

SCHOLARSHIP INFORMATION



2011-2012 Newly Elected Officials Course *Scholarships & Special Discounts Available*

Through its Michael P. Lynch Scholarship Fund, Local Government Academy strives to make the Newly Elected Officials Course within reach for any elected official who is committed to completing the course. This year, Local Government Academy has \$10,000 in scholarship funds to award to participants in the 2011-2012 Newly Elected Officials Course. Scholarships will be awarded in two main categories, which are outlined below.

Additionally, special discounts are available for communities who have been designated as fiscally distressed (Act 47) by the Commonwealth of Pennsylvania as well as those who are participating in the State's Early Intervention Program.

Scholarships Awarded Based on Financial Need of the Municipality

The Academy has made it a priority to reduce by 50% the cost of tuition for the Newly Elected Officials Course to communities, based on a review of comparative need. These scholarships will be awarded on a first-come, firstserve basis and the availability of funds. Please contact Local Government Academy at (412) 586-5659 to see if your community qualifies.

Based on Individual Commitment to Leadership Development or Desire to Respond to Challenges Being Faced by the Community

A number of scholarships will also be made available based on an individuals' commitment to developing leadership skills by completing the course and/or their desire to respond to specific challenges facing their community. Those interested in applying should submit a letter of request by November 19, 2011 that outlines their community's challenges as well as what they hope to gain by completing the course. Awardees will be notified by November 30, 2011 so that they may attend the session on Thursday, December 1. **Letters should be sent via e-mail to: shockenberry@localgovernmentacademy.org and swelch@localgovernmentacademy.org.**

Fiscally Distressed Communities & Communities in an Early Intervention Program

Communities that have been designated as fiscally distressed (Act 47) by the Commonwealth or are participating in an Early Intervention Program are eligible for an 80% discount on the cost of tuition, bringing their tuition cost to \$90 for the Full Course Certificate Program. No application or inquiry is needed to receive this discount.

Thank You to members of Leadership Circle and other contributors to the Michael P. Lynch Scholarship Fund for making this possible. For more information about the scholarship fund, please visit our web site—
www.localgovernmentacademy.org.

Local Government Academy
invites you to attend a
comprehensive course for
Newly Elected Officials

Newly Elected Officials Course
2011-2012



2011-2012 NEWLY ELECTED OFFICIALS COURSE FINANCIAL SPONSORS



Allegheny County



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Government Services**

INSTRUCTORS ...continued

She is a prior board of trustee member of the Allegheny County Association of Municipal & School Solicitors Section, and is current active member of the Section.

JOHN W. SCHOMBERT is executive director of 3 Rivers Wet Weather, a non-profit organization created in 1998 to help municipalities in the Pittsburgh region address their aging and deteriorating sewer infrastructure. Prior to joining 3 Rivers Wet Weather, he worked for nearly three decades in the Allegheny County Health Department's water pollution, public drinking water, and waste management programs most recently as chief of Public Drinking Water and Waste Management.

AMANDA SETTELMAIER is the Executive Director of the Turtle Creek Valley Council of Governments that has twenty member municipalities within eastern Allegheny County. Amanda was Special Projects coordinator for State Senator Sean Logan, and prior to that, the Grants & Communications Coordinator for the Municipality of Monroeville. Ms. Settelmaier began her career as Assistant Community Development Coordinator at the Turtle Creek Valley Council of Governments upon completion of her Graduate Degree in Urban and Regional Planning from the Graduate School of Public & International Affairs at the University of Pittsburgh. Ms. Settelmaier is a graduate of St. Vincent College with a degree in Liberal Arts.

PRESTON W. SHIMER serves as a Commissioner for Upper St. Clair Township. He is a LGA Board Member and the Chair of the NEOC Alumni Committee. Mr. Shimer is also a Foundation Administrator for the American Records Management Association (ARMA) International Educational Foundation.

GREGORY G. SMITH has 26 years of public administration and executive-level experience with Moon Township and has been recognized for his expertise in all aspects of municipal management, including human resources, administration, labor/management relations, financial management and budgeting and municipal service delivery. Mr. Smith also worked as the assistant manager for New Brighton Borough, Beaver County.

HARLAN STONE is a principal of Dickie, McCamey & Chilcote, P.C. and chairs the Municipal Law Group. He provides a wide range of services to municipal governments and local government officials, with an emphasis on real estate, planning, land use, and zoning. A seasoned trial lawyer, he has many years of experience as a litigator in the areas of business law, employment law, lender liability law, tax assessment appeals, personal injury, and sex/age discrimination cases. Prior to joining the firm, Mr. Stone began his legal career as a trial lawyer working for the Allegheny County Public Defender's Office. In 1981, he founded the firm of Stone & Stone where he practiced for more than 25 years.

