

American Public Works Association Minnesota Chapter

Earle Brown Heritage Center, Brooklyn Center, Minnesota



November 18, 2015

WORKSHOP

Public Works as First Responders

November 18, 2015

WORKSHOP

Writing to Get Things Done

November 19-20, 2015

CONFERENCE

Fall Conference

apwa-mn.org

Sponsored by:

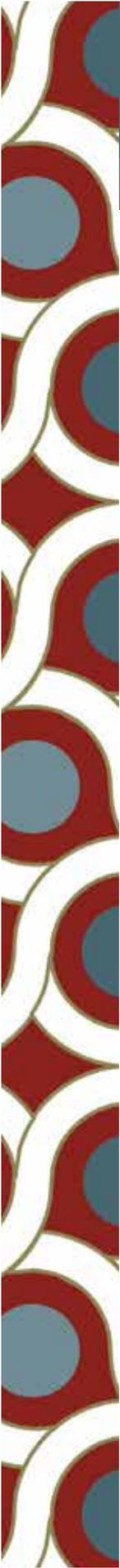
American Public Works Association, Minnesota Chapter
Minnesota Street Superintendents Association

*Made possible through support and partnership of
Minnesota Department of Transportation State Aid*

Facilitated by:

COLLEGE OF CONTINUING EDUCATION

UNIVERSITY OF MINNESOTA



APWA Minnesota Chapter – Fall Workshop—Public Works as First Responders

November 18, 2015

Program

7:00 a.m. **Registration and Continental Breakfast**

7:30 **Welcome and Introductions**

Monica Heil, Fall Workshop Committee Chair and City of Lakeville

8:00 **Traffic Incident Management (TIM) Responder Training**

Moderator: *Mark Ray*, City of Crystal

John McClellan, Minnesota Department of Transportation

While Traffic Incident Management (TIM) is generally thought of in terms of an emergency response, TIM concepts can be used as part of normal road work and other maintenance operations. Effective TIM can reduce the duration and impact of traffic incidents; improve the safety of motorists, emergency responders, and maintenance crews; and provide a framework for improved communication and coordination between all stakeholders. This presentation is targeted for field staff and frontline supervisors who are in the field on a regular basis, including emergency situations, working in and around traffic.

In the first segment John McClellan, Mn/DOT's Regional Traffic Management Center's Freeway Operations Supervisor, will provide insight on traffic awareness, offer tips for identifying possible hazards to worker safety in traffic areas, and use video as case studies for what to do or not do when working in traffic. Additionally, John will show how Mn/DOT monitors traffic in the Metro area and strategies they use.

In the second segment Mark Ray, Public Works Director for the City of Crystal, will talk about TIM as it relates to local agency operations. Topics covered will include TIM fundamentals (in a local agency context) and tips for local agencies.

9:30 **Break**

10:00 **Transportation of Oil and Other Hazardous Chemical Safety/Awareness for First Responders**

Moderator: *Mark Ray*, City of Crystal

Kevin Reed, Operations Branch Director, Minnesota Homeland Security Emergency Management

Recently there has been a lot of attention given to the oil trains through Minnesota. While the amount of oil traveling through the state has increased dramatically, oil and other chemicals are routinely transported through the state by a variety of methods. Kevin Reed, Operations Branch Director with the Minnesota Department of Homeland Security, will provide a basic awareness course on the various types of hazardous materials routinely transported through Minnesota. Information covered will include how hazardous materials are transported through the state, what hazard identifier information is available and what to do with it, and basic response measures and considerations.

This presentation is targeted for field staff, supervisors, and managers who are routinely involved in utility operations or potentially could be called upon in an emergency situation to aid in the response. While not all communities in Minnesota regularly have large quantities of hazardous materials being transported through them, all agencies may be called up for mutual aid support in an emergency situation.



APWA Minnesota Chapter – Fall Workshop—Public Works as First Responders

November 18, 2015

Program *continued*

11:45 **Lunch**

12:30 p.m. **Stressful Situations: How to deal with others, and yourself**

Moderator: *Mark Ray*, City of Crystal

Sergeant Chris Swaja, SWAT Negotiator, New Hope Police Department

Many courses provide information on how to have stressful conversations with coworkers and the general public. Common tactics such as active listening, using “I” statements, finding common ground, and looking for the “win-win” are usually discussed. This presentation will instead focus on the physiological responses that human bodies have when under stress, especially in unplanned conversations or events.

