

AGENDA ITEM # IX-B.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
OUT OF STATE TRAVEL AUTHORIZATION REQUEST**

Employee Name: Gary Zabriskie

Date: 05/27/2016

Pursuant to the Five County Association of Governments personnel policies and procedures, I am requesting authorization to travel out of state for the following purposes:

PURPOSE OF TRAVEL:

To attend the Western Planner conference in Great Falls Montana, August 10-12, 2016. Western Planner has organizational participation of 13 western states planning organizations. WPR hosts an annual conference with a different state associations holding the conference each year. The conference is an excellent opportunity for professional development and to network with other community & economic development directors, planners, planning commissioners, and local officials. Our Association has had a long-standing, constructive relationship with this association and I would like to attend this year's conference to continue that relationship with other CED Directors from the other western states.

PLEASE ATTACH SUPPORTING DOCUMENTATION

Estimated Travel Costs:

Surface Transportation		:	<u>\$524.40</u>
Lodging	<u>3</u> Nights @ <u>\$89.81</u>	:	<u>\$269.43</u>
Per Diem	<u>6</u> Days @ <u>\$45.00</u>	:	<u>\$270.00</u>
Registration Fees	<u>QTY 1</u>	:	<u>\$295.00</u>
Other Costs:		:	<u>\$60.00</u>

Explanation of other costs:

Other lodging 2x\$30.00 stay with Friends/Relatives in SLC on way and return = \$60.00 The conference agenda is not yet available, but because there will not be another Steering Committee before the conference this request is being made now. Also, for any meals provided at this conference I will not request per diem for those particular meals if included in the registration. The amount shown above for per diem would thus be reduced by those.

TOTAL ESTIMATED TRAVEL COSTS: : \$1,418.83

Source of travel funds: RPP Planner funding already budgeted for

Budget line item: 530-05-06

CFO Signature: *Aaron P. McLaughlin* Date: 5/31/16

DEPUTY OR EXECUTIVE DIRECTOR JUSTIFICATION OF TRAVEL REQUEST:

The Association has a longstanding relationship with the Western Planner Association. The networking relationships and best practices that are available at this western-states-focused planning conference will be of great benefit to the professional development of our Director of Community and Economic Development, and to betterment of the programs he manages here at the Association.

Deputy Director Signature: N/A Date: _____

Executive Director Signature: *[Signature]* Date: 31 May 2016

Steering Committee Chair Signature: _____ Date: _____

REGISTRATION FORM

2016 MONTANA ASSOCIATION OF PLANNERS & WESTERN PLANNER JOINT CONFERENCE

LANDSCAPES, LANDMARKS & LEADERSHIP

Great Falls, Montana: August 10 - 12, 2016

Contact Information

Please print clearly & use one form per registrant

Ms. Mr. Other _____
 First name: Gary
 Last name: Zabriskie
 Employer: Five County Association of Governments
 Title/Position: Director of Community & Econ. Dev.
 Address: 1070 W. 1600 South; Bldg. B
 City: St. George
 State: Utah Zip: 84770
 Phone: 435-673-3548 ext. 126
 Email: gzabriskie@fivecounty.utah.gov
 MAP member
 WP member

Registration Fees

Wildfire Training \$100
 Early bird registration (by June 17, 2016) \$295
 Late registration \$350
 Single day registration \$150

 Student: registration \$125
 Student: single day registration \$ 75

 Spouse/partner: full conference \$150
 Spouse/partner: reception only \$ 30

Payment Information

Invoice me
 Check enclosed (Make checks payable to MAP)
 Visa MasterCard
 Card No.: _____
 Expiration Date: _____
 Cardholder Name: _____
 Cardholder Phone: _____
 Billing Address: _____
 City: _____
 State: _____ Zip: _____
 (Signature): _____

Submit registration form and payment to

MT Association of Planners
 c/o Renee Lemon
 P.O. Box 263
 Helena, MT 59624

Questions Contact Galen Steffens at
 gsteffens@greatfallsmt.net or (406) 455-8429

Dietary restrictions or special accommodations
 required (please specify) _____



2016 Western Planner & Montana Association of Planners Conference

Join us in...