MARICA L. TAYLOR, CPA, CGFM is the Assistant Manager for Mt. Lebanon. Prior to being appointed to this position, she served as Mt. Lebanon's Director of Finance and worked on the audit staff of a national accounting firm. She has a Master in Public Management degree, summa cum laude, from the H. John Heinz School of Public Policy at Carnegie-Mellon University and a BSBA in Accounting from Bucknell University. Ms. Taylor is a member of the ICMA (International City/County Management Association), AICPA and PICPA (American and Pennsylvania Institutes of Certified Public Accountants).

ARTHUR J. TINTORI is the Managing Director of Financial Services for Catalyst Connection. He has over twenty five years experience in commercial, retail and real estate lending in both the private and public sectors along with extensive experience in financing and consulting for economic development projects. He has obtained certification as an Economic Development Finance Professional (EDFP) he is a Graduate of Leadership Pittsburgh XIX, The Local Government Academy 2008, and holds a B.S. Business Administration from Duquesne University. He was elected to Green Tree Borough Council in 2007.

SUSAN WERKSMAN is the director of finance and personnel for the Municipality of Monroeville, Allegheny County. Monroeville has been recognized by the Government Finance Officers Association with a Certificate of Achievement for Excellence in Financial Reporting.

GEORGE ZBOYOVSKY, PE is the Borough Manager for the Borough of Brentwood. George has a unique background having worked as a Civil Engineer for over fifteen years in the areas of commercial and residential site development, highway design, and environmental engineering for various firms in the private sector. George served as the municipal manager for the Borough of Dormont, and served as chairman of the Monessen Civic Recreation Authority, a member of the Monessen Enterprise Zone Board of Directors, and a member of the Monessen Zoning Hearing Board. At the age of 27, he was successfully elected to the Monessen City Council and served two (2) four year terms. George earned a Bachelor's degree in Physics from California University of Pennsylvania and a BS degree in Civil Engineering from The Pennsylvania State University. He has also earned a double masters degree in 2000 in Business Administration (MBA) and Public and International Affairs (MPIA) from the University of Pittsburgh's Katz Business School and Graduate School of Public and International Affairs (GSPIA) School.

The list of experts LGA is engaging for the Newly Elected Officials Course continues to grow. Visit www.localgovernmentacademy.org for an updated list.

INSTRUCTORS ...continued

J. ANDREW MCCREERY is the Accounting Manager at Upper St. Clair Township and has been with the Township since 2006. He graduated from the University of Pennsylvania in 2003 with a degree in Philosophy, Politics and Economics and upon graduation he pursued a career in professional baseball for two years with the Arizona Diamondbacks. After joining Upper St. Clair Township, he earned his accounting degree from the University of Pittsburgh in 2008 and in 2011 he successfully passed all sections of the CPA exam.

IAN MCMEANS has a Masters degree in Public Policy and Management from the Heinz School at Carnegie Mellon University. He worked as the Assistant Borough Manager in Dormont Borough from May 2010 until September 2011. In September 2011, he became the Borough Manager of Homestead Borough.

DAVID Y. MILLER is a Professor at the Graduate School of Public and International Affairs at the University of Pittsburgh where he also serves as the Director of the Center for Metropolitan Studies. The Center is home to the Congress of Neighboring Communities (CONNECT). He has served as Director of the Office of Management and Budget for the City of Pittsburgh; as Managing Director of the Pennsylvania Economy League and as a municipal manager. He currently serves on the Board of the Local Government Academy; the Editorial Advisory Board of ICMA; and as a Commissioner representing Allegheny County on the Southwestern Pennsylvania Commission.

STEVEN J. MORUS is manager of the Borough of Forest Hills, a position he has held since 2000. Previously, he was director of programs at the Local Government Academy and administrator in the Borough of Ben Avon. Morus also spent 14 years as a teacher at the primary and secondary levels.

RUTHANN L. OMER, PE, currently serves as The Gateway Engineers, Inc. president and is a member of the Board of Directors for Local Government Academy. Amassing over 25 years of municipal engineering experience with a background in the construction and inspection arena, Omer manages the engineering activities for seven municipalities located in Southwestern PA. She is affiliated with several engineering and leadership related organizations throughout Pennsylvania, and routinely contributes to charitable causes that promote growth and national recognition for the region.

MEGAN OTT is an attorney at Goehring, Rutter & Boehm, where she is a member of the firm's Municipal and School Law Group. Megan is the firm's internal expert on Right-To-Know Law and Sunshine Law, regularly speaking and educating public officials on both topics. She serves as a local agency law specialist in the employment setting and a resource for collective bargaining and employee benefits. She has experience in all phases of tax assessment and exemption litigation matters. Megan has a special interest in blight fighting for her municipal clients. She serves as Solicitor of Conway Borough, Avalon Borough and the Kennedy Township

Uniform Construction Code Board of Appeals. She is the Chairwoman of the Allegheny County Association of Municipal and School Solicitors. Megan is a 2001 graduate of Penn State University and a 2004 graduate of the University of Pittsburgh School of Law.