Sgt. Chris Swaja, SWAT Negotiator with the New Hope Police Department, will provide information to help people understand how the human body will respond to stressful situations and provide tips on how they can help their body manage the stress. The goal of the presentation is to get the participants to understand that in the heat of the moment, their brain thinks in a different way than normal and they may get tunnel vision. Understanding these concepts and preparing for them will improve how the participant is able to handle a stressful situation, whether planned or unplanned.

1:30 **Break**

1:45 **911 Emergency Communications**

Moderator: *Mark Ray*, City of Crystal

Tony Martin, Lead Dispatcher, Edina Emergency Communications Center

Public works staff are responsible for building, operating, and maintain systems that support everyday life in their communities. Because of the skill sets and job responsibilities of Public Works staff, they are first responders. As a first responder, public works staff have an opportunity to do something (even if it is simply notifying the proper people) when they see something that is out of place. Public works staff also have the responsibility to support other first responders in their efforts.

Tony Martin, Dispatch Supervisor with the Edina Emergency Communications Center, will present on what happens when someone calls 911, what information the caller should have at the ready, what happens on the dispatch side of the call, and other emergency communication tools. Public works staff face potentially dangerous situations every day. It is essential that when they call 911 they communicate in a clear, concise manner so that the right help comes as quickly as possible. This is part of a duty not only to the public, but fellow coworkers.

2:45 **Closing**

Monica Heil, Fall Workshop Committee Chair and City of Lakeville

3:00 **Adjourn**



APWA Minnesota Chapter –
Writing to Get Things Done Workshop

November 18, 2015

Registration begins: 7:30 a.m. | Workshop begins: 8:00 a.m. | Workshop ends: 4:00 p.m.

Would you like to improve your writing skills and increase productivity?

In conjunction with the annual Fall Workshop, the Minnesota Chapter of the American Public Works Association is very pleased to sponsor a one-day writing workshop, Writing To Get Things Done® (WGTD), presented by Stan Berry of the Berry Writing Group. This workshop focuses on improving productivity by using writing as a powerful tool for getting things done.

Recognizing that many Public Works practitioners may not be comfortable with their writing skills, the Education and Training Committee of the Minnesota Chapter of APWA formed a Public Works Writing Skills Task Force which partnered with the Berry Writing Group to offer this one day workshop.

Public Works Superintendents, Engineers, and Directors typically focused on technical courses in school. Most Public Works supervisors have worked their way up from operator positions. English and writing classes were not likely the most popular courses for Public Works professionals when they were in school. Yet today our community residents and Public Works customers are communicating more and more through electronic media, e-mail and social networking. Our residents are searching for information on local websites or Facebook before calling City Hall with questions. Written communication skills have become a necessity.

The workshop costs \$320 per student, which includes lunch and break refreshments. Additional information about the Berry Writing Group can be found on their website at www.berrywritinggroup.com.

Course Description

This popular workshop focuses on improving productivity—using writing as a powerful tool for getting things done. Productivity soars when people clearly communicate what needs to get done and when.

Participants learn how to write quickly and effectively, saving time for themselves and their readers. They will impress others with their ability to get to the point quickly, clearly, and concisely!

Who Should Attend

This is not a remedial writing program for “problem writers.” This course is for everyone who uses writing to get things done. This workshop is a must for engineers, architects, scientists, attorneys, managerial and professional staff whose job requirements include effective written and e-mail communications.

Registration Fee

\$320

Course Length

One-day session: 8:00 a.m. to 4:00 p.m.

Course Objectives

The skills/concepts provided in this program teach people to present their ideas clearly in all business communications, regardless of length or medium: e-mails, letters, memos, reports, and voice messages.



APWA Minnesota Chapter – Writing to Get Things Done Workshop

November 18, 2015

Participants will learn how to:

- Clarify thoughts before writing.
- Separate the readers' needs from the writer's needs.
- Use the inverted-pyramid principle of organization.
- Use a listing paragraph format to highlight key ideas.
- Use the language of getting things done vs. business speak.
- Develop a professional tone that encourages cooperation.
- Use our three models of organization for all business writing/e-mails.
- Write technical information to nontechnical people.

Workshop Session: The focus is on improving participants' actual on-the-job writing skills. Participants are amazed at how quick and easy it is to rewrite their pre-workshop writing samples using our feedback as a guide to write more clearly.

