Advancing Civic Leadership

leadership
an act or instance of leading;
guidance; direction

New locations in Rockford and Lake County!

WORKSHOPS

leadership
management
strategic planning
economic development
budget & finance
communications & media
+CEU Credits
The presentation of sound practices (as opposed to the latest trends and buzzwords) has been invaluable.
What is the Civic Leadership Academy?

The Civic Leadership Academy was created in 2004 by the Center for Governmental Studies (CGS) at Northern Illinois University as a leadership skills development program for elected and appointed leaders and managers in government and not-for-profit agencies. Academy workshops expose participants to relevant theory and practice and emphasize experiential learning and peer-to-peer exchange. Sessions are led by recognized experts from Northern Illinois University and the surrounding region.

Academy workshops address topics central to effective governmental leadership in the 21st Century. Workshops are designed to give participants new skills for personal effectiveness and growth in their professional/governmental roles. Participants may take individual workshops of interest or complete the requirements to earn a Certificate of Achievement (see page 25).

The Center for Governmental Studies (CGS) is celebrating its 43rd year of providing services to enhance the capacity and performance of civic institutions and governments in the northern Illinois region.

Earn Credit for ICMA’s Voluntary Credentialing Program by Workshop Participation

The ICMA Voluntary Credentialing Program recognizes professional local government managers qualified by a combination of education and experience, adherence to high standards of integrity, and an assessed commitment to lifelong learning and professional development. Managers are recognized by ICMA through a peer review credentialing process, and this self-directed program offers an opportunity for interested ICMA members to quantify the unique expertise they bring to their communities. Members who participate in the program may earn the designation of ICMA Credentialed Manager granted by the ICMA Executive Board. ICMA Credentialed Managers are viewed with growing distinction by local governing bodies and progressive, civically engaged communities.
Advancing Civic Leadership

AUG 22, 2013

Thursday

Full Day Workshop
8:00 am – 3:30 pm

Lake County

Understanding your Government's Finances and Financial Position

Presented by Brian Caputo, M.P.A., CPA, Chief Financial Officer/City Treasurer, City of Aurora

Addresses ICMA Practice Areas
10. Budgeting
11. Financial Analysis

Objectives
» Become familiar with essential general concepts in local governmental budgeting with a particular emphasis on Illinois
» Understand the basic components of governmental fund accounting
» Learn the fundamentals of governmental procurement

Description
Debits, credits, revenues, and expenses — it must be budget season again. This workshop is designed to provide participants with working knowledge of the processes, policies, and politics that surround governmental budgeting and finance. A public budget is about policy choices: how much money, how to raise it, how to spend it, and how to account for it. Because budgets are about choices, they reflect the priorities and values of those who shape them. Participants will gain an understanding of the concepts and techniques needed by civic leaders to understand budgets and financial management.

(This event is also offered on May 15, 2014 at NIU Naperville.)

The presenter offered many examples and details connecting to real world experiences allowing us to make connections to apply the knowledge.

AUG 27, 2013

Tuesday

Full Day Workshop
9:00 am – 3:30 pm

NIU Naperville

Achieving Fiscal Health and Wellness through Priority Based Budgeting

Presented by Christopher Fabian, Jon Johnson, and Kathie Novak, Center for Priority Based Budgeting

Addresses ICMA Practice Areas
10. Budgeting
11. Financial Analysis

Objectives
» Understand the basic concepts of fiscal health and wellness
» Learn how Priority Based Budgeting can help an organization prioritize the allocation of scarce resources

Description
This workshop offers participants an overview of two initiatives developed by the Center for Priority Based Budgeting (and named leading practices in 2012 by ICMA and the Alliance for Innovation) to help local governments address the fiscal realities they face. The session will introduce the basic concepts of fiscal health and describe how, by following these principles, a clearer picture of their organization’s financial position will emerge. Once an understanding of the organization’s fiscal health is gained, Priority Based Budgeting (Fiscal Wellness) may be used to allocate resources to the programs and services most likely to attain the results most desired by the community. Organizations are then able to make better-informed decisions about reducing or redistributing resources through the budget process.
Governance Roles, Responsibilities, Structure

Presented by Derke Price, Ancel Glink

Addresses ICMA Practice Areas
2. Policy Facilitation
8. Democratic Advocacy and Citizen Participation

Objectives
» Learn about the various forms of municipal government
» Learn about the roles and responsibilities of the elected and appointed officials

Description
This session will survey the differences in the different forms of municipal government (e.g., home rule/non-home rule, manager form of government, and commission form of government) and the different powers and responsibilities that go along with each for the executive (Mayor or President) and the legislative (aldermen, commissioners, or trustees) officials. We will explore the relationship of various officers and directors and staff with the elected body and the roles and responsibilities of each elected official in the typical matters of public business.
**Advancing Civic Leadership**

**SEP 17, 2013**

**Full Day Workshop**

**Tuesday**

**Economic Development as an Ecosystem of Collaboration**

Presented by Keenan Grenell, Ph.D., President/CEO, Grenell Group, LLC.

**Addresses ICMA Practice Areas**

3. Functional and Operational Expertise
6. Planning & Initiative, Risk Taking, Vision, Creativity, and Innovation

**Objectives**

» Learn what an economic development ecosystem is and its characteristics and structure
» Gain an understanding of how economic development ecosystems support wealth, new business ventures, and job creation
» Become familiar with resources that enable economic development ecosystems to transform communities and showcase economic resilience
» Discuss case studies of successful economic development ecosystems around the globe, especially the practices that promote economic prosperity

**Description**

This workshop will provide participants with an in-depth understanding of how well-defined economic development ecosystems are at the very center of job, new venture, and wealth creation in market economies. A particular focus will be on how to establish a business environment that fosters the success of private enterprise and leads to communitywide-shared prosperity. The workshop addresses four important economic development issues: rethinking institutional alliances for new economic development outcomes, staying competitive and collaborative around a shared vision, cultivating new visionaries to lead the way, and implementing strategies that lead to new venture creation, wealth creation and job creation.

*(This event is also offered on January 14, 2014 at NIU Rockford.)*
Government Financial Basics

Presented by Adam Simon, Ancel Glink

Description
If you are like many newly elected officials, one of your first acts in office was to approve a multi-million dollar budget with only a brief opportunity to grasp the scope and contents of the document. And that was just the beginning. Other financial documents require your attention, including the Audit, Annual Treasurer’s Report, the tax levy, and more. This seminar will explain all the mandatory annual financial documents a public official will review and approve during one fiscal year. In addition, you will learn how the tax cap works to limit the amount of property taxes your community can collect and how you can maximize your municipality’s flexibility to spend tax revenues. Finally, a brief overview of the economic development tools available to municipal officials will be presented.