MICHAEL A. PALOMBO is a shareholder with the Pittsburgh law firm of Campbell Durrant Beatty Palombo & Miller, P.C. Mr. Palombo practices in the areas of labor and employment, municipal law/school law, administrative law and appellate law. Mr. Palombo is a graduate of Duquesne University, B.A. 1990, J.D. 1993. He is also admitted to practice before the United States District Court for the Western and Middle Districts of Pennsylvania and the Third Circuit Court of Appeals. Mr. Palombo is a member of the Pennsylvania and Allegheny County Bar Associations, Allegheny County Bar Association Municipal and School Solicitors Section and Labor and Employment Law Section.

GWEN PATTERSON is in her 6th year as the Manager of the Township of Aleppo in Allegheny County. She received her MPA from the University of Pittsburgh in 2004. Prior to her municipal experience, she worked in Research Administration at Johns Hopkins University.

JAMES H. ROBERTS is a partner in the corporate and business department of the law firm of Eckert, Seamans, Cherin & Mellott. He is the administrator of the firm's municipal law section and is the head of the Act 4 Recovery Team for the City of Pittsburgh.

MARK ROMITO is the Finance Director for the Municipality of Bethel Park. He is an active member of the national and state chapters of the Government Finance Officers Association, and also serves on the Management Committee of the Southwest Allegheny County Tax Collection Committee.

NATALIA RUDIAK is a councilwoman for the City of Pittsburgh's fourth district, covering the neighborhoods of Carrick, Overbrook, Bon Air, Brookline, Beechview, and a portion of Mount Washington. Natalia's professional experience is in management and technology. She previously worked at Deloitte Consulting, where she implemented a state-wide information technology system. Before her election, Natalia ran her own small business where she helped non-profit organizations and community groups create and implement concrete plans for growth and collaboration. Natalia earned her Bachelor's Degree from George Washington University and her master's degree from the H. John Heinz III School for Public Policy and Management at Carnegie Mellon University. Natalia is currently an Executive Board Member of the Public Parking Authority of Pittsburgh and Board Member of the Carnegie Library of Pittsburgh.

ELIZABETH P. SATTLER, ESQ. is an associate attorney at Goehring Rutter & Boehm in Pittsburgh. She practices within the School and Municipal Law, Family Law and Real Estate Law groups. Ms. Sattler represents public schools and municipal agencies in all matters of organization, management, operation and finance, as well as a variety of clients in matters at the trial and appellate court levels.



Congratulations on winning elected office!

As you prepare for your term, we invite you to participate in the Newly Elected Officials Course, a program designed specifically to help you transition to your governing role and serve to the best of your ability.

The Newly Elected Officials Course begins Saturday, November 19, 2011, at the Pittsburgh Marriott City Center. In the pages that follow, a complete description of the course is presented, including a list of topics, locations and the biographies of the instructors. As you look over that information, please consider the many reasons why this course is so valuable.

The Local Government Academy has been offering the Newly Elected Officials Course for over 20 years. The course, which has been distinguished as a winner of the Good Government Award from the League of Women Voters, is notable for its:

- **Depth and Breadth:** Over 45 hours of instruction by experienced practitioners from government, business and academia.
- **Independence:** Local Government Academy is nonprofit and nonpartisan, and engages in no lobbying.
- **Practicality:** Focused more on policy-making than politics, the course builds knowledge and skills for decision-making.
- **Relationship Building:** Elected officials who complete the Newly Elected Officials Course form a network of peers and experts that they draw upon throughout their terms.
- **Accessibility:** In addition to a variety of registration options, scholarships are available to communities with financial difficulties.

Public service is an honor, a privilege and a trust. Your service to your community will have a lasting impact. Please take the time to invest in your own leadership ability. I look forward to meeting you on November 19, 2011.

Yours truly,

Susan G. Hockenberry

Susan G. Hockenberry
Executive Director

P.S. The Newly Elected Officials Course is not just for first-time elected officials. If you have been re-elected, you may attend as well. In fact, some of our best participants are those with some experience. Come — challenge us!

COURSE OVERVIEW

Understanding the Extent and Limitations of Municipal Power: The effect which government form and structure have on decision-making and administration. Also, rights and responsibilities under the Sunshine Act and Right to Know Law will be covered.

Techniques and Procedures for Running an Effective Meeting: Agenda setting, meeting management and properly and effectively involving the public in the governmental process.