Follow-up Support: For 30 days after the workshop, participants are invited to e-mail writing samples to Berry Writing Group for review. Also, participants receive a monthly Writing Tips newsletter that reinforces the skills taught in Writing to Get Things Done.

Workshop Agenda

Morning Session

Clarifying Thoughts before Writing

- Keeping a business perspective
- Separating the writer's needs from the reader's needs
- Separating the thinking process from the reporting process

Models for Presenting Your Thoughts to the Reader

- Three paragraph model of organization
- Three paragraph model with a list in paragraph two
- Headings and listing paragraphs

Afternoon Session

Using Tone to Encourage Cooperation

Improving the Clarity and Conciseness of Language

- Using short, simple, easy-to-read sentences
- Using short, informal and concrete words

Using Active Voice

- Re-writing pre-workshop writing samples

Pre Workshop Work for Participants

Each participant is asked to bring five writing samples for their own use during the workshop.

APWA Minnesota Chapter – 2015 Fall Conference

November 19–20, 2015

What do Comedy, Carnival, MPR, and Ethics have in common? They are all part of the 2015 Fall Conference for the Minnesota Chapter of APWA!

This year's version of the Fall Conference will look similar to years past in many aspects, but we are excited to yet again bring in a number of enhancements that will continue to push our annual November gathering to new heights. We have had record turnouts for two years running—getting attendance that is approaching 50% of Chapter membership—and your conference committee has put together a 2015 program that will surely continue that trend. Come see us (and most of the Chapter!) November 19–20 at the Earle Brown Heritage Center. Here's what awaits you:

Thursday Highlights



The founder of Brave New Workshop, John Sweeney, will keynote the conference with a two-hour plus session titled “Innovation at the Speed of Laughter: Acting the Way You Want Your Company to Be”. John’s comedy background is an integral part of his message and is sure to keep you laughing while you learn. There will also be some great information and excitement around the 2016 Public Works Expo, which will be hosted by the Minnesota Chapter in 2016 at the Minneapolis Convention Center. Volunteers and committees are already working hard on it—and you will be able to get a preview of what is on the docket for 2016 Public Works Expo attendees. The afternoon will be full of concurrent technical sessions that can get you educational credits on a wide variety of topics. Then, on Thursday evening, a NEW EVENT makes its debut: Carnival and Vendor Reception! Held in the main room (Carriage Hall), our vendors and chapter will have booths with carnival events for prizes, food and drink will be available, and the chapter can gather socially for a fun evening of networking—all for a good cause: Toys for Tots.

Friday Highlights



Friday gets started with a bang as we hear from Chris Farrell, MPR Economics Commentator and columnist for the Bloomberg Business Week and the Minneapolis Star Tribune. Chris’ depth of understanding of economic issues and policies will strike a chord on both personal and professional levels. We will also hear updates from two key agencies: MnDOT and the MCES, and then have our annual celebration of chapter awards, scholarship recipients, and the swearing in of our new officers. Finally, our conference is capped off by a two-hour ethics session—giving you the specific credits required for licensing and registration.

There are many more details regarding the conference on the following pages of the brochure. We encourage you to investigate in more depth, and we’re certain you will find several reasons to join in on the learning and the networking, and to be a part of the chapter showcase. We will see you there!

2015 APWA Fall Conference Co-Chairs

Jupe Hale, City of Maple Grove

Sue Mason, Short Elliott Hendrickson, Inc.



APWA Minnesota Chapter – 2015 Fall Conference

Program

Thursday, November 19, 2015

7:30 a.m. **Registration and Continental Breakfast
Poster Setup**

7:30 **New Member Breakfast and Orientation
2nd Annual Leadership Academy Alumni Breakfast**

8:30 **Welcome and Overview**
Bob Cockriel, President of APWA Minnesota Chapter and City of Bloomington

Hugo G. Erickson Award Presentation

8:45 **Innovation at the Speed of Laughter: Acting the Way You Want Your Company to Be**
Moderator: *Jupe Hale, City of Maple Grove*