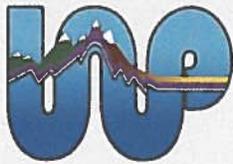


The Great Falls Department of Planning and Community Development, our community partners, and our sponsors invite you to join us along the banks of the Missouri.

AUGUST 10-12, 2016

Landscapes, Landmarks, & Leadership Opportunities

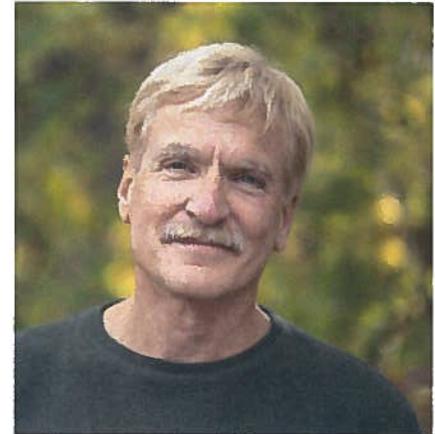
2016 WP/MAP CONFERENCE PARTNERS



KEYNOTE - GARY FERGUSON

Bestselling national author Gary Ferguson is set to give a lively keynote presentation celebrating how science, myth, psychology and cultural history shape our thoughts and experiences of the natural world.

Montana author Gary Ferguson will tie the elements of our conference theme together in a keynote speech. Beyond his literary accomplishments, Gary was deeply involved in the creation of the Beartooth Front Community Forum (BFCF) in Red Lodge, MT. The BFCF led the City of Red Lodge to develop its first master plan, which won Western Planning Resources' Sheldon Gerber Award for Excellence, and gave the community the confidence to oppose U.S. Postal Service plans to move the post office to the fringe of town. The Red Lodge Post Office remains downtown.



AWARD-WINNING AUTHOR
GARY FERGUSON

Ferguson has been a keynote speaker for a variety of national and international organizations, including the National Conservation Training Center, the Land Trust Alliance, the National Parks Conservation Association, and the Conservation Alliance. His lectures draw from thirty years researching - and more important still, experiencing - the marriage of ecology, cultural history, and psychology. He has lectured at universities around the country, including Washington University, St. Louis, where he served as the 2002 Seigel Scholar. He is also a member of the National Geographic Lecture Series. Gary has written for a variety of national publications, including *Vanity Fair* and the *Los Angeles Times*, and is the author of 23 books on nature and science.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
OUT OF STATE TRAVEL AUTHORIZATION REQUEST**

Employee Name: Carrie Sigler Date: 5/12/2016

Pursuant to the Five County Association of Governments personnel policies and procedures, I am requesting authorization to travel out of state for the following purposes:

PURPOSE OF TRAVEL:

National Association for Family Childcare Yearly Conference in San Diego. July 6-9, 2016. Training on Leadership, Mentoring, Coaching, Early Childhood Brain Development, and much more. Need to register by June 15th at the latest.

PLEASE ATTACH SUPPORTING DOCUMENTATION

Estimated Travel Costs:

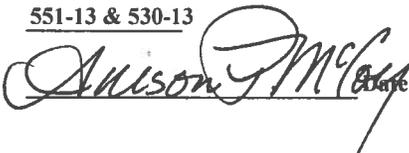
Airfare/Surface Transportation	:	<u>\$450.00</u>	150 gas, 300 ren
Lodging	<u>4</u> Nights @ <u>\$135.00</u>	:	<u>\$540.00</u>
Per Diem	<u>4</u> Days @ <u>\$36.00</u>	:	<u>\$144.00</u>
Registration Fees	<u>4</u> Days	:	<u>\$435.76</u>
Other Costs:	:		

Explanation of other costs:

TOTAL ESTIMATED TRAVEL COSTS: : \$1,569.76

Source of travel funds: Conferences/Workshops/Meetings and Travel

Budget line item: 551-13 & 530-13

CFO Signature:  Date: 5/31/16

DEPUTY OR EXECUTIVE DIRECTOR JUSTIFICATION OF TRAVEL REQUEST:

The state of Utah placed intergenerational poverty as a focus in Iron, Kane and Washington counties. Childcare services and development will be a key factor in assiting children to break the poverty cycle. This childcare conference will benefit Carrie Sigler as a new program director and benefit the Five County Childcare programs with best practices education.