Media and Communications: Tips and tactics on working with the media, public relations and communicating your government’s results.

Municipal Finances: Standards for a “good” budget, sources of revenue, control over expenditures, financing capital improvements, and what questions to ask to determine the municipality’s financial positions.

Personnel Law: Elected Officials’ roles of and responsibilities in personnel administration, including collective bargaining, evaluating performance and the legal context.

Public Safety & Police: Understanding the relationship between the elected board and the public safety departments; roles of municipal officials and the legal responsibilities regarding emergency management, fire protection and policing.

Infrastructure: What elected officials need to know about streets, water, wastewater and storm water management; maintaining systems; and the impact of development on the need for water, sewage and streets.

Planning, Zoning and Development: Understanding the functions of the Planning Commission and Zoning Hearing Board, their relationship with elected officials, and areas of responsibility; problems caused by the lack of proper planning/zoning; and managing the impact of development.

Intergovernmental Relationships: Learn to effectively work with other local governments, as well as with state and federal governments.

Leadership and Ethics: Becoming an effective leader, the relationship between elected officials and professional staff; ethical decision-making and accountability in local government.

CONTINUING EDUCATION CREDITS

Local Government Academy is an accredited and approved provider of Continuing Legal Education Credits (Supreme Court of PA CLE Board) and Continuing Professional Education Credits (State Board of Accountancy). Several sessions held as part of this course will be certified for CLE and CPE credits for an additional fee. Contact LGA for more information.

MICHAEL P. LYNCH SCHOLARSHIP FUND

This scholarship fund, formed in honor of Michael P. Lynch, longtime chairman of the LGA Board of Directors, provides a limited number of Newly Elected Officials Course partial scholarships for first-time elected officials. See page 11 for eligibility requirements and how to apply.

COMPLETE THE ENCLOSED REGISTRATION FORM OR GO TO
WWW.LOCALGOVERNMENTACADEMY.ORG TO REGISTER.

INSTRUCTORS ...continued

Reserve Township, Allegheny County, PA. and has been a Division Manager for a fortune 100 company. He is a graduate of the University of Dayton with a B. S. Degree in Business Management and completed credits towards an MBA at the Rochester Institute of Technology.

AMANDA HARTLE is the communications director at North Hills Community Outreach. She arrived in Pittsburgh after graduating from the University of Pittsburgh, Johnstown in 2006 where she obtained her bachelor’s degree in journalism. During college, she worked for The Daily American in Somerset County as a correspondent and as a contributing writer for The Times Herald in Norristown, Pa. Amanda started her career as a community journalist in 2006 with Gateway Newspapers, a part of Trib Total Media. She covered numerous communities by attending hundreds of supervisor, council and school board meetings in Allegheny County while writing for the Sewickley Herald, The Signal Item and Coraopolis-Moon Record. After the closure of Coraopolis-Moon Record, she served as public relations officer for Moon Area School District switching from reporter to spokesperson.

ALVIN HEDERSON is the Acting Chief for the Allegheny County Department of Emergency Services, where he oversees the Fire Academy, Fire Marshal’s Office, Emergency Management, Emergency Medical Services and 9-1-1 Communication Divisions. Alvin was hired as an Emergency Management Specialist with the Allegheny County Department of Emergency Services in 2003; he was promoted to Emergency Operations Manager in 2007. Prior to that, he served as Director of Public Safety at Point Park University from April 2008 through August 2009, before returning to Allegheny County Emergency Services as Assistant Chief of Operations and Training.

ELIZABETH E. KRISHER, CPA, CGFM began her public accounting career with Ernst & Young in 1985 and joined Maher Duessel in 1991. She serves as the Partner-in-Charge of Non-Profit Services for Maher Duessel but is equally well-versed in governmental accounting and auditing issues. Her non-profit clients include social service organizations, religious organizations, educational institutions, foundations, and arts and cultural organizations. Her government clients include municipalities, cities, and authorities. She has a B.A. in Economics/Business Administration from the University of Pittsburgh

DAVID KOSICK, SR. is an associate with the KMA Group. He has more than 30 years experience in the public relations field. Kosick spent 16 years as a reporter for KDKA Radio & Television, two years as director of communications for Allegheny County, and served as press secretary in a Pennsylvania Gubernatorial campaign.

DR. KENNETH A. LASOTA is an Associate Professor of Geology and Earth Sciences at Robert Morris University. He holds a Ph.D. in geology from the University of Pittsburgh, a MS in geology from the Iowa State University, a BS in meteorology from the Pennsylvania State University, an MBA in management from Robert

Morris University, an M.Ed. in secondary education from Robert Morris University, and a MS in higher education from Robert Morris University. He is the author of seven scientific articles, scores of published abstracts and proceedings, and has presented numerous scholarly papers at conferences around the country. He has served as a judge at science fairs in Pennsylvania and Ohio. In addition, he is currently completing his fourth term as Mayor of the Borough of Heidelberg.