John Sweeney, Brave New Workshop

We've found that great leaders understand how important it is to establish a culture that empowers, encourages, and rewards people for being "their best selves." In this session, leaders learn how to create a more innovative and appealing culture—one that instills the expectation from employees that ideas will be met with an initial positive reaction rather than disagreement or judgment. As improvisers, it is necessary for us to create, on stage, an environment that is completely innovatively and creatively safe. John Sweeney demonstrates how quickly and easily it is to create a similar mindset in the workplace. As a result, leaders we work with tend to increase the number of ideas their teams produce and the quality of those ideas. In approaching leadership through the principles of improvisation, John's session also focuses on how to create a "statusless" environment to organically help individuals find their most innovative, creative, and productive selves. Leaders learn specific skills to help foster creativity in the people they lead. In addition, participants are asked to examine their own behavior through the eyes of an improviser in order to help them identify how they can improve their own leadership skills. Common learning points include:

- Learn how to receive all ideas as gifts in order to generate more ideas from your employees.
- Understand "yes, and" as a foundation for improved teamwork and strong leadership.

10:00 **Refreshment Break**

10:15 **Innovation at the Speed of Laughter: Acting the Way You Want Your Company to Be (continued)**

11:15 **2016 Public Works Expo Update and Sponsor Recognition**
Jeannine Clancy and Angela Popenhagen, 2016 Public Works Expo Co-Chairs and Expo Committee members

Hear about the status of fundraising for the 2016 Public Works Expo and recognize our generous Expo sponsors. Get information about the Get Acquainted Party, Sports Events, Technical Tours, how to volunteer and more!

APWA Minnesota Chapter – 2015 Fall Conference

Program *continued*

11:45 **MN2050**
Moderator: *Dan Gage*, MacQueen Equipment

Nicole Martin Rogers, Wilder Research
Tom Eggum, MN2050

MN2050 creates and disseminates information to help the public, politicians and professionals better understand and manage our extensive infrastructure. This update will describe MN2050 videos and the result of their submittal for national APWA and Emmy awards. The session will also summarize the MN2050 'State of the Infrastructure' survey and the joint U of M/State Auditor Serendipity project.

Noon **Luncheon**

Concurrent Sessions

1:00 p.m. **1. Watershed-wide Modeling for TMDL/MS4 Compliance and Storms on the Promenade**

Moderator: *Steve Albrecht*, City of Burnsville

Watershed-Wide Modeling for TMDL/MS4 Compliance

Greg Wilson, Barr Engineering Company

Storms on the Promenade

Jim Tiggelaar, LHB

This stormwater-centric session will start with looking at how watershed-wide modeling demonstrates TMDL/MS4 permit compliance by prioritizing BMP maintenance. The second part of the session will look at the Promenade Wayzata, a unique development in a lakeside downtown environment that implements innovative storm water management technologies.

2. Assessing and Rehabilitating the MCES Interceptor System

Moderator: *Jeannine Clancy*, Metropolitan Council Environmental Services

Bryce Pickart, Metropolitan Council Environmental Services

Scott Dentz, Metropolitan Council Environmental Services

Steve Vogl, Metropolitan Council Environmental Services

Metropolitan Council Environmental Services (MCES) owns over 600 miles of wastewater conveyance system, known as the Interceptor System, in the Twin Cities Metropolitan Area. The MCES Interceptor System ranges in size from 6-inch forcemain to 14-foot diameter gravity. In some locations, the system is shallow and in others, the pipe is buried to depths in excess of 100 feet. In the urban core, some of the MCES system is over 100 years old.

MCES is in the midst of a major interceptor rehabilitation program, anticipating over \$600M of investment in the next six years. Hear about the MCES interceptor condition and inspection process. Learn about the capital improvement program and efforts to coordinate MCES work with city, county, and state transportation agencies. Hear about rehabilitation methods for various pipe conditions and sizes, unique or challenging circumstances encountered, and lessons learned.

APWA Minnesota Chapter – 2015 Fall Conference

Program *continued*

3. MnDOT's Active Shooter Preparedness and Response Program

Moderator: *Beverly Farraher*, Minnesota Department of Transportation

Delorah Curry, Minnesota Department of Transportation

Beverly Farraher, Minnesota Department of Transportation

Theodore Krinke, Minnesota Department of Transportation

Workplace active shooter events remained steady at ~5 incidents per year through 2008 but increased to ~16 per year from 2009–2012. This employee and public safety issue demands that each agency and business should plan for and train their employees to prevent, if possible, and react as well as possible for any active shooter event. Come learn what MnDOT has accomplished to date with e-learning, a supervisory discussion guide and employee reference, workplace protocols and workplace drills—all this information can enhance or jumpstart your workplace safety efforts.