Deputy Director Signature: N/A Date: _____

Executive Director Signature:  Date: 31 MAY 2016

Steering Committee Chair Signature: _____ Date: _____



FAMILY CHILD CARE
STRENGTHENS AMERICA
★ RED, WHITE & YOU ★

JULY 6-9, 2016

TOWN AND COUNTRY RESORT AND CONVENTION CENTER
SAN DIEGO, CALIFORNIA

NAFCC

National Association for Family Child Care
Your Home. Your Profession. Our Commitment.

IN-DEPTH SESSIONS

2 DAY SESSIONS ★ WED. - THUR. ★ JULY 6-7TH ★ 8AM - 5PM

TRAIN THE ACCREDITATION TRAINER

IT'S OFFICIAL-You can be official. This two-day training will certify professionals in the family child care field to offer NAFCC Accreditation training in their communities. This training will be facilitated by highly qualified experts in adult learning as well as early care and education.

You will:

- Discover strategies that motivate adults to take charge of their own learning
- Identify styles and characteristics you have to be an exceptional trainer
- Review necessary skills for teaching adults
- Examine the accreditation process
- Recognize the intent of the Quality Standards and the many right ways the standards can be met
- Learn to encourage trainees to make the necessary changes in their practice
- Be prepared to share the benefits of accreditation with providers, policy makers, funders and community members to support NAFCC Accreditation in your community

Upon successful completion of this training, you will become a Certified NAFCC Accreditation Trainer and will be allowed to advertise yourself as such. Take advantage of this opportunity to become an integral part of moving high quality family child care forward in your community. You must be a member of NAFCC to attend.

Presented by: NAFCC

NAFCC ACCREDITATION OBSERVER TRAINING

NAFCC Observers play an integral part in helping providers achieve this important professional development goal. Now is your chance to become an NAFCC Accreditation Observer! During this two-day (16 hour) training participants receive specific information about their roles as observers and NAFCC observation procedures. Observer training incorporates a variety of adult learning techniques and practicum. Potential observers will leave NAFCC Observation Training confident they have the knowledge, skills, and tools necessary to provide the accreditation commission with reliable observations. Attendance during the full two days is required.

Presented by: NAFCC

ADVOCACY TRAINING ★ WED. JULY 6TH ★ 8AM - 5PM

LEADERSHIP AND YOU - PAVING THE ROAD FOR FAMILY CHILD CARE

This session is for you: individual providers and association leaders; new leaders and seasoned advocates; and friends of family child care. There's a national conversation happening about child care - about you and your work. Be a part of it, and be a leader for family child care! There are many challenges, but there are also many opportunities to advance the profession of family child care. Learn the six steps to make a positive impact for the field, increase your confidence to use advocacy, and leave with your own advocacy plan for family child care and the children and families who are counting on you.

Presented by: Ken Jaffe, Founder and International Director of the International Child Resource Institute (ICRI)

MORNING SESSIONS ★ WED. JULY 6TH ★ 8AM - 12PM

DEALING WITH DIFFICULTIES: ENFORCING YOUR CONTRACT AND POLICIES

Your contract and policies may be clearly written, but sometimes parents don't follow all of your rules. This session will help you enforce both with the least amount of stress for you and the parents. This session will cover:

- How to establish consequences for parents who don't follow your rules
- How to negotiate changes in your contract and policies with parents
- When and how to end your contract
- How to collect from a parent: small claims court or a collection agency?

Presented by: Tom Copeland, J.D.

EMERGENCY PREPAREDNESS FOR FAMILY CHILD CARE PROGRAMS

With new federal guidelines for improving safety in child care settings, many states are strengthening their existing emergency

training of trainers (TOT) session, participants will learn about the newest emergency preparedness resources for child care programs, with a special focus on the family child care setting.

An in-depth look at best practices, through the use of templates and worksheets, will help participants learn how to support child care providers in developing and implementing a comprehensive emergency plan. Tools to help child care providers meet the unique needs of young children and their families in emergencies will be explored to increase safety and security when the next disaster strikes.

