Delaware Institute for Local Government Leaders

Tuesday, October 28, 2003
8:15 a.m. – 3:30 p.m.

Dover Downs Hotel & Conference Center
Dover, Delaware

sponsored by the
Institute for Public Administration
College of Human Services, Education & Public Policy
University of Delaware

in cooperation with the
Delaware League of Local Governments,
Sussex County Association of Towns,
and Delaware Association of Town Managers

The Institute for Public Administration (IPA) is a public service, education and research center that links the resource capacities of the University of Delaware with the complex public policy and management needs of governments and related nonprofit and private organizations. IPA provides direct staff assistance, research, policy analysis, training, and forums while contributing to the scholarly body of knowledge. Program areas include civic education, conflict resolution, health care policy, land use planning, organizational development, school leadership, state and local management, water resources planning, and women’s leadership. IPA supports and enhances the educational experiences of students through the effective integration of applied research, professional development opportunities, and internships. IPA’s main office is on the University’s Newark campus in 180 Graham Hall. Jerome Lewis is the director of the Institute and can be reached at 302-831-8971.

This program qualifies for certificate credit in the Academy for Excellence in Local Government Leadership. For more information on the Academy and other training programs for local government officials in Delaware, see www.ipa.udel.edu/localgovt/training

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Dover, Delaware

15th Delaware Institute for Local Government Leaders

8:15 – 8:45   Registration/Continental Breakfast
8:45 – 9:00   Welcome

Jerome Lewis – Director, Institute for Public Administration (IPA), College of Human Services, Education & Public Policy (CHEP), University of Delaware (UD)

George Wright – Executive Director, Delaware League of Local Governments (DLLG)

9:00 – 9:30   Delaware PLUS Requirements
Connie Holland – Office of State Planning Coordination

9:30 – 10:15  Municipal Annexation Procedures
David Edgell – Office of State Planning Coordination

10:15 – 10:30 Break

10:30 – 11:30 Municipal Road & Utility Ordinances
Alan Kercher – Kercher Engineering, Inc.

11:30 – 12:15 Electronic Records Management
Chris Murphy – General Code Publishers

12:15 – 1:00  Buffet Lunch

1:00 – 2:15   Compliance with the Freedom of Information Act (FOIA) and Ethics in Public Office
Roger Akin, Esq. – Solicitor, City of Newark

2:15 – 2:30   Break

2:30 – 3:15   Marketing for Citizen Engagement
Anna Wojewodzki Hunter – Conflict Resolution Program, IPA, CHEP, UD

3:15 – 3:30   Wrap-up
Jerome Lewis – IPA, CHEP, UD
George Wright – DLLG