PAUL LAUER is assistant township manager for Peters Township and serves as the Township’s finance director. Paul is a reviewer for the Government Finance Officer’s Association’s Distinguished Budget Presentation Award Program.

GRETCHEN K. LOVE is an associate attorney with the Pittsburgh law firm of Campbell Durrant Beatty Palombo & Miller, P.C. Ms. Love’s practice is primarily focused on the representation of public sector entities in labor and employment issues. She routinely represents and advises employers on such matters as collective bargaining, employee hiring and discipline, employment discrimination, wage practices and personnel policies.

MARK MANSFIELD is assistant manager of Upper St. Clair Township. His professional experience in local government began in 1981 when he became the secretary/treasurer of Canton Township in Washington County. Mansfield has also previously worked as a township manager in North Strabane Township. He has a BS in business administration from Indiana University of Pennsylvania and a Masters of Public Administration from the University of Pittsburgh. Mansfield also serves as President of the Local Government Academy’s Board of Directors.

REBECCA MATSCO is a Supervisor for the Township of Potter in Beaver County. She is currently a graduate student at Trinity School of Ministry in Ambridge PA where she will graduate in the Spring of 2012 with a M.A. Religion – Biblical Studies. She also has a B.A. in Organizational Development and she is an NEOC graduate. Rebecca has past experience in nonprofit management and is active on the Membership Committee of Beaver County Regional Council of Governments and she is a member of GHRIP Cooperative Partnership with Greene, Hanover, Raccoon and Independence Townships.

VANESSA MCCARTHY-JOHNSON was elected to the Wilkinsburg Borough Council in 2008. She is currently on the Public Safety Committee and a member of the Economic Development Committee. Vanessa is an active member of the community, working on the Community Day, Arts In the Parks, Toys For Tots and the Parks and Recreational Advisory committees. She is one of the founding board members of the Wilkinsburg Sun and a founding member and current President of Wilkinsburg HOOPS. Vanessa serves on the Boards of the Wilkinsburg Branch of The Boys and Girls Club of Western Pennsylvania, The Program, Local Government Academy and Strong Women, Strong Girls Advisory Council.

INSTRUCTORS ...continued

he served as the Mayor for five years and was a 30-year veteran of the Franklin Park Volunteer Fire Company where he served as Fire Chief for 18 years and prior to that as Assistant Fire Chief for 11 years. He was also a Board Member and Secretary of the McCandless-Franklin Park Ambulance Authority. Renny retired from the former Westinghouse Electric Corporation in April 2000 after a 34-year career. He is a graduate of Geneva College and the NEOC.

KATHY CLARK is an attorney at Eckert Seamans where her practice involves a variety of local governmental matters as well as complex state and federal litigation issues. Kathy's local governmental practice is concentrated in the area of municipal law, and she represents both municipalities and private clients in municipal law-related matters. Kathy is extensively involved in the oversight of communities subject to the Municipalities Financial Recovery Act (Act 47). She has a J.D. from the University of Pittsburgh School of Law and a B.A. from Dickinson College.

REGIS J. EBNER JR. is the Assistant Town Manager for the Town of McCandless, a position he has held for 12 years. As such he also holds the title of Finance Director, and he is the appointed Tax Collector for the Town of McCandless and North Allegheny School District. He is responsible for all aspects of the finance and human resource functions of the Town as well as collection of the business privilege, earned income, local services, mechanical device, per capita, and real estate taxes. Rege is a director on the GFOA-PA West Board and serves as Secretary on the board of the Pennsylvania Business Privilege and Mercantile Tax Collectors Association (BPMTCA).

BERNHARD (BERN) J. ERB, elected in 2009, is as a council member in the Municipality of Monroeville, a home rule community. Prior to elected office he served as an appointed Monroeville Planning Commissioner for four years, two years as the Commission Chair. Mr. Erb holds an MBA through the University of Pittsburgh EMBA program and is a founding shareholder of a company providing sales and sales consulting services to companies in the medical sector. As a councilman he also serves on the Monroeville Foundation, the Turtle Creek Valley Council of Governments, and is a member of the NEOC Alumni Association.

STEPHEN FELLER is manager of Mt. Lebanon, a home rule community south of Pittsburgh. He previously served as the Director of Administration for the Maryland Port Administration and as City Administrator in Hagerstown, Maryland. He has been active with the National Association of Schools of Public Affairs and Administration (NASPAA) and currently serves on their Standards Committee. He received his Masters of Public Administration degree from the University of Kansas and Bachelors degree from The American University in Washington, D.C. He was one of the first Managers in Pennsylvania to be credentialed by the International City Management Association (ICMA.)