Addresses ICMA Practice Areas
11. Financial Analysis

Objectives
» Become familiar with the financial documents you will review and approve every year
» Begin to understand how much tax money your community may collect
» Learn how to avoid tax objections

FOIA, OMA, and Social Media - Keeping it Legal

Presented by Julie Tappendorf, Ancel Glink

Description
Transparency in government is more than just a buzz word - it is the law. In this session, you will learn about the Illinois “sunshine laws” (Open Meetings Act and Freedom of Information Act) and how these laws affect local governments, officials, and employees. The session will also explore some of the legal pitfalls in the use of technology (emails, text messages, and social networking) by local government officials and employees, and how to address, and hopefully avoid, these issues.

Addresses ICMA Practice Areas
8. Democratic Advocacy
17. Citizen Participation & Integrity

Objectives
» Gain an understanding of Illinois “Sunshine Laws”
» Learn about the pitfalls of social networking
**OCT 08, 2013**  
**NIU Naperville**  
Registration opens at 8:30 am  
Hour break for lunch on your own

**Tuesday**  
**Full Day Workshop**  
9:00 am – 3:30 pm  
**Breakfast Buffet Included**

**Grant Writing**  
Presented by Gloria Simon, Ph.D.

**Addresses ICMA Practice Areas**  
11. Financial Analysis  
15. Presentation Skills

**Objectives**  
» Understand the benefits and challenges of external funding and the role that internal and external grants play in meeting fiscal needs  
» Identify the range of grant opportunities for their current organizations  
» Identify the relevant information needed in a data file  
» Learn how to use information from the data file for grant applications  
» Apply the decision-making process for how (or not) to apply for grant opportunities

**Description**  
This workshop will help participants identify the range of grant opportunities available to them in their current organizations, as well as the benefits and challenges of getting funding from external sources. Participants will also learn about keeping a “data file” which will help them to complete grant applications on relatively short notice when they become available. Class exercises will help them to start the process of identifying grants and setting up a data file.  
(This event is also offered on May 20, 2014 at NIU Rockford.)

**OCT 22, 2013**  
**Lake County**  
Registration opens at 7:30 am

**Tuesday**  
**Half Day Workshop**  
8:00 am – 12:00 pm  
**No Meals Provided**

**Communicating in Crisis**  
Presented by Melanie Magara, Special Assistant to the Vice President, Division of Outreach, Engagement, and Information Technologies, Northern Illinois University and Samantha Brunell, Center for Governmental Studies, Northern Illinois University.

**Addresses ICMA Practice Areas**  
15. Presentation Skills  
16. Media Relations

**Objectives**  
» Learn how to identify different types of crises and the specific challenges they present  
» Understand how to develop and implement a crisis communications plan  
» Know what it takes to be an effective spokesperson for your organization

**Description**  
Institutional reputations take years to build – and can be undone in minutes if leaders are not prepared to manage crises. This workshop uses real-world examples to explore best practices in crisis communications. Learn how to quickly assess the scope of a crisis and develop messages that can be delivered within an hour or less; how to identify your various audiences and keep each informed at a level that meets expectations; and use communications to help restore order and confidence in your institution.  
(This event is offered on November 5, 2013 at NIU Rockford, and on April 15, 2014 at NIU Naperville.)
NIU Rockford  
Registration opens at 6:30 pm

**Land Use, Economic Development, and Zoning**

Presented by Paul Keller, Ancel Glink

Addresses ICMA Practice Areas
2. Policy Facilitation
3. Functional and Operational Expertise and Planning

Objectives
» Understand Illinois land use law as it pertains to comprehensive land planning, zoning procedures and economic development
» Learn how comprehensive planning serves as the foundation for zoning, and the statutory basis for comprehensive land use planning
» Gain awareness of the basic elements of zoning and statutory and constitutional requirements of proper zoning procedures and regulations
» Become familiar with the basic statutory tools of economic development, including tax increment finance, special service areas, business development districts and tax rebates.

Description
Regulation of land use is a basic and essential function of local government. Because land use law is drawn from constitutional principles of due process and statutory limitations of local government authority, it is critical that local officials have an understanding of their power and responsibilities. In addition, local officials want to see their communities thrive and grow. Understanding the statutory tools available for economic development will help leaders facilitate the growth and development of their communities.

NIU Naperville  
Registration opens at 8:30 am

**Practical Applications of Excel and Access for Local Government Users**

Presented by Sherrie Taylor, Center for Governmental Studies, Northern Illinois University

Addresses ICMA Practice Areas
7. Technological Literacy

Objectives
» Learn how to practically apply Excel and Access for analyzing large datasets
» Learn new functions and open source alternatives to conducting data analysis

Description
Would you like to learn how to convert the vast sets of data you collect into useful information? This workshop will explore the functions within Microsoft Excel and Access that enable you to manipulate and work with large datasets. This hands-on workshop will teach participants new functions and how to use them through practical exercises relevant to local government, including the capability to embed maps directly into a spreadsheet! The advantages of cost-effective open source products will also be discussed. The ability to manage big data is critical in learning from the data being collected. What will your data tell you?

“Sherrie clearly loves what she does. She was extremely knowledgeable and was excited to share what she knows with the audience.”
**NOV 05, 2013**  
**Tuesday**  
**Evening Workshop**  
7:00 pm – 9:00 pm  
No Meals Provided

**NIU Rockford**  
Registration opens at 6:30 pm

**Communicating in Crisis**  
Presented by Melanie Magara, Special Assistant to the Vice President, Division of Outreach, Engagement, and Information Technologies, Northern Illinois University and Samantha Brunell, Center for Governmental Studies, Northern Illinois University.

**Addresses ICMA Practice Areas**
- 15. Presentation Skills
- 16. Media Relations

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*(This event is also offered on October 22, 2013 in Lake County and on April 15, 2014 at NIU Naperville.)*

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**NOV 06, 2013**  
**Wednesday**  
**Evening Workshop**  
7:00 pm – 9:00 pm  
No Meals Provided

**NIU Rockford**  
Registration opens at 6:30 pm

**Employment and Labor Relations**  
Presented by Robert T. McCabe, Ancel Glink

**Addresses ICMA Practice Areas**
- 2. Policy Facilitation
- 12. Human Resources Management

**Objectives**
- Gain familiarity with federal and state laws affecting employment and labor relations
- Learn strategies for addressing issues that may arise in a unionized work environment