4. The Latest in Pedestrian Crossing Safety

Moderator: *Chris Sagsveen*, Hennepin County Transportation Department

Ryan Peterson, City of Burnsville

Thomas A. Sohrweide, SEH, Inc.

Jerry Kotzenmacher, Minnesota Department of Transportation

Janelle L. Borgen, WSB and Associates

Jay Hartman, Village of St. Anthony

This session will highlight the latest in pedestrian crossing treatments to increase safety and address other pedestrian concerns. The session will describe a variety of crossing treatments, including a discussion of proper applications and case study experience. The crossing treatments discussed will include rapid rectangular flashing beacons (RRFB's), High Intensity Activated Crosswalk Beacon (HAWK) and other intersection treatments that can increase safety.

5. Alternative Procurement and Capital Planning to Get Projects Done

Moderator: *Adam Kramer*, Progress Consulting Engineers

Alternative Procurement

Jon Chiglo, WSB and Associates, Inc.

Review of risks and benefits of alternative procurement methods.

Capital Planning to Get Projects Done

Naeem Qureshi, Progressive Consulting Engineers

Brian Reilly, Ehlers & Associates

Learn how effective long-term capital planning will help you replace or expand your infrastructure and get projects done. We will share the key steps in putting together a CIP that has support from the community and the Council. These steps include establishing the need, getting annual approvals, tying the projects to available funding sources, and identifying financial impacts. We will profile an example of capital planning for a water treatment plant.

2:15

Refreshment Break and Poster Session

APWA Minnesota Chapter – 2015 Fall Conference

Program *continued*

2:45 **6. Shale Oil Transport in Minnesota (20)**

Moderator: *April Crockett*, Minnesota Department of Transportation Metro District

Robert M. Berg, Homeland Security and Emergency Management, Minnesota Department of Public Safety

We will go over the growing threat of crude oil being transported through MN. We will discuss the properties of the product and the safety concerns of the railcars themselves. We will update on the newest changes that are being enacted and proposed changes that would further increase public safety. This topic is important because this is a very real threat to our safety. It is changing very rapidly but the best way to combat the problem is by giving people factual education rather than the wild comments that we all hear about.

7. Overcoming Subsurface Challenges at the TH 7 and Louisiana Avenue Interchange

Moderator: *Sue Mason*, Short Elliot Hendrickson Inc.

Deb Heiser, City of Saint Louis Park

Brent Theroux, Short Elliot Hendrickson Inc.

The City of St. Louis Park in partnership with MnDOT recently completed the new interchange at TH 7 and Louisiana Avenue. The site has very challenging mix of swamp deposits, variable fill with urban debris, and is also near the site of the Former Reilly Tar Chemical site, an EPA superfund site. These contributing factors required innovative design approaches utilizing column supported embankment, construction staging considerations requiring surcharged embankment, and deep muck excavation in potentially contaminated material. Come and hear how the project design personnel and the contractor approached these challenges and learn what methods and techniques may be available for your next challenging subsurface application.

8. Innovative Public Outreach

Moderator: *Matt Saam*, City of West Saint Paul

Kristin Asher, City of Richfield

Heidi Hamilton, City of Minneapolis

Kathleen Anglo, City of Saint Paul Department of Parks and Recreation

Three cities will present their innovative approaches to public outreach. These ideas will range from cool website ad campaigns to “Pop up Meetings” to apps for parking or outreach to diverse neighborhoods. This session will give you interesting and new applicable ideas.

9. Drones for Bridge Inspection

Moderator: *Beverly Farraher*, Minnesota Department of Transportation

Kevin Morris, Airports District Office, Federal Aviation Authority

Barritt Lovelace, Collins Engineers, Inc.

Jen Zink, Minnesota Department of Transportation Bridge Office

Drones (unmanned aerial vehicles) have many applications within engineering disciplines: one usage with high potential is bridge safety inspections. MnDOT has pursued research into the use of drones and has gathered imagery at several sites. Come learn the restrictions and regulations surrounding use of drones, what lessons were learned by MnDOT, and what the next steps will be toward realizing the potential of this equipment.