MICHAEL FOREMAN is a local government policy specialist for the Pennsylvania Department of Community and Economic Development, Center for Local Government Services, in the southwest regional office. Formerly, Foreman served as a municipal finance consultant with the Pennsylvania Department of Community Affairs, Bureau of Local Government Services since 1988 until its consolidation with the Department of Commerce in July of 1996.

CHRISTOPHER P. GABRIEL is an associate attorney with the Pittsburgh law firm of Campbell Durrant Beatty Palombo & Miller, P.C. Mr. Gabriel's practice is focused on the representation of public sector entities in labor and employment issues. He routinely represents and advises employers on such matters as collective bargaining, grievance and interest arbitration, civil service issues, employee hiring and discipline, employment discrimination, wage practices and personnel policies.

STEPHEN A. GLASSMAN is President & CEO of the Community Design Center of Pittsburgh. Mr. Glassman practiced architecture as the principal of his own Maryland and Pennsylvania-based architectural firm - Art and Architectural Design - for 25 years. His residential and commercial work appeared more than 100 times in national publications and won numerous awards and citations. Mr. Glassman has advanced degrees in architecture and art history from Brown and Yale Universities, and has taught at the college and graduate school levels at various institutions. Before joining the CDCP, Mr. Glassman served as the Chairman of the Pennsylvania Human Relations Commission. He is a 2005 graduate of Harvard University's JFK School of Government program for senior executives in state and local government. His many awards and recognitions include the Governor's Award for Outstanding Contribution to Architecture.

VANESSA GLEASON is the finance director for Cranberry Township. She is a member of the state board of the Government Finance Officers Association of Pennsylvania and has previously served as the assistant manager for the Borough of Whitehall and the manager for North Fayette Township. She currently chairs the finance team at the Baldwin Community United Methodist Church.

RICHARD M. HADLEY currently serves as a member of the Cranberry Township Board of Supervisors and is a proud graduate of the NEOC. In addition, he has served the township as a member of the Parks & Recreation Board and Sewer & Water Authority. Mr. Hadley is past President of the PA State Association of Township Supervisors. Mr. Hadley has also served as Chairman of the North Hills Council of Governments Managers Committee and was elected Chairman of the Allegheny North Tax Collection Committee. Mr. Hadley was appointed by the Governor and confirmed by the Senate to serve on the Municipal Police Officers Education and Training Commission. Professionally, Mr. Hadley is the Executive Director of the Allegheny League of Municipalities. He previously served as manager for

WHAT OUR GRADUATES ARE SAYING

"Since completing the LGA's Newly Elected Officials Course, I have found several occasions when I draw on information that was provided. The curriculum was relevant, well designed and presented concisely in a compressed timeframe. It gave me a foundation and will help me develop my understanding and performance of my Council position. Though the course didn't give us all the answers—more importantly, it taught and encouraged us to ask the right questions. The experience was invaluable."

—Monica Merrell,
Peters Township

"Since I took the course when I was beginning my second term, I had a good idea of things that I didn't know! A lot of the background material and resource information was helpful in giving me more comprehensive, in depth knowledge about the subjects covered."

—Anonymous

"LGA has done a tremendous job of pulling together experts in their fields to give local elected officials a solid foundation for their service to the public. The information, personal contacts, and experiences gained have been invaluable. If enough officials will take the time and make the commitment to completing the NEOC course, ultimately the communities of Western PA will reap the long-term benefits of better educated, better informed, and more effective local governments."

—Scott Levenson,
Conway Borough

"The classes were well organized. The staff was gracious and professional. The teachers were absolutely top notch. The classes were invaluable and taught in an easily digestible format. It has helped me as a "newbie" to perform and seek help that I would have never been aware of, if it wasn't for the extremely knowledgeable people that make up the LGA."

—Anonymous

"It was good to meet other elected officials and plant some seeds for future collaboration —additional time for this would have been welcome."

—Monica Merrell,
Peters Township

"LGA is the one stop shop for acquiring the foundational knowledge and skills critical for newly elected officials to become effective leaders and collaborative team players in their communities."

—Paula A. Calabrese,
Oakmont Borough

"Very worthwhile program. I personally have been able to grasp some very helpful information to help me make useful. I've gained insights that changed the way I approach issues and I've met people and been put in touch with resources that have deepened my understanding of the role and limitations of elected officials."

—Robert Fayfich
Marshall Township

"My high expectations for learning about municipal government operations have been more than satisfied. In fact the organizers and presenters at our all day Saturday sessions have excited me and convinced me that I can and should make a positive impact on the quality of life in my community."

—John Orndorff,
Osborne Borough

"I can't image the task of learning this on my own without this resource."