**Description**
This session will provide an overview of applicable federal and state employment laws which newly elected officials will need to be aware of when dealing with personnel matters. We will discuss the Fair Labor Standards Act, the Americans with Disabilities Act, the Family Medical Leave Act, the Illinois Minimum Wage Law, and the Illinois Wage Payment and Collection Act among others. A brief overview of Title VII actions will also be provided. Finally, we will discuss how to deal with labor issues that arise in a union environment.
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<tr>
<th>Date</th>
<th>Type</th>
<th>Event Title</th>
<th>Presenter/Institution</th>
<th>Address ICMA Practice Areas</th>
<th>Objectives</th>
<th>Description</th>
<th>Location/Time</th>
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| NOV 07 2013| Thursday                    | What You Don’t Know About Your Housing Stock Could Cost You                  | Kelley Chrisse and Jennifer Groce, Center for Governmental Studies, Northern Illinois University | 2. Policy Facilitation  
3. Functional and Operational Expertise and Planning |  
- Examine the role of housing in the community  
- Understand the implications of housing decisions  
- Learn about various characteristics that can impact housing policy  
- Become aware of resources to evaluate your own housing stock | Nationally, the housing market is finally beginning to rebound from the collapse of the housing industry, but what is happening locally? Communities continue to face serious housing issues due to increased vacancies and foreclosures, deteriorating neighborhoods, declining property values, and growing numbers of cost burdened households. Understanding how your community has been impacted and what issues remain is critical to developing effective housing strategies and allocating appropriate resources. This workshop will educate participants about accessing relevant housing data and using that data to inform policymaking and more effective use of public resources.  
(This event is also offered on August 29, 2013 at NIU Rockford.) | NIU Naperville  
Registration opens at 1:00 pm  
Afternoon Break Provided  
Full Day Workshop  
9:00 am – 4:30 pm  
Breakfast Buffet Included |
| NOV 20, 2013| Wednesday                   | Governing Board Effectiveness                                                | Gerald Gabris, Ph.D., Professor, Division of Public Administration, Northern Illinois University | 2. Policy Facilitation |  
- Become knowledgeable about a conceptual model for evaluating and diagnosing governing board effectiveness  
- Discuss case studies of highly functional and effective and highly dysfunctional governing boards  
- Gain familiarity with tools for improving and sustaining the effectiveness of governing boards | This workshop uses original research, case studies, and group discussion to focus on the behavior of governing boards and what we know about them. What behaviors are dysfunctional and which are beneficial? Participants will explore and learn strategies for developing and sustaining better partnerships between executive staff and board officials. | NIU Naperville  
Registration opens at 8:30 am  
Hour break for lunch on your own  
Half Day Workshop  
1:30 am – 4:30 pm  
Afternoon Break Provided |

*NEW*
Leadership Lessons: Trying Times Demand Sound Leadership

Presented by Craig Rapp, M.A., President, Craig Rapp, LLC and Senior Associate, NIU Center for Governmental Studies.

Addresses ICMA Practice Areas
1. Staff Effectiveness

Objectives
» Learn the difference between leadership and management
» Develop an understanding of the wide variety of leadership approaches in use today
» Gain insight into your own leadership style

Description
Mr. Rapp’s calm and cool presentation of information was easy to follow and his own experiences were informative and instructive.

Competitive Bidding: From Proposal to Delivery of Services

Presented by James G. Wargo and Jacob H. Karaca, Klein, Thorpe & Jenkins, Ltd.

Addresses ICMA Practice Areas
2. Policy Facilitation
3. Functional and Operational Expertise

Objectives
» Gain an understanding of the requirements for awarding construction and professional services contracts for public improvement projects
» Understand the basic requirements of competitive bidding
» Understand the request for proposal process
» Learn about the statutory requirements associated with public construction projects

Description
Municipal officials spend a significant amount of time planning and implementing various capital improvement projects ranging from the construction of new buildings to extending and/or maintaining sanitary or sewer lines. While capital improvement projects vary in scope and size, all require the municipality to retain an engineer or architect to design the project and a contractor to construct it. This workshop will navigate public officials through the requirements for awarding professional service contracts and construction contracts, including an explanation of the differences between the competitive bidding process and the request for proposal process. The concepts of awarding the work to the “lowest responsible bidder” and what criteria a public body may utilize in making such determination will be discussed. The workshop will also explain the various issues associated with public construction projects, including bidding disputes, prevailing wages, performance, and payment bonds, public liens and various other statutory requirements.

This workshop is one of the two required for the CLA Certificate

Mr. Rapp’s calm and cool presentation of information was easy to follow and his own experiences were informative and instructive.

(This event is also offered on March 11, 2014 at NIU Naperville.)
Social Media - Connecting Government and Constituents
Presented by Alicia Schatteman, PhD, Division of Public Administration, Northern Illinois University

Addresses ICMA Practice Areas
4. Citizen Service
7. Technological Literacy
8. Democratic Advocacy and Citizen Participation

Objectives
» To identify the demographics of social media users
» To leverage the benefits of social media to reach and service citizens
» To use social media to engage with citizens through active listening
» To measure and analyze the outcomes of social media efforts

Description
Technology is constantly changing, and with it, new opportunities for government to connect with constituents. We have more choices than ever including limitless possibilities of social networking. Find out more about who is online, how they are connecting, and why. We will discuss the costs and benefits of crowdsourcing, how to build a networked culture, and the tensions between efficiency and privacy. Find out how mobile technology is revolutionizing access to information and tools that governments can consider to build connections with citizens. Finally, we will discuss the importance of measuring and analyzing your social media efforts.

(This event is also offered on January 9, 2014 at NIU Rockford.)
Economic Development as an Ecosystem of Collaboration

Presented by Keenan Grenell, Ph.D., President/CEO, Grenell Group, LLC

Addresses ICMA Practice Areas
3. Functional and Operational Expertise
6. Planning & Initiative, Risk Taking, Vision, Creativity, and Innovation

Objectives
» Learn what an economic development ecosystem is and its characteristics and structure
» Gain an understanding of how economic development ecosystems support wealth, new business ventures, and job creation
» Become familiar with resources that enable economic development ecosystems to transform communities and showcase economic resilience
» Discuss case studies of successful economic development ecosystems around the globe, especially the practices that promote economic prosperity

Description
This workshop will provide participants with an in-depth understanding of how well-defined economic development ecosystems are at the very center of job, new venture, and wealth creation in market economies. A particular focus will be on how to establish a business environment that fosters the success of private enterprise and leads to communitywide-shared prosperity. The workshop addresses four important economic development issues: rethinking institutional alliances for new economic development outcomes, staying competitive and collaborative around a shared vision, cultivating new visionaries to lead the way, and implementing strategies that lead to new venture creation, wealth creation and job creation.

(This event is also offered on September 17, 2013 at NIU Naperville.)

Understanding Zoning and Code Enforcement: What You Need to Know

Presented by Jacob H. Karaca, Gregory T. Smith, Kathie T. Henn, & Michael A. Marrs, Klein, Thorpe & Jenkins, Ltd.

