new Administrator/Coordinator Mentoring Program, called Pathways; Performance Management training pilots in two counties and Pre-Conference Workshop at the Policy Conference, facilitated by Gary Weiers of David Dunn & Associates;
3) ‘Best Practices’ sessions at upcoming conferences;
4) College and university partnerships, including Mitchell Hamline School of Law.

DEPUTY DIRECTOR’S REPORT – LAURIE KLUPACS

NACo Legislative Conference Update – 48 Minnesota members registered for NACo’s Legislative Conference in Washington D.C.

Newly Elected Officials Conference Update- 71 newly elected officials participated in AMC’s County Government 101: New Elected Official Conference that was held in January. The post-conference comments were positive. AMC will host several meetings, in conjunction with other conferences, for newly elected officials to help them with building relationships and partnerships with all levels of government.

NACO/DISTRICT DIRECTORS/POLICY COMMITTEE CHAIRS/AFFILIATE MEMBERS REPORT

NACo, District Directors, Policy Committee Chairs and Affiliate Representatives were given the opportunity to report on key issues affecting their districts/committees/associations.

ADJOURN

MOTION to adjourn at 4:00 p.m.

MOTION to adjourn at 4:00 p.m.

MASTER OF PUBLIC ADMINISTRATION

• On-campus program begins August 2017.
• Online cohort (with residencies every eight weeks) begins January 2018.
• Scholarships available.

PROFESSIONAL DEVELOPMENT SPRING EVENTS

WIPS Seminar Series
Seminar I: Friday, March 17, 2017. Working Outside the “Pink Collar”

Insights & Trends Seminar Series
Seminar III: Friday, April 7, 2017. Why Choose Public Service?

5th Annual Community Economic Development Symposium
Friday, April 21, 2017. Itasca to the Bayou: Economic Development along the Mississippi

LEARNING PARTNERSHIP DISCOUNTS

Hamline partners with several cities, counties, and organizations to offer scholarships and discounts for its degree programs, certificates, and events. Learn more about the scholarships and how you can partner with us at hamline.edu/PApartners.

Get involved at hamline.edu/pa17.
Now Accepting AMC Annual Conference Workshop Proposals

This request for proposals is open to all officials and staff from all 87 AMC Member Counties, Affiliate Organizations and current Associate Members (AMCAM) ONLY.

Submission Deadline: Friday, June 16, 2017 @ 4:30 p.m.

Conference attendees include County Commissioners, Administrators/Coordinators, Recorders, Auditors, Treasurers, Human Services Directors, Local Public Health Directors, Highway Engineers, Planning and Zoning Administrators and more, so the possible workshop topics are unlimited.

If you think it would make a good workshop, submit your idea!

What are we looking for?

We are looking for presentations that will enhance the knowledge, skills, and abilities of those working in county government:

• Impart new information.
• Share promising strategies and best practices.
• Depict creative programs and services.
• Demonstrate innovative ideas/solutions.

Basic Criteria

• Consistent with the conference theme.
• Free of commercialism/political views.
• Free of a direct sales pitch for any company’s specific product or service.
• Presentations should be designed to fill 60 minutes.

Sample Subjects

• Examples of collaboration at work in your county/community.
• Inter-County or Other Community Collaborations.
• County Trends in Innovation.
• Streamlining Service Delivery.
• Using Technology for Efficiency.
• Leadership Development.
• Resolving Human Resources Issues.
• Negotiating with Unions.
• Dealing With the Media.

…the possibilities are endless!

Additional Details

• Presentations should make significant contributions to professional development for county government officials and/or employees.
• Presentations should be educational and not promotional in nature, and therefore presenters should refrain from marketing specific products or services.
• If selected, presenters are required to adhere to all submission deadlines that will be outlined in their acceptance email or letter.
• AMC reserves the right to edit titles and descriptions for clarity, brevity, and marketability. Not all program submissions will be accepted. Incomplete proposals will be disqualified from the selection process.

Proposals must be submitted via the form at:
registrationsamc.wufoo.com/forms/2017-amc-annual-conference-workshop-rfp/

Disasters happen. Ice storms, tornados, floods, and more can knock out the infrastructure that your citizens depend on. You can be prepared for unexpected power outages with a backup Caterpillar® generator set. Ziegler Power Systems sells and rents portable and permanent backup emergency power solutions to protect your critical facilities and components.

• Police Stations
• Fire Stations
• Government Offices
• 911 Call Centers
• Wastewater Treatment Plants
• Lift Stations

Whether you are planning for contingencies or looking for immediate emergency assistance, Ziegler is ready to lend a hand with the equipment and expertise you need.

Shakopee, MN
8850 County Road 101 East
888.320.4292 www.zieglercat.com

Permanent or portable generators