—Barbara Nicholas,
Wilkinsburg

"From the very first session, you begin to develop an awareness of the broad range of issues that you are going to have to understand as you — a local official — make difficult decisions. As an elected official in Southwestern PA, you need to be concerned about the entire region, not just your own municipality. The NEOC provides the opportunity to see the entire spectrum of local governments in our region, to come to understand our very similar problems and seek the solutions."

—Preston W. Shimer,
Upper St. Clair

"They expose to you to the tools and information you need to do this job. Every topic was covered thoroughly. Each LGA employee gives 100%."

—Anonymous

"The course was very comprehensive and I gained a lot of information which will be useful to me as a councilmember. Already we have used what we learned from the mock council meeting. Citizens have commented on how professionally and businesslike the meetings are run. We plan to make this a part of the orientation process for future council members."

—Judy Harrison
Ambridge Borough

REGISTRATION OPTIONS

The Newly Elected Officials Course offers a variety of registration options.

1. **Certificate Program:** The most comprehensive course for newly elected officials in the Commonwealth, with weeknight sessions held in various locations throughout Allegheny County and Saturday programs at regional universities..... \$450
2. **Saturdays Only:** Four full-day programs in addition to Opening Day. No evening programs \$275

Not sure which option is for you? Attend Opening Day at a cost of \$30 to learn more about the course and its schedule. (Opening Day is included in the other registration options, as well).

Newly Elected Officials Course Opening Day [\$30]

WHEN: Saturday, November 19, 2011

WHERE: Pittsburgh Marriott City Center

AGENDA: **8:30AM: Registration Opens; Continental Breakfast**
9AM–Noon: Welcome and Mock Council
Experienced local government officials will stage a council meeting to introduce newly elected officials to the process of running a public meeting. Following the Mock Council meeting will be an interactive breakdown of meeting management issues and procedural techniques.

Noon: Lunch
1PM–3:30PM: Leadership Development
Newly elected officials will engage in an exercise to identify individual strengths and recognize how they impact decision-making. Local issues driving the participant’s recent political experience will be examined. Participants will begin to develop a leadership strategy that will emerge during the Newly Elected Officials Course.

1. Certificate Program* [\$450]

Allegheny

DATE/TIME	LOCATION	TOPIC
Saturday, Nov 19, 2011, 9AM	Opening Day Session, Marriott City Ctr	Mock Council & Effective Leadership
Thursday, December 1, 2011, 6PM	Green Tree Borough Municipal Building	Scope of Municipal Powers
Saturday, December 10, 2011,9AM	University of Pittsburgh	Budget & Finance
Thursday, January 12, 2012 6PM	Upper St. Clair Community & Rec. Ctr	Public Sector Human Resource Mgmt
Thursday, January 19, 2012, 6PM	Upper St. Clair Community & Rec. Ctr	Public Sector Human Resource Mgmt
Saturday, January 28, 2012 9AM	Robert Morris University	Infrastructure
Thursday, February 9, 2012 6PM	Allegheny Co. Emergency Operations Ctr	Public Safety
Saturday, February 18, 2012 9AM	Duquesne University	Planning & Community Development
Thursday, February 23, 2012 6PM	Green Tree Borough Municipal Building	Intergovernmental Cooperation
Thursday, March 1, 2012 6PM	CCAC, Boyce Campus	Ethical Decision Making
Saturday, March 10, 2012 9AM	Carnegie Mellon University	Communication w/the Public, Conflict Resolution

2. Saturdays Only [\$275]

DATE/TIME	LOCATION	TOPIC
Saturday, Nov 19, 2011, 9AM	Opening Day Session, Marriott City Ctr	Mock Council & Effective Leadership
Saturday, December 10, 2011,9AM	University of Pittsburgh	Budget & Finance
Saturday, January 28, 2012 9AM	Robert Morris University	Infrastructure
Saturday, February 18, 2012 9AM	Duquesne University	Planning & Community Development
Saturday, March 10, 2012 9AM	Carnegie Mellon University	Communication w/the Public, Conflict Resolution

GRADUATION DINNER, Sheraton Station Square
Thursday, March 22, 2012, 6PM-9PM

* Certificate of Achievement will be awarded to those completing entire course (two absences permitted). Registration begins 30 minutes prior to the session start. Most evening sessions end at 9:30PM; most Saturday sessions end at 3:30PM. See enclosed form for complete pricing information.

INSTRUCTORS

JERRY ANDREE is manager of Cranberry Township, Butler County and has previously served as municipal manager for Hampden Township, Cumberland County. Jerry earned an undergraduate degree and MPA from Penn State University. He is the 2003 recipient of the Joseph A. James Memorial Award for Excellence in Government Achievement.