Addresses ICMA Practice Areas
2. Policy Facilitation
3. Functional and Operational Expertise and Planning

Objectives
» Understand the basic provisions of Illinois Land Use law as it pertains to variations, special use, planned developments, and other zoning change requests to municipalities
» Understand the importance of due process and creating a record in these zoning proceedings
» Gain familiarity with circuit court review of municipal zoning decisions
» Learn about the statutory requirements associated with code enforcement
» Acquire practical advice on code enforcement issues from experienced prosecutors
» Gain an understanding of the requirements for administrative adjudication programs

Description
Land use law in Illinois can be a byzantine experience, both for the municipality and the property owner or developer. This workshop will review common scenarios and the basic frameworks for creating workable municipal land use ordinances, holding hearings at the municipal level, and creating findings and a record for potential future legal challenges to municipal findings. Participants will learn best practices for addressing code enforcement issues and the role of municipal inspectors, police, and prosecutors. Topics include: how to handle a building code or property maintenance code violation; use of an administrative adjudication program; and specific code violations such as underage drinking, animal control issues and red light camera violations. We will also discuss the difficulties in remedying code violations that exist on properties that have pending foreclosure actions filed as well as some suggested courses of action for such properties.
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Workshop Title</th>
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</thead>
<tbody>
<tr>
<td>August 22, 2013</td>
<td>Thursday</td>
<td>Understanding your Government’s Finances and Financial Position</td>
</tr>
<tr>
<td>August 27, 2013</td>
<td>Tuesday</td>
<td>Achieving Fiscal Health and Wellness through Priority Based Budgeting</td>
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<td>Governance Roles, Responsibilities, Structure</td>
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<td>Thursday</td>
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<td>Tuesday</td>
<td>Economic Development as an Ecosystem of Collaboration</td>
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<td>October 02, 2013</td>
<td>Wednesday</td>
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<td>October 08, 2013</td>
<td>Tuesday</td>
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<td>Tuesday</td>
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<td>Wednesday</td>
<td>Land Use, Economic Development, and Zoning</td>
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<td>Thursday</td>
<td>Practical Applications of Excel and Access for Local Government Users</td>
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<td>November 5, 2013</td>
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<td>Communicating in Crisis</td>
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<td>Tuesday</td>
<td>Employment and Labor Relations</td>
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<td>November 7, 2013</td>
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<td>What You Don’t Know About Your Housing Stock Could Cost You</td>
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<td>Competitive Bidding: From Proposal to Delivery of Services</td>
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<td>Leadership Lessons: Trying Times Demand Sound Leadership</td>
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<td>Data for Decision Makers</td>
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<td>Thursday</td>
<td>Understanding your Government’s Finances and Financial Position</td>
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Calculate Total Cost by number of each workshop:  

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<td>☐ Half-day Workshops</td>
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<td>☐ Evening Workshops</td>
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Attendee Grand Total: $

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Cardholder’s Signature

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Fax Your Registration (credit cards only) to: 815-753-6900

Make check payable to NIU and mail along with this registration form to: Outreach Services, Registration Office  
Northern Illinois University, DeKalb, IL 60115
FEB 11, 2014

Labor and Management Relations
Presented by Thomas M. Melody, Esq., Partner; and Jason A. Guisinger, Esq., Associate, Klein, Thorpe & Jenkins, Ltd.

Addresses ICMA Practice Areas
2. Policy Facilitation
12. Human Resources Management

Objectives
» Understand the basics of negotiating public sector collective bargaining agreements
» Gain insights into union positions and perspectives
» Learn about various collective bargaining strategies

Description
Fraught with legal and human resource conundrums, labor and management relations can be a difficult area to navigate. Learn negotiation fundamentals as workshop leaders describe and analyze the statutory framework for public sector collective bargaining, unfair labor practices and procedures, and grievance arbitration. Whether you are involved at the bargaining table with unions (police, fire, or outside contractors), or hiring a new city manager, changing laws and regulations complicate the already challenging environment of government relations. Discuss the issues frequently arising in public sector collective bargaining and review real-life examples of the difficult issues and decisions that require skillful negotiation by public officials to reach a win-win outcome. Presenters will introduce a new concept gaining a foothold in public sector contract and employment negotiations called skill-based pay.

MAR 11, 2014

Leadership Lessons: Trying Times Demand Sound Leadership
Presented by Craig Rapp, M.A., President, Craig Rapp, LLC and Senior Associate, NIU Center for Governmental Studies.

Addresses ICMA Practice Areas
1. Staff Effectiveness

Objectives
» Learn the difference between leadership and management
» Develop an understanding of the wide variety of leadership approaches in use today
» Gain insight into your own leadership style

Description
This workshop is an active exploration of the “art and science” of leadership. Participants will study various leadership styles as well as the broad spectrum of tools, techniques, and theories available for leading an organization. The workshop is interactive and uses video, written case studies, simulations, and discussion to explore current issues, authors, and developments in leadership theory and practice. Participants will leave the session energized and with new insights on how they act and serve as leaders. Administrative leaders, elected officials, volunteer board members, and supervisors will all benefit from this course. This workshop is one of two core sessions required to earn a Civic Leadership Academy certificate.

This event is also offered in December 2013 in Lake County. Exact Date and Location TBD.
Strategic Planning

Presented by Gloria Simon, Ph.D.

Addresses ICMA Practice Areas
5. Performance Measurement/Management and Quality Assurance
13. Strategic Planning

Objectives
» Understand and be able to identify the context in which strategic planning is feasible and appropriate
» Apply the steps of the strategic planning process to their particular organization
» Establish the importance of performance measures in determining plan effectiveness
» Evaluate their organization in terms of readiness for strategic planning
» Create a template and strategies for developing a strategic plan

Description
This workshop will help participants to determine whether strategic planning is a feasible and appropriate option for their organization and lead them through the process of creating a plan, from goals and objectives through implementation and evaluation. Class exercises will help participants create a template for a strategic plan and outline the strategies for making it a reality in their organization.

(This event is also offered on April 17, 2014 at NIU Rockford.)

Cross-Sector Partnerships

Presented by Gloria Simon, Ph.D.

Addresses ICMA Practice Areas
2. Policy Facilitation
5. Performance Measurement/Management and Quality Assurance
8. Democratic Advocacy and Citizen Participation

Objectives
» Be able to identify the context in which cross-sector partnerships are appropriate and helpful to organizational functioning
» Understand why such a partnership should happen, who should be involved, where implementation should occur, and who should be held accountable
» Learn how to establish and navigate the legal, formal, and informal arrangements of such partnerships
» Recognize the importance of performance measures in determining effectiveness of cross-sector partnerships
» Evaluate their organization in terms of readiness for cross-sector partnerships

Description
This course will help participants understand the variations in cross-sector partnerships and how to evaluate the extent to which they are currently being used by their current organization. They will also examine when and why it is (or is not) an appropriate strategy and evaluate the costs and benefits of such relationships, including the formal and informal arrangements that should be made before implementation. Class exercises will help the participant to identify when such an arrangement should occur, who should participate, where they will be implemented, and how to evaluate them.

