

NEW OFFICER TRAINING
DECEMBER 2005
COMPENSATION BOARD AGENDA FOR
CONSTITUTIONAL OFFICERS

Tuesday, December 6th

<i>TIME</i>	<i>TOPIC</i>	<i>SPEAKER</i>
11:30 a.m. – Noon	Registration	
Noon – 1:00 p.m.	Lunch	
1:00 p.m. – 2:00 p.m.	Welcome and Introductions Compensation Board Functions & Duties	Walter J. Kucharski , Compensation Board Member and Auditor of Public Accounts Bruce Haynes , Executive Secretary Compensation Board
2:00 p.m. – 3:00 p.m.	Lawful Employment Practices	John Gibney Thompson & McMullan
3:00 p.m. – 3:15 p.m.	Break	
3:15 p.m. – 4:00 p.m.	Lawful Employment Practices	John Gibney
4:00 p.m. – 5:00 p.m.	Division of Risk Management	Ann Coble , Senior Claims Manager Division of Risk Management Department of the Treasury

Wednesday, December 7th

<i>TIME</i>	<i>TOPIC</i>	<i>SPEAKER</i>
7:30 a.m. – 8:30 a.m.	Breakfast	
8:30 a.m. – 9:30 a.m.	State and Compensation Board Budget Process	Charlotte Luck Senior Budget Analyst
9:30 a.m. – 10:45 a.m.	Locality Pay Plans & Budget Process	Sheriff Raleigh Isaacs President, Virginia Sheriffs Association Dan Sleeper , County Administrator Pittsylvania County
10:45 a.m. – 11:00 a.m.	Break	
11:00 a.m. – Noon	Freedom of Information	Alan Gernhardt , Staff Attorney FOI Advisory Council
Noon – 1:00 p.m.	Lunch	
1:00 p.m. – 2:00 p.m.	Media Relations	Larry Traylor Director of Communications Department of Corrections
2:00 p.m.– 2:15 p.m.	Break	
2:15 p.m. – 4:30 p.m.	Compensation Board Pay Plans Treasurers & Commissioners..... Commonwealth's Attorneys & Circuit Court Clerks.....	Compensation Board Staff Kari Bullock , Sr. Fiscal Technician Paige G. Curtis , Sr. Fiscal Technician Wade Jewell , Budget & Finance Mgr. Lisa Carson , Sr. Policy Analyst Kimberlee Goins , Sr. Fiscal Technician Rick Burkett , Sr. Fiscal Technician
4:30 p.m.	Adjourn	

NEW OFFICER TRAINING
DECEMBER 2005
COMMONWEALTH'S ATTORNEYS AGENDA

Thursday, December 8th

<i>TIME</i>	<i>TOPIC</i>	<i>SPEAKER</i>
7:30 a.m. – 8:30 a.m.	Breakfast	
8:30 a.m.- 9:15 a.m.	Virginia Association Of Commonwealth's Attorneys and Commonwealth's Attorneys' Services Council	Charles S. Sharp , Commonwealth's Attorney, Fredericksburg City
9:15 a.m.-9:45 a.m.	Department of Criminal Justice Services	Fran Ecker , Division Director of Programs and Services
9:45 a.m.- 10:15 a.m.	Department of Corrections	Walter Pulliam , Community Corrections Regional Director
10:15 a.m. - 10:30 a.m.	Judicial Inquiry and Review	Donald R. Curry , Commissioner Commission Counsel
10:30 a.m. - 10:45 a.m.	Break	
10:45 a.m. – 11:15 a.m.	Office of the Attorney General	Marla Decker , Deputy Attorney General
11:15 a.m. – 11:40 a.m.	Virginia State Police	Robert Tavenner, Captain
11:40 a.m. - Noon	Division of Forensic Science Council	Katya Newton Counsel for the Division of Forensic Science
Noon	Adjourn	

NEW OFFICER TRAINING
DECEMBER 2005
CIRCUIT COURT CLERK'S AGENDA

Thursday, December 8th

<i>TIME</i>	<i>TOPIC</i>	<i>SPEAKER</i>
7:30 a.m. – 9:00 a.m.	Breakfast	
9:00 a.m. – 9:30 a.m.	Opening and Welcome Budget Process	Linda Timmons , President Virginia Court Clerks Association, Orange County
9:30 a.m. – 10:30 a.m.	“What You Need To Know the First Thirty Days”	Tommy Moore , Clerk Botetourt County
10:30 a.m. – 10:45 a.m.	Break	
10:45 a.m. – 11:15 a.m.	Auditor of Public Accounts	Jim Shepard , Auditor Marsha Tedesco , Auditor
11:15 a.m. – 12:00 p.m.	Library of Virginia	Glen Smith , Circuit Court Grants Coordinator
Noon	Adjourn	

NEW OFFICER TRAINING
DECEMBER 2005
TREASURER'S AGENDA

Thursday, December 8, 2005

<i>TIME</i>	<i>TOPIC</i>	<i>SPEAKER</i>
7:30 a.m. – 8:30 a.m.	Breakfast	
8:30 a.m.-8:35 a.m.	Welcome & Introductions	Scott Miller , President Virginia Treasurer's Association Treasurer-Hanover County
8:35 a.m. – 8:45 a.m.	Foundation of the Office Collections & Disbursements	Scott Miller
8:45 a.m.- 9:15 a.m.	APA- State & Estimated Income	Angela Baxter , CPA, Chief Deputy Treasurer for Hanover County
9:15 a.m. – 9:45 a.m.	Treasurers' Primer	Kevin Appel , Treasurer, Arlington County
9:45 a.m. –10:00 a.m.	Roles & Responsibilities of the Treasurer	Scott Miller , Tara Thomas , Treasurer Virginia Treasurer's Association Treasurer-Gloucester County
10:00 a.m. – 10:15 a.m.	Break	
10:15 a.m. – 11: 00 a.m.	Roles & Responsibilities of the Treasurer	Scott Miller Tara Thomas
11:00 a.m.-11:45 a.m.	Delinquent Collections	Scott Miller Tara Thomas
11:45 a.m.-12:00 p.m.	General Wrap up & questions	Scott Miller
Noon	Adjourn	

NEW OFFICER TRAINING
DECEMBER 2005
COMMISSIONER'S AGENDA

Thursday, December 8th

<i>TIME</i>	<i>TOPIC</i>	<i>SPEAKER</i>
7:30 a.m. – 8:30 a.m.	Breakfast	
8:30 a.m. – 9:15 a.m.	Roles and Responsibilities of Commissioners	Ross D'urso , Commissioner Fauquier County President-Commissioners of the Revenue Association
9:15 a.m. – 10:00 a.m.	Lobbying 101	Page Johnson , Commissioner Fairfax City
10:00 a.m. – 10:15 a.m.	Break	
10:15 a.m. – 11:15 a.m.	BPOL/Meals/Lodging	Brenda Rickman , Commissioner Franklin City Charlie Crowson , VALECO
11:15 a.m. – 12:00 p.m.	Bus P/P & M/T	Jean Shrewsbury , Commissioner Augusta County John Lash , VALECO
12:00 p.m.– 12:30 p.m.	PPTRA	Mitch Nuckles , Commissioner Lynchburg City Scott Harris , Commissioner Hanover County Treasurer-Commissioners of the Revenue Association
12:30 p.m. – 1:00 p.m.	Career Development Program	Sharon McDonald , Commissioner Norfolk City Sally Pearson , Commissioner King William County Treasurer-Commissioners of the Revenue Association
1:00 p.m.	Adjourn	