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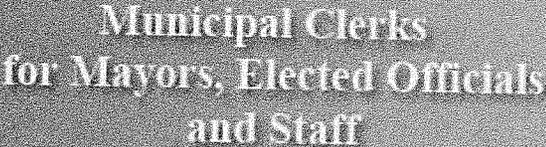
Masser, Michelle

From: Lashway, Lisa
Sent: Wednesday, January 30, 2013 3:34 PM
To: Canning, Sean; Masser, Michelle
Subject: FW: I. II. & III. Upcoming League Seminars

Lisa Lashway
Mt. Olive Twp. Clerk
973-691-0900 Ext. 7291
FAX 973-691-2080
PO Box 450
Budd Lake, NJ 07828

From: NJLM to Municipal Officials [mailto:njlm-clerks@cityconnections.com]
Sent: Wednesday, January 30, 2013 3:17 PM
To: Lashway, Lisa
Subject: I. II. & III. Upcoming League Seminars

To view an online version of this email, click [here](#).



January 30, 2013

REGISTER NOW!

Re: I. "Executive Leadership Training for Mayor's and Council Presidents"

Saturday February 23, 2013

8:30a.m.-3:45p.m.

The Conference Center at Mercer

1200 Old Trenton Rd

West Windsor, NJ 08550

The Executive Leadership Training Program is designed to provide mayors and council presidents with the much needed training and direction to help manage their municipalities and constituents. This training combines both traditional classroom teaching, real world examples, and open forums. Mayors will be able to ask questions as well as network with others in their field to gain knowledge and experience.

Topics for this seminar include: **Managing Officials, How to Run Meetings, How to Manage Your Professional Staff, Communicating with Constituents, Proper Meeting Protocol, How to Deal with Complaints, Ethics, Conflicts of Interest, and a special segment this year named "Ask DLGS"**

Speakers include:

- **Thomas H. Neff**, Director of the Division of Local Government Services
- **Alan Zalkind**, Executive Director, New Jersey Municipal Management Association
- **Trishka Waterbury Esq.**, Mason Griffin and Pierson, League Associate Counsel, and President New Jersey Institute of Local Government Attorneys
- **William Kearns, Jr, Esq.**, League General Counsel, Law Firm of Kearns, Reale and Kearns
-and more!

In addition, we will also host a Mayors Panel discussion that will talk about issues such as:

- Energy Tax Receipts
- Hurricane Sandy
- Interest Arbitration Reform
- Managing your Staff
- Shared Services
- Thinking Outside the Box
- Managing in Difficult Times
- And other Legislative Issues!

Please join us for this important and informative training!

SCHEDULE:

8:30a.m. -9:00a.m. -Registration, networking and continental breakfast

9:00a.m.-12:15p.m.-“Ask DLGS”, Morning Panel Discussion

12:15p.m.-1:15p.m.-Buffet Luncheon

1:15p.m.-3:45p.m. - Mayor’s Panel Discussion and Ethics Presentation

REGISTRATION FEE: Member Rate: \$115.00* Non-Member: \$130.00

***Member rate applies to: Municipalities, State, County, and
Municipal Utilities & Authorities.**

TO REGISTER:

-Visit www.njslom.org and click on *Services*

-Select *Calendar of Events*, Go to the date you are attending

-Download registration form, complete and fax it with your voucher to
(609) 695-0151

Questions about registering – contact Suzanne Delany
SDelany@njslom.com or 609-695-3481 ext. 111

IN CASE OF INCLEMENT WEATHER OR CANCELLATION: We will announce emergency seminar cancellations via recorded announcement on our Weather Hotline: **609-695-3481 ext. 200** and post announcements on our website www.njslom.org after 6:00am on the morning of the meeting.

Re: **II. LEAGUE PROFESSIONAL DEVELOPMENT PROGRAM**

“Ethics, Conflicts of Interest, and Preventing Sexual Harassment

Tuesday February 12, 2013

9:00a.m. – 12:35pm

The Robert Meyner Reception Center

At PNC Bank Arts Center

Holmdel, NJ

It is vitally important for all elected and appointed officials to be aware of the ethics landscape especially given national, state and local developments. This program is appropriate for all municipal officials and employees, experienced or new, as well as Municipal Attorneys who need to advise their clients on ethical conduct and behavior.

The first part of this program will review:

- Ethical Conduct
- Local Government Ethics Law
- Standards of Conduct
- Financial Disclosure
- Penalties
- Disciplinary Action
- Criminal Code
- Case Studies

The Second part of this program will review the protected bases and the areas of protection covered in the law against discrimination. It will identify both types

of sexual harassment as identified by the courts and will review the corresponding liabilities for the employer. The discussion on sexual harassment will review immediate and long-term preventive solutions managers and business owners should use to mitigate liability.