(This event is also offered on April 1, 2014 at NIU Naperville.)
APR 01, 2014

NIU Naperville
Registration opens at 8:30 am
Hour break for lunch on your own

Tuesday
Full Day Workshop
9:00 am – 3:30 pm
Breakfast Buffet Included

Cross-Sector Partnerships
Presented by Gloria Simon, Ph.D.

Addresses ICMA Practice Areas
2. Policy Facilitation
5. Performance Measurement/Management and Quality Assurance
8. Democratic Advocacy and Citizen Participation

Objectives
- Be able to identify the context in which cross-sector partnerships are appropriate and helpful to organizational functioning
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(This event is also offered on March 25, 2014 at NIU Rockford.)

APR 15, 2014

NIU Naperville
Registration opens at 8:30 am

Tuesday
Half Day Workshop
9:00 am – 12:00 pm
Breakfast Buffet Included

Communicating in Crisis
Presented by Melanie Magara, Special Assistant to the Vice President, Division of Outreach, Engagement, and Information Technologies, Northern Illinois University and Samantha Brunell, Center for Governmental Studies, Northern Illinois University.

Addresses ICMA Practice Areas
15. Presentation Skills
16. Media Relations

Objectives
- Learn how to identify different types of crises and the specific challenges they present
- Understand how to develop and implement a crisis communications plan
- Know what it takes to be an effective spokesperson for your organization

Description
Institutional reputations take years to build – and can be undone in minutes if leaders are not prepared to manage crises. This workshop uses real-world examples to explore best practices in crisis communications. Learn how to quickly assess the scope of a crisis and develop messages that can be delivered within an hour or less; how to identify your various audiences and keep each informed at a level that meets expectations; and use communications to help restore order and confidence in your institution.
(This event is also offered on October 22, 2013 in Lake County and on November 5, 2013 at NIU Rockford.)
LeadershipAdvancing Civic Leadership

Thursday  

NIU Rockford
Registration opens at 8:30 am  
 Hour break for lunch on your own

Strategic Planning  
Presented by Gloria Simon, Ph.D.

Addresses ICMA Practice Areas  
5. Performance Measurement/Management and Quality Assurance   
13. Strategic Planning

Objectives  
» Understand and be able to identify the context in which strategic planning is feasible and appropriate   
» Apply the steps of the strategic planning process to their particular organization   
» Establish the importance of performance measures in determining plan effectiveness   
» Evaluate their organization in terms of readiness for strategic planning   
» Create a template and strategies for developing a strategic plan

Description  
This workshop will help participants to determine whether strategic planning is a feasible and appropriate option for their organization and lead them through the process of creating a plan, from goals and objectives through implementation and evaluation. Class exercises will help participants create a template for a strategic plan and outline the strategies for making it a reality in their organization. 
(This event is also offered on March 13, 2014 at NIU Naperville.)

Thursday  

Data for Decision Makers  
Presented by Sherrie Taylor, MPA, Center for Governmental Studies, NIU, Research Associate/Demographer

Addresses ICMA Practice Areas  
7. Technological Literacy

Objectives  
» Learn new skills using various online tools to assist in decision-making processes   
» Gain an understanding of the limitations of public data sources

Description  
Government leaders and decision-makers are pressured to make “evidence-based” decisions, but what does that mean? With seemingly endless sources of data available and limitless interpretations, how do we know which data sources to trust and how to use their information? This workshop focuses on a few essential online resources that provide reliable data for important public policy issues affecting your communities, such as the US Census Bureau, the Illinois Department of Employment Security, and the Illinois School Board of Education. Participants will receive hands-on guidance in accessing useful websites and applying simple tools to retrieve and display basic data. They also will receive an easy-to-understand reference manual to help them replicate what they learned back in their office.

I’ve been working with Census data for 15 years and learned more through this half-day session than any previously accumulated learning.
GRANT WRITING
Presented by Gloria Simon, Ph.D.
Addresses ICMA Practice Areas
11. Financial Analysis
15. Presentation Skills
Objectives
» Understand the benefits and challenges of external funding and the role that internal and external grants play in meeting fiscal needs
» Identify the range of grant opportunities for their current organizations
» Identify the relevant information needed in a data file
» Learn how to use information from the data file for grant applications
» Apply the decision-making process for how (or not) to apply for grant opportunities

DESCRIPTION
This workshop will help participants identify the range of grant opportunities available to them in their current organizations, as well as the benefits and challenges of getting funding from external sources. Participants will also learn about keeping a "data file" which will help them to complete grant applications on relatively short notice when they become available. Class exercises will help them to start the process of identifying grants and setting up a data file.
(This event is also offered on October 8, 2013 at NIU Naperville.)

Mr. Caputo was extremely knowledgeable about the topic. I especially like the fact that the class was taught by a professional in the field versus a professor. He had a great personality and made the topic more interesting than if the presenter would have been dry or a typical bean counter.
Advancing Civic Leadership

MAY 22, 2014

Thursday

Full Day Workshop
9:00 am – 3:30 pm

Breakfast Buffet Included

NIU Naperville
Registration opens at 8:30 am
Hour break for lunch on your own

New Civics and the Impact of Globalization

Presented by Greg Kuhn, Sikich

Addresses ICMA Practice Areas

9. Diversity
13. Strategic Planning

Objectives

» Understand the reach and impact of globalization: what it is and how it affects local communities, policy choices, and dynamics

» Examine specific demographic, economic, and development trends in northern Illinois that are associated with globalization

» Learn about strategies being used by civic leaders to position their communities for success in an increasingly competitive and connected world

Description

The purpose of the workshop is to explore the impact of globalization in our communities and region. Participants will be able to understand the demographic, development, and economic factors that will determine the competitive advantage of local places in an increasingly global world. Vertical and horizontal global networks and current trends affecting our region will be reviewed, including the region’s role in the global economy. Participants will discuss strategies to cope with the challenges and maximize the opportunities of increased competition and interconnectivity in the global economy that impact communities, local government, the region, and state.

Instructor(s) are willing to tailor presentation to attendees’ needs—hear different professions and viewpoints.
Earn the CLA Certificate of Achievement

With the addition of 14 new workshop opportunities, and 33 total events to choose from, obtaining your CLA Certificate of Achievement can be fulfilled in one year! Completion is dependent upon attendance at two required workshops:

- **New Civics and the Impact of Globalization** - Offered May 2014 at NIU Naperville
- **Leadership Lessons: Trying Times Demand Sound Leadership** - Offered in December, 2013 in Lake County, and in March 2014, at NIU Naperville

Participants must complete these two required workshops, along with two or more full day workshops, or combination of half-day, evening, and full day workshops to attain certification. If selecting to attend the new evening workshops, a series of three evening workshops is considered equivalent to a full day workshop for certification purposes.

Individuals have up to three years to complete the series of workshops, and will be award the Certificate of Achievement once all requirements have been fulfilled.