EDWARD BARR is Chief Marketing Officer at iCarnegie, Inc., a Carnegie Mellon University for-profit company, where he is responsible for the development of the iCarnegie brand and position in the marketplace. From 2000-2010, he taught at Carnegie Mellon University’s Heinz College as associate teaching professor, specializing in communications, marketing, teamwork and innovation. Barr was vice president of marketing for Allegheny University Medical Practices (AUMP-West) and director of corporate communications at the Pittsburgh Mercy Health System.

JOHN M. BARRETT is Manager of Baldwin Borough and has previously served as Chief Administrator for the Municipality of Murrysville. John also has extensive experience in leadership within the non-profit sector; having previously served as the Executive Director of Friendship Development Associates, Director of Programs with the Local Government Academy and Director of Operations at the Pittsburgh Downtown Partnership. He graduated from the University of Delaware where he earned a Bachelor of Arts in English Literature, and also holds a graduate degree from Duquesne University.

VICKI L. BEATTY is a shareholder with the Pittsburgh law firm of Campbell, Durrant & Beatty, PC. Beatty’s practice is primarily focused on the representation of public sector entities in labor and employment issues. She routinely represents and advises employers on such matters as collective bargaining, employee hiring and discipline, employment discrimination, wage practices and personnel policies. Beatty is also the solicitor for Cranberry Township.

AARON BIBRO is manager for Robinson Township, Allegheny County. He previously spent 2 years as an Americorps Volunteer in Boston and worked for Public Financial Management in Philadelphia and in Comcast’s Government & Community Affairs Department. Bibro received a bachelor’s degree in Journalism from Point Park University and a Master’s Degree in Public Administration, with a certificate in City Management, from Villanova University.

TIM BISH is a Shareholder in the Public Sector Services and Business Sector Services Groups of Babst Calland. He represents both public and private clients in municipal and land use law matters, with a concentration in zoning, land development, subdivision and real estate matters, economic development and local taxation issues, public bidding and contracting, general municipal matters, codifications, code enforcement, and the Uniform Construction Code. Mr. Bish serves as solicitor and special counsel to several municipalities and zoning hearing boards. He is a member of the Allegheny County Bar Association, where he has served as chairman of

the Municipal and School Solicitors Sector, and the Pennsylvania and American Bar Associations.

CHARLES T. BLOCKSIDGE, PH.D. is currently the Executive Director of Local, County & State Government Relations & Specials Projects at the Community College of Allegheny County (CCAC); prior to this he served as Executive Director of Workforce Alliance at CCAC. Dr. Blocksidge had held administrative positions in a number of school districts. He also worked in county government as the Director of Budget and Finance and Director of Property Assessments for Allegheny County. Additionally, he has taught as a member of the adjunct faculty at CCAC and the Graduate School of Business at Robert Morris University. Dr. Blocksidge received a B.S. in Education from Kutztown State College, a Masters from Duquesne University and Ph.D. from the University of Pittsburgh. He also completed additional graduate work at Temple University.

REBECCA BRADLEY is currently the manager of Wilkins Township. She has worked for local government for more than 20 years, and has worked for Rochester Borough and the City of Aliquippa in Beaver County. She is a graduate of Geneva College with a Bachelor in Accounting and Business Management.

WHITNEY BRADY is the first female manager of Beaver Borough in Beaver County. She earned her degree in Social Work and Cultural Studies at Chatham College and her Master’s Degree in Social Work with a concentration on Community Development and Social Administration from the University of Pittsburgh. During her graduate studies, she worked with officials and stakeholders in Mount Oliver Borough to form a community development corporation called the Hilltop Economic Development Corporation. She then worked as a project manager with Allegheny County Economic Development as a project manager. She was also municipal manager at Carnegie Borough.

DAN CESSNA is the district executive for PennDOT Engineering District 11. Situated in scenic Western Pennsylvania, District 11 includes Allegheny, Beaver and Lawrence Counties and manages the Fort Pitt, Liberty and Squirrel Hill Tunnels located within Allegheny County.

BARB CIAMPINI graduated from the Pennsylvania State University in 1983 with a bachelor of science in urban and regional planning in 1983. She served as a councilwoman in the Borough of Youngwood from 1984-1985 until she became the Planning Director of the City of Greensburg in late 1985, a position she still holds. Barb has served as a board member of the Greensburg YWCA and currently serves as a board member of the Greensburg Community Development Corporation.

G. REYNOLDS (RENNY) CLARK is Vice Chancellor for Community Initiatives and Chief of Staff in the Office of the Chancellor for the University of Pittsburgh. He is responsible for governmental relations, local economic and community development initiatives and the daily operations and programs of the Chancellor’s office. Renny resided in Franklin Park, a suburb of Pittsburgh where