Child Care Resource & Referral staff and similar organizations will find this session helpful in understanding how to better serve child care providers in emergency preparedness, response, and recovery.

*Presented by: Erin Lauer,
Community Preparedness Manager - Save the Children*

*Andrew Roszak, Senior Director, Emergency Preparedness -
Child Care Aware of America*

*Holly Nett, Community Resilience Manager -
Child Care Aware of America*

Town and Country

RESORT & CONVENTION CENTER
SAN DIEGO • CALIFORNIA



- Discounted room rate: \$135.00 a night (plus tax)
- Waived hotel services fee (usually \$14 per day)
- Parking fee \$6 per day (reduced from \$18 per day)
- To make reservations over the phone please call: 1-800-772-8527
- Reservations must be canceled 48 hours prior to arrival date for refund
- June 2, 2016 is the last day to reserve your room at the NAFCC rate

Your key to Town and Country gives you the exclusivity and value you deserve during your stay: all for one low rate, because Town and Country knows you'd rather be playing, not paying!

Your key gives you access to:

- Guest room Wi-Fi.
- Unlimited access to the fitness center, located in Bella Tosca Day Spa & Salon. Open daily 6am-8pm.
- 10% off spa services at Bella Tosca Day Spa. Please charge services to your room to receive preferred pricing. Open daily 10am-6pm.
- Hotel shuttle service to RiverWalk Golf Club, Fashion Valley Mall, Old Town, Mission Valley Center, and Hazard Center. Daily 10am-7pm, based upon availability. Shuttle pick up and drop off is located at the hotel lobby.
- Coffee in your guest room and morning coffee service in the hotel lobby 5am-9am. USA Today in the hotel lobby and dining outlets.
- Computer access in the hotel lobby for printing airline boarding passes.
- Preferred guest pricing on Super Shuttle airport transportation.

We can't wait to see you there!
Be sure to book your room at the discounted NAFCC rate.
Visit www.nafcc.org/hotel-accomodations

2016 INSTITUTE SCHEDULE

TUESDAY, JULY 5TH, 2016

6:00 pm - 8:00 pm Registration Open

WEDNESDAY, JULY 6TH, 2016

7:00 am - 5:30 pm Registration Open

8:00 am - 5:00 pm Full Day In-depth Sessions

8:00 am - 12:00 pm Half Day In-depth Sessions

1:00 pm - 5:00 pm Half Day In-depth Sessions

THURSDAY, JULY 7TH, 2016

7:00 am - 5:30 pm Registration/Information Open

6:30 am - 7:30 am Morning Workout

8:00 am - 9:30 am Keynote and Opening Session

10:00 am - 12:00 pm Workshop

10:30 am - 12:30 pm Workshop

12:30 pm - 1:00 pm Lunch Break

1:00 pm - 3:00 pm Workshop

1:30 pm - 3:30 pm Workshop

4:00 pm - 5:00 pm Special Session

5:00 pm - 7:00 pm Exhibit Hall Grand Opening and Resource Sharing

FRIDAY, JULY 8TH, 2016

7:00 am - 5:30 pm Registration/Information Open

6:30 am - 7:30 am Morning Workout

8:00 am - 9:30 am Keynote and Opening Session

10:00 am - 12:00 pm Workshop

10:30 am - 12:30 pm Workshop

12:30 pm - 1:00 pm Lunch Break

1:00 pm - 2:00 pm Special Session

2:30 pm - 4:30 pm Workshop

3:00 pm - 5:00 pm Workshop

6:30 pm - 10:00 pm Tribute to Family Child Care

SATURDAY, JULY 9TH, 2016

7:00 am - 5:30 pm Registration/Information Open

6:30 am - 7:30 am Morning Workout

7:30 am - 9:00 am Facilitated Networking Breakfast

9:00 am - 11:00 am Workshop and Caucus Meetings

9:30 am - 11:30 am Workshop

11:30 am - 12:00 pm Lunch Break

12:00 pm - 2:00 pm Workshop and Annual Membership Meeting

12:30 pm - 2:30 pm Workshop

3:00 pm - 5:00 pm Keynote & Closing (Door Prizes, must be present to win)

★ SPONSORED BY ★