Professional Continuing Education

You are eligible to receive continuing education credit for participation in the program. Continuing education contact hours are based on the number of instructional hours (.5) for a full-day workshop and (.2) for a half-day workshop. CEU’s are converted to tenths.

Schedule

All events (full-day and half-day) will begin at 9:00 AM and end at 3:30 PM on the date shown. Exceptions to this are the following:

- Events scheduled to take place in Lake County will begin at 8:00 AM.
- The workshop entitled *What You don’t Know About Your Housing Stock Could Cost You* will begin at 1:30 PM on August 29, 2013 in Naperville and November 7, 2013 in Rockford.

Participants may sign up for as many workshops as interest them and may start at any time during the year.

Continental breakfast is provided for full-day workshops and on morning half-day workshops. Participants will have an hour lunch break on full workshop days.

Locations

Workshops will be held at one of three locations as indicated in their descriptions:

- NIU Naperville, 1120 East Diehl Road, Naperville.
- NIU Rockford, 8500 East State Street, Rockford
- Lake County - Events are held at the Village of Lake Zurich Police Department
  200 Mohawk Trail
  Lake Zurich IL 60047,
  unless noted otherwise.

Registration

Participants may register for one workshop at a time or for multiple workshops.

The cost of one full-day workshop is $119.

One half-day workshop is $89.

Evening workshops are $49.

Registration: 800.345.9472
Fax: 815.753.6900

Cancellation Policy

Refunds are available provided written notice is given with at least a five business day notice. To cancel, please e-mail OutreachRegistration@niu.edu or send a fax to 815.753.6900.

Questions?

Tracy Rogers
trlrogers@niu.edu | 815.753.2090

Register Online

[www.cgs.niu.edu](http://www.cgs.niu.edu)
James Bartley, JD, has more than 25 years of experience practicing in all areas of public employment, school, and municipal law. He has advised and represented clients in numerous employment law matters, negotiated in excess of 200 collective bargaining agreements for school districts and municipalities, and handled many arbitrations and employment-related disputes before the Illinois Department of Human Rights, the Illinois Labor Relations Board, the EEOC, and in state and federal court. He is a member of the Illinois Council of School Attorneys having chaired and served on its executive committee for many years. He has been admitted to the bars of the State of Illinois, the State of Nevada, and the Federal District Courts for the Southern District of Nevada and the Northern District of Illinois including the trial bar. He is presently a member of the Illinois, Nevada, American, and Chicago Bar Associations. He earned a BA from Loyola University and was awarded a graduate assistantship in Latin American Studies and earned a JD with high distinction from John Marshall Law School. He was the winner of a graduate law school scholarship for obtaining the highest class rank for the entire course of studies.

Samantha Brunell is a graduate of Northern Illinois University’s (NIU’s) nationally ranked Master of Public Administration program where she earned her specialization in Public Management and Leadership. She has worked as a research associate specializing in communications and public information for NIU’s Center for Governmental Studies since February 2013. While working on her MPA, Samantha served as a communications/administrative intern for the City of Rockford’s Office of the Mayor, where she worked closely on projects with the city administrator and human resources director as well as gained primary responsibility for the City’s public information functions. Samantha earned her BA in broadcast journalism from NIU in December 2010.

Brian W. Caputo became the Chief Financial Officer/City Treasurer for the City of Aurora in 1998. Previously, he held the positions of Director of Finance/Treasurer for the Village of Mount Prospect and Assistant Finance Director for the Villages of LaGrange and Hoffman Estates. Brian also worked as an auditor with Price Waterhouse in Chicago. He is a Certified Public Accountant and a Certified Public Finance Officer. In 2004, Brian retired from the United States Army Reserve as a Lieutenant Colonel. During his more than 22 years of active and reserve military service, Brian specialized in financial and human resources management. He earned a BS from the United States Military Academy, an MS in Accountancy from DePaul University, and an MPA from Northern Illinois University. He is a PhD candidate in Political Science at NIU. His fields of study are Public Administration, Public Policy, and Government Finance.

Kelley J. Chrise, MPA, is a Research Associate with NIU’s Center for Governmental Studies (CGS) specializing in housing and neighborhood studies. She has more than eight years of experience in nearly all aspects of community development, including planning, zoning, building design, historic preservation, code enforcement, building permits and inspections. Prior to joining CGS, Kelley served as a Housing Research Analyst with the Housing Authority of the County of DeKalb, Coordinator for the DeKalb County Continuum of Care through the City of DeKalb, and Planner with the Village of Plainfield. Her experience conducting comprehensive needs analyses included affordable housing, social services, healthcare, and workforce development and has underscored the impact of housing on various aspects of a community. Kelley has a Bachelor of Science in Architectural Studies from the University of Illinois at Urbana-Champaign and a Master of Public Administration from Northern Illinois University.

Christopher Fabian co-founded the Center for Priority Based Budgeting, an incubator project with the National Environmental Health Association (NEHA) located in Denver, CO. During his career, Chris has provided consulting and advisory services to numerous local governments across the country. His consulting experience has focused on public entities at all levels and advising top municipal managers, department heads and program directors from over 60 organizations concerning the fundamental business issues of local government. Of most significance, his work has centered on the budget process as a lever to produce results, accountability and change; performance and outcome-based management; purpose, productivity, and efficiency in operations; and rigorous financial analysis and strategy. Pursing the objectives of “Budgeting for Outcomes” (BFO), Chris was a partner of the consulting team that implemented...
Jennifer L. Groce is a Research Associate at NIU’s Center for Governmental Studies specializing in housing and neighborhood study efforts. She has over 10 years of experience in community and economic development including housing, downtown revitalization, public/private project management, community planning, regional development, and business development. Jennifer has received awards and recognition at the local and state levels for her work in community revitalization. Most recently, Jennifer was the project manager for the DeKalb Housing Information Project that included intensive data collection and analysis to provide a comprehensive inventory of housing variables, development of a housing database, exterior condition analysis, over and under supply analysis, and university community comparison. Jennifer has a Bachelor of Science in Political Science from NIU and a Graduate Certificate of Regional Community and Economic Development from NIU.

Gerald Gabris, PhD, is a Professor at NIU in the Division of Public Administration. Jerry completed a five-year term (2004-2009) as Director of NIU’s nationally-ranked Public Administration Program and holds the title of Distinguished Teaching Professor at NIU. He is a specialist in organizational development, personnel management, leadership, and governing board dynamics. A nationally recognized expert in organizational behavior, Jerry has published over 60 articles and book chapters in human resources management and organizational behavior, and he is the past managing editor of Public Administration Review, his field’s leading academic journal. Jerry earned an AB, an MA, and a PhD in 1977 from the University of Missouri-Columbia.

Keenan D. Grenell, PhD, is President and CEO of the Grenell Group, LLC. Dr. Grenell is responsible for leading the development and execution of the company’s vision and strategies, communicating externally on behalf of the company, and ensuring that GCG brings superior value to all of its clients in terms of quality, price, service, and innovation. His areas of expertise include diversity leadership, community and economic development corporation planning, light manufacturing planning, regional and statewide entrepreneurship/wealth creation ecosystems strategies and economic development education.