APWA Minnesota Chapter – 2015 Fall Conference

Program *continued*

10. MN2050 'State of the Infrastructure' Survey Results

Moderator: *Brad Henry*, University of Minnesota

Dave Solsrud, Minnesota Department of Transportation

Sam Paske, Metropolitan Council Environmental Services

Richard Freese, City of Rochester or *Kaye Bieniek*, Olmsted County

The recent 'State of the Infrastructure' initiative surveyed the asset management practices of Minnesota cities, counties, the Metropolitan Council Environmental Services, and MnDOT. The session will briefly overview the survey lessons learned and surprising results. It will then have three different size agencies discuss their reactions to the survey and describe their issues and goals in implementing asset management in their organization.

4:00 **Carnival and Vendor Reception**

Cash bar and appetizers provided.

8:30 **Adjourn**

APWA Minnesota Chapter – 2015 Fall Conference

Program *continued*

Friday, November 20, 2015

7:00 **Past Presidents' Breakfast**

7:30 **Continental Breakfast**

8:00 **Welcome**

Bob Cockriel, President of APWA Minnesota Chapter and City of Bloomington

8:05 **A Sustainable Life**

Moderator: *Bob Cockriel*, President of APWA Minnesota Chapter and City of Bloomington

Chris Farrell, Marketplace

Chris Farrell's talk will focus on managing money over a lifetime. Personal finance is really about deciding how to live your life and then putting your money behind those goals and beliefs—a critical part of trying to create a good life. If you can discover what you want out of life—the why—then there are a number of ways to get there—the how. He will concentrate on five critical ideas: a margin of safety, simplicity, a sustainability ethic, the role of giving and money management, and reimagining the traditional retirement years to include some work for income and meaning.

9:00 **Minnesota Department of Transportation Update**

Moderator: *April Crockett*, Minnesota Department of Transportation Metro District

Charles A. Zelle, Transportation Commissioner, Minnesota Department of Transportation (Invited)

9:30 **Metropolitan Council Environmental Services Update**

Moderator: *Jeannine Clancy*, Metropolitan Council Environmental Services

Leisa Thompson, Metropolitan Council

As one of the nation's largest wastewater utilities, Metropolitan Council Environmental Services experiences similar challenges that local public works departments experience. In addition to providing wastewater conveyance and treatment services for the region, MCES has responsibilities in water supply planning and surface water management. As the region grows, infrastructure ages, and climate change makes our work more challenging, learn about our efforts to think about water resources in a more integrated way. Hear examples of our projects to ensure the integrity of our wastewater infrastructure and our vision for working with our regional partners.

10:00 **Refreshment Break**

10:15 **Awards and Scholarship Presentation**

11:15 **Officer Installation**

Noon **Luncheon**



APWA Minnesota Chapter – 2015 Fall Conference

Program *continued*

1:00 **Business Meeting**
University of Minnesota Student Chapter Officers

1:30 **Ethics, Obstacles, and Successful Outcomes**
Moderator: *Mark Erichson*, WSB & Associates

Bret Weiss, WSB & Associates
Wally Wysopal, City of Fridley

Exploring ethical practices and behavior that can improve your professional success and personal satisfaction.

Public Works Professionals practicing in today's environment are confronted with increasingly complex moral and ethical dilemmas. Public Works Professionals encounter these dilemmas in situations where their ability to do the right thing is frequently hindered by conflicting values and beliefs held by the many stakeholders. In these circumstances, upholding their commitment to professional ethics requires significant moral courage and doing so can have both positive and negative consequences. This session will explore the practices that will lead toward professional success and personal satisfaction.

3:30 **Adjourn**



APWA Minnesota Chapter – **2015 Fall Conference**

Carnival and Vendor Reception

For the 2015 APWA MN Fall Conference we are excited to be holding an on-site reception and “Carnival” from 4:00 to 8:30 p.m. in Carriage Hall A and B on Thursday, November 19. There will be a cash bar with heavy appetizers provided throughout the event. This event will allow for greater interaction with conference attendees and help raise money for Toys for Tots. If you are interested in holding a “minute to win it” type event at your booth during the reception, please check the “Carnival Game” box on the vendor registration. APWA MN asks that you plan a game at your booth that allows for teams of three or four individuals to make a donation and compete for prizes. APWA MN will contact interested vendors and sponsors directly with more information.