Schedule:

8:30a.m.-9:00a.m. - Sign-in, coffee & networking

9:00a.m.-10:40a.m. - Ethical Conduct, Local Government Ethics Law, Standards of Conduct, Financial Disclosure and Criminal Code Case Studies

10:40a.m-10:55a.m- Morning Break

10:55a.m.-12:35p.m. - Discussion of Discrimination Laws and review of Sexual Harassment Liabilities and Policies

Presiding Mayor: Mayor Patrick Impreveduto, Mayor Holmdel Township

Presenters:

- William Kearns, Jr., Esq., Kearns, Reale & Kearns, League General Counsel
- Esther H. Nevarez, Office of the Director, New Jersey Division of Civil Rights, State Department of Law and Public Safety

REGISTRATION FEE: Member Rate: \$55.00* Non-Member: \$75.00

*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

To Register:

-Visit www.njslom.org and click on *Services*

-Select *Calendar of Events*, Go to the date you are attending

-Download registration form, complete and fax it with your voucher to

(609) 695-0151

Questions about registering – contact Suzanne Delany SDelany@njslom.com or 609-695-3481 ext. 111

CEU's – CMFO/CCFO-4.0 ETH; CTC-4.0 ETH; CPWM-4.0 ETH; RMC-4.0 ETH; QPA-4.0 ETH; RPPO/RPPS-4.0; CPA- 4.0 ETH; CRP-3.25; WWW/TCH-3.0; CLE- 4.0 ETH; PACLE-3.5 ETH; CTA-2.0 PTA**

****Please note, PACLE courses require the attendee to pay a separate fee (not including registration fees) to obtain credits. PACLE credit forms can be downloaded from the League Calendar page:**

<http://www.njslom.org/seminars.html>

IN CASE OF INCLEMENT WEATHER OR CANCELLATION: We will announce emergency seminar cancellations via recorded announcement on our Weather Hotline: **609-695-3481 ext. 200** and post announcements on our website www.njslom.org after 6:00am on the morning of the meeting.

Re: III. LEAGUE PROFESSIONAL DEVELOPMENT PROGRAM

“Ethics, Conflicts of Interest, and Preventing Sexual Harassment”

**Friday, April 5, 2013
9:00a.m. – 12:35pm
Burlington Twp Community Room
Lower Level
851 Old York Rd
Burlington Twp, NJ**

It is vitally important for all elected and appointed officials to be aware of the ethics landscape especially given national, state and local developments. This program is appropriate for all municipal officials and employees, experienced or new, as well as Municipal Attorneys who

need to advise their clients on ethical conduct and behavior.

The first part of this program will review:

- Ethical Conduct
- Local Government Ethics Law
- Standards of Conduct
- Financial Disclosure
- Penalties
- Disciplinary Action
- Criminal Code
- Case Studies

The Second part of this program will review the protected bases and the areas of protection covered in the law against discrimination. It will identify both types of sexual harassment as identified by the courts and will review the corresponding liabilities for the employer. The discussion on sexual harassment will review immediate and long-term preventive solutions managers and business owners should use to mitigate liability.

Schedule:

8:30a.m.-9:00a.m. - Sign-in, coffee & networking

9:00a.m.-10:40a.m. - Ethical Conduct, Local Government Ethics Law, Standards of Conduct, Financial Disclosure and Criminal Code Case Studies

10:40a.m-10:55a.m- Morning Break

10:55a.m.-12:35p.m. - Discussion of Discrimination Laws and review of Sexual Harassment Liabilities and Policies

Presiding Mayor: Mayor Brian Carlin, Mayor of Burlington Township

Presenters:

- William Kearns, Jr., Esq., Kearns, Reale & Kearns, League General Counsel
- Esther H. Nevarez, Office of the Director, New Jersey Division of Civil Rights, State Department of Law and Public Safety

REGISTRATION FEE: Member Rate: \$55.00* Non-Member: \$75.00
*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

To Register:

-Visit www.njslom.org and click on *Services*

-Select *Calendar of Events*, Go to the date you are attending

-Download registration form, complete and fax it with your voucher to (609) 695-0151

Questions about registering – contact Suzanne Delany
SDelany@njslom.com or 609-695-3481 ext. 111

CEU's – CMFO/CCFO-4.0 ETH; CTC-4.0 ETH; CPWM-4.0 ETH; RMC-4.0 ETH; QPA-4.0 ETH; RPPO/RPPS-4.0; CPA- 4.0 ETH; CRP-3.25; WWW/TCH-3.0; CLE- 4.0 ETH; PACLE-3.5 ETH; CTA-2.0 PTA**

****Please note, PACLE courses require the attendee to pay a separate fee (not including registration fees) to obtain credits. PACLE credit forms can be downloaded from the League Calendar page: <http://www.njslom.org/seminars.html>**

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*If you would like to be removed from receiving faxed advisories please contact Shirley Cade at scade@njslom.com or 609-695-3481 ext. 114 with the name of your municipality and fax number. Thank you.

Please be advised that the information you receive is not legal advice. You must consult your town attorney to make sure that any of the material you receive is in accordance with current state law and your particular facts and situation.

Please be advised that the New Jersey State League of Municipalities is subject to the New Jersey Open Public Records Act. As such, any email sent or received by the League may be subject to a records request.

New Jersey League of Municipalities
222 West State Street, Trenton, NJ 08608
609-695-3481

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