Jennifer L. Groce is a Research Associate at NIU’s Center for Governmental Studies specializing in housing and neighborhood study efforts. She has over 10 years of experience in community and economic development including housing, downtown revitalization, public/private project management, community planning, regional development, and business development. Jennifer has received awards and recognition at the local and state levels for her work in community revitalization. Most recently, Jennifer was the project manager for the DeKalb Housing Information Project that included intensive data collection and analysis to provide a comprehensive inventory of housing variables, development of a housing database, exterior condition analysis, over and under supply analysis, and university community comparison. Jennifer has a Bachelor of Science in Political Science from NIU and a Graduate Certificate of Regional Community and Economic Development from NIU.

Jason Guisinger, JD, is an Associate in the firm of Klein, Thorpe & Jenkins, Ltd., in Chicago and focuses on all areas of municipal law. Prior to that he practiced with a municipal law firm in South Holland where his concentration was in litigation, municipal law, and zoning. He earned a BA from the University of Illinois, Champaign-Urbana with honors in Political Science. He then graduated from Michigan State University College of Law, with honors. While at MSU College of Law, he served as Articles Editor for the Journal of Business and Securities Law. He has been licensed to practice law in Illinois since 2005.

Kathleen T. Henn graduated from the University of Notre Dame with a Bachelor of Arts degree Cum Laude in English. She then graduated from Loyola University of Chicago School of Law, Cum Laude. She concentrates in the areas of municipal law, school law, library law and litigation. She currently serves as a prosecutor for several municipalities in the Chicago area and has prosecuted in the circuit court and in administrative adjudication systems. Ms. Henn was a regular contributor to Illinois Libraries and is a frequent speaker on various topics including the Open Meetings Act, Freedom of Information Act and use of email by public bodies and public officials. She is a co-author of the chapter entitled “The No Child Left Behind Act” published by the Illinois Institute for Continuing Legal Education. Prior to joining Klein, Thorpe and Jenkins, Ltd., Ms. Henn worked as a staff attorney for the Illinois Department of Human Rights. She is licensed to practice in the State of Illinois and the United States District Court for the Northern District of Illinois. Ms. Henn is a member of the Chicago Bar Association and the Illinois State Bar Association.

Jon Johnson is co-founder of the Center for Priority Based Budgeting, a non-profit Denver-based organization whose mission is to help local governments achieve fiscal health and wellness during these challenging economic times. Jon has more than 25 years of experience as a practitioner in financial administration for municipalities, counties, school districts, and public universities. Throughout his career as a finance/budget director, he has been responsible for the management of all aspects of local government finance operations for both...
small and large organizations. Most recently, Jon served as the Director of Budget and Management Analysis for Jefferson County, Colorado. Before that, he was Assistant Director of Finance for Douglas County, Colorado. Prior to moving to Colorado in 2002, Jon served as the Director of Finance for several municipalities in Missouri, including Blue Springs and Joplin and the City of Kansas City (MO) Aviation Department. He has also been associated with ICMA as a Senior Management Advisor and with GFOA as a regional trainer and workshop presenter. He served twice on the board of directors for the Missouri Government Finance Officers Association (GFOA-MO) and was active in its Central and Kansas City chapters. Jon holds a B.A. in political science and a B.S. in accounting from Missouri Southern State University, as well as a master’s degree in College Administration from Pittsburg (KS) State University.

Jacob Karaca, JD, is a Partner in the Chicago-based firm of Klein, Thorpe & Jenkins, Ltd., where he specializes in litigation for municipalities, school districts, family law clients, and other private entities. He also advises clients regarding a wide range of municipal issues, including zoning, land use, planned unit developments, annexation, municipal financing and taxing, and tax increment financing. He earned a BA from the University of Chicago with honors in Romance Languages and Literature. He then graduated with honors from Chicago-Kent College of Law where he received a certificate in Litigation and Alternate Dispute Resolution. While at Chicago-Kent, he served as a board member for the Moot Court Honor Society and received an award for the highest grades in Trial Advocacy and Antitrust.

Paul Keller specializes in economic development, tax increment financing (TIF), land use and zoning, eminent domain and general municipal corporate law. He has represented many municipalities in general corporate matters, establishing TIF districts, negotiating and drafting redevelopment agreements, eminent domain litigation, annexation, establishing special service areas, and other land use issues. He has been lead counsel in litigation relating to zoning and land use, construction, annexation, eminent domain, police powers, employment, taxation and many other municipal matters, and has represented government agencies in the Illinois Supreme Court and the United States Supreme Court. Paul has led the creation of TIF districts in Lisle, Flanagan, Bellwood, Glen Ellyn, Harwood Heights, Lyons, Oak Forest, South Elgin, Waukegan, and other municipalities, and negotiated economic development agreements for TIF projects in those and many other communities. Paul is Village Attorney for Hillcrest and is Special Counsel to a number of other local governments. Paul served as City Attorney for Park Ridge for 20 years prior to joining Ancel Glink.

Gregory T. Kuhn, PhD, is Director of Local Government Management Services at Sikich, LLP. Prior to that, he was an Assistant Director with the Center for Governmental Studies at NIU. He has over 28 years of combined experience in government administration, consulting, and academia. Greg specializes in organizational studies, strategic planning, leadership, budgeting, and public policy formulation. He serves as a lecturer/adjunct faculty member in NIU’s Division of Public Administration and NorthWestern University’s Graduate Program in Public Policy and Public Administration. He earned a Bachelor’s degree from Marquette University and a Master’s in Public Administration and PhD in Public Administration and Political Science from NIU.

Melanie Magara is an award-winning public relations professional with more than 25 years’ experience in strategic communications management, public relations, branding, marketing communications, media relations, crisis communications, issues management, and executive communications in both public and private sectors. In 2008, she directed communications following a tragic shooting on the NIU campus – an effort for which she and her staff received the nation’s top PR award from the Public Relations Society of America. Prior to her time at NIU, Melanie served in a similar position at her alma mater, the University of Illinois at Urbana-Champaign, and at Carle Foundation Hospital and Clinic in Urbana. She is a frequent conference speaker and workshop presenter and has been featured in numerous professional journals and magazines, as well as in the popular textbook Values-Driven Public Relations (Guth and Marsh, University of Kansas, 2011).

Michael Marrs graduated from Indiana University, Bloomington with a B.S. in Business. He is a 1994 graduate of the DePaul College of Law, where he was an editor of the DePaul University Law Review. Upon graduating law school, Mr. Marrs worked as an attorney on the staff of the Illinois Senate Minority Leader, where, among other things, he staffed the civil judicial committee and wrote and analyzed substantive legislation. He later served for several years as a judicial law clerk for the Honorable Margaret Stanton McBride of the Illinois Appellate Court, First District.
Mr. Marrs’ legal practice is concentrated on the general counseling of municipalities. In that capacity, Michael works closely with several municipalities in Cook and the Collar Counties, acting as Village Attorney, Assistant Village Attorney, Plan Commission/Zoning Board of Appeals Attorney, and/or Village Prosecutor. Mr. Marrs is a member of the Illinois State Bar Association and Chicago Bar Association, is a member of the Board of Directors of the Illinois Local Government Lawyers Association and serves as the chair of that group’s Municipal Prosecutors Group.

Robert McCabe began his career as a police officer in South Florida. He left law enforcement in 1990 to finish his education. Bob began his legal career as a prosecutor in Florida where he was a lead trial attorney at the Hillsborough County State’s Attorney’s Office in Tampa. He then went on to practice at the Florida Attorney General’s Office in the eminent domain section. After leaving the Attorney General’s Office, Bob began practicing labor and employment law, concentrating his practice in public sector labor and employment matters. He regularly negotiates disciplinary matters, grievances, and arbitrations and handles employment litigation.

Thomas M. Melody is a Partner with the law firm of Klein, Thorpe & Jenkins, Ltd. Tom’s legal experience includes the general practice of municipal and school law, with a focus on labor and employment law. He has negotiated many collective bargaining agreements, and represents employers in all facets of labor and employment law, including contract administration and grievance arbitration, compliance with State and Federal labor law, and employment litigation in both State and Federal courts and administrative agencies. He is the Village Attorney for Tinley Park, Illinois. Tom is one of the authors of the Handbook on Practice and Procedure in Police and Fire Disciplinary Matters, published by the Illinois Municipal League, and has written numerous articles on labor law issues.

Kathie Novak is currently a Senior Advisor with the Center for Priority Based Budgeting, a non-profit located in Denver, Colorado. She has experience in the private, public, and not for profit sectors and is currently a part time lecturer for the Daniels College of Business at the University of Denver. Kathie has 19 years of elected public service, 11 as a member of the Northglenn City Council and an additional eight years as Mayor. During her time in public office, she served as President of the National League of Cities and held numerous other leadership positions. She consults in the areas of leadership development, management training, team building, and facilitation. She earned her Master of Science in Management from the University of Colorado at Denver and has an undergraduate degree in Business Administration from the University of Colorado at Boulder. Kathie has been teaching management at the graduate and undergraduate level since 1991.

Derke Price is an equity partner with Ancel, Glink, Diamond, Bush, DiCianni & Krafftsoer, P.C., Illinois’ oldest municipal law firm. Mr. Price is a 1988 graduate of Harvard Law School and actively represents units of local government, developers, and businesses as both corporate counsel and special counsel. He is or has served as corporate or special counsel for the Village of South Elgin, the Village of Bellwood, the Village of Beach Park, the City of Genesee, the City Monticello, the City of Charleston, and the City of Batavia, as well Winnebago and Grundy Counties. He concentrates his practice on matters of construction, land use, and zoning, and the siting of pollution control facilities (working exclusively for units of local government). He is a past Chairman of the Planning Commission for the City of Naperville and he has served as an Administrative Hearing Officer in numerous matters including most recently the landfill expansion proceedings in Winnebago County. His practice also includes business and regulatory matters; purchases and bidding; construction administration and finance; insurance; and grant funding issues.

Craig Rapp, MA, is a Senior Associate at the Center for Governmental Studies at NIU and President of Craig Rapp, LLC. He is a nationally recognized speaker, trainer, and local government consultant. Prior to entering private practice in November 2010, Craig worked for over 30 years as a senior executive in both the public and private sectors, recently completing four years with the International City-County Management Association as Director of Consulting Services. The focus of Craig’s practice is to help individuals and organizations “connect the purpose and the possibilities.” He works with organizations of all sizes on leadership development, strategic planning, and optimizing organizational performance. Craig speaks and conducts workshops throughout the United States on a wide range of subjects such as dealing with difficult political environments, effective governance, performance excellence, service sharing and optimization, lean thinking, authentic leadership, and living one’s true purpose. Craig holds an ICMA Credentialed Manager designation and completed the
Senior Executive Institute. He earned a BA in Urban Studies and an MA in Public Administration from Minnesota State University-Mankato.

Alicia Schatteman, PhD, is an Assistant Professor at NIU in the Division of Public Administration. She worked in the government and nonprofit sectors for 12 years, including four years as Executive Director of a community nonprofit. Before coming to NIU, she was Assistant Professor at John Jay College in New York and an instructor at Rutgers University and Kea University, both in New Jersey. Her research and teaching interests include nonprofit resource management, civic engagement, performance reporting, and information and communication technology. She earned a BSc from the University of Ottawa, an MA from Trent University, an MS from Syracuse University, and her PhD from Rutgers University.

Adam Simon focuses his practice on local government law, representing municipalities, park districts, and other special districts in a variety of areas, including commercial and land use litigation, zoning and economic development, public finance, real estate law, and telecommunications. Adam combines his experience in economic development and public finance to counsel municipalities on how to leverage public debt financing and private investment to create new public improvements and enhance economic development opportunities. He has helped organize a number of special service areas, business redevelopment districts, and tax increment financing (TIF) districts. Adam has also served as issuer’s counsel for the sale of general obligation, revenue, and alternate revenue bonds. With respect to general public finance, he counsels the firm’s clients on the preparation and calculation of the annual tax levy, preparation of the annual budget ordinance, and cooperates with independent financial advisors to create capital expenditure plans. Adam received his undergraduate degree in Engineering and Public Policy with minor concentrations in Environmental Sciences and Economics from Washington University in St. Louis. He received his Juris Doctor from the Georgetown University Law Center.

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Sherrie Taylor, MPA, is a Research Associate for CGS with primary responsibility for conducting demographic and
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James G. Wargo currently is an attorney in the firm of Klein, Thorpe & Jenkins, Ltd., in Chicago. He graduated from the University of Illinois at Urbana/Champaign with a Bachelor of Arts degree in Economics. He then graduated from the DePaul College of Law. While at DePaul, Mr. Wargo was the Article & Notes Editor of the DePaul Business Law Journal. He is a member of the Illinois Bar Association. At KTJ, Mr. Wargo concentrates in the areas of school law, municipal law, construction law and litigation.
Past CLA participants have found value and relevance in both the subject matter and content of case stories.

High praise for the professionalism of the presenters and timeliness of topics.

I most enjoyed Dr. Gabris’ strategic planning seminar as the information was practical and he was able to answer many questions that I had about the process.

It provided me with a frame of reference to determine the impact of globalization on my community.

The knowledge and presentation of the instructors has been very good. Have picked up some very useful and practical methods of approaching various issues.

The opportunity to share stories and experiences with other elected and appointed officials was invaluable.