New Member / First-Time Attendee Breakfast

A breakfast will be held from 7:30 to 8:30 a.m. on Thursday, November 19, at the Earle Brown Heritage Center for members who have joined APWA MN Chapter within the last two years or who are first-time attendees of the APWA MN Chapter Fall Conference. Please check the box on the registration form if you wish to attend.

2nd Annual Leadership Academy Alumni Breakfast

All Leadership Academy alumni are invited to the Leadership Academy Breakfast. Join us and reconnect with your classmates and help shape the future of the Leadership Academy. A breakfast will be held from 7:30 to 8:30 a.m. on Thursday, November 19, at the Earle Brown Heritage Center for alumni of the APWA MN Chapter Leadership Academy. Please RSVP for the breakfast with Pat Schutrop at admin@apwa-mn.org by November 9.

Registration and Fees

\$150 – Fall Workshop, November 18, 2015

\$320 – Writing to Get Things Done Workshop,
November 18, 2015

November 19–20, 2015 – Fall Conference

\$245 – APWA members

\$285 – nonmembers

\$0 – APWA MN Student Chapter Member

All registration fees include all sessions, lunches, breaks,
and course materials.

Register online at apwa-mn.org.

Location and Parking

The APWA Fall Workshop and Conference will be held at
the Earle Brown Heritage Center, 6155 Earle Brown Drive,
Brooklyn Center, Minnesota, 55430. For further information
or directions, please visit www.earlebrown.com. Free
parking is available surrounding the facility.

Accommodations

Hotel rooms can be reserved at the Embassy Suites
Minneapolis–Brooklyn Center Hotel, 6300 Earle Brown
Drive, Brooklyn Center (conveniently connected to the
Earle Brown Heritage Center by walkway). Make your
reservation by calling the hotel directly at 763-560-2700
or 800-362-2779. Ask for the "U of M" rate.

Professional Development Hours (PDHs)

Fall Workshop: 6 PDHs offered

Writing to Get Things Done Workshop: 7 PDHs offered

Conference: 9.75 PDHs offered

Please visit the following website for pertinent information
about PDH requirements:

aelslagid.state.mn.us/conted.html#go.html

For information about registration, contact:

CCE Information Center
612-624-4000
cceinfo@umn.edu

For information about the program and exhibits, contact:

Katherine Hagberg
University of Minnesota
612-624-4230
cceconf3@umn.edu

**For vegetarian requests, please e-mail your request to
cceconf3@umn.edu at least two weeks in advance.*

2015 Planning Committee

Jupe Hale, Co-Chair, City of Maple Grove
Sue Mason, Co-Chair, Short Elliott Hendrickson, Inc.

Steve Albrecht, City of Burnsville

Sherri Buss, TKDA

Jeannine Clancy, Metropolitan Council Environmental
Services

April Crockett, Minnesota Department of Transportation
– Metro District

Mark Erichson, WSB & Associates, Inc.

Beverly Farraher, Minnesota Department of Transportation
– Metro District

Brad Henry, University of Minnesota

Jon Horn, Kimley-Horn & Associates, Inc.

David Juliff, SRF Consulting Group, Inc.

Mark Kasma, Bolton & Menk, Inc.

Adam Kramer, Progressive Consulting Engineers

Mike Marti, SRF Consulting Group, Inc.

John Mazzitello, City of Mendota Heights

Cristina Mlejnek, Stantec

Bridget Rief, Metropolitan Airports Commission

Matt Saam, City of West St. Paul

Chris Sagsveen, Hennepin County Transportation Department

Michael Scharenbroich, City of Rochester

Tom Thompson, Stanley Consultants, Inc.

Doug Trangsrud, American Engineering Testing, Inc.

The University of Minnesota shall provide equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression.

© 2015 Regents of the University of Minnesota. All rights reserved.

This brochure is available in alternative formats. Disability accommodations are available upon request. Please call 612-624-4230.

CPE-0807-04/8.15

Registration Form

Fall Workshop—Public Works as First Responders: November 18, 2015

Writing to Get Things Done Workshop: November 18, 2015

APWA MN Chapter Fall Conference: November 19–20, 2015

Last Name	First Name	M.I.
Company/Institution	Title/Position	
E-mail		
Business Address		
City	State	ZIP
Daytime Phone	Fax Number	

I am a new member/first-time attendee.

ATTENDANCE PLANS

I will attend the New Member First-Time Attendee breakfast. I plan to attend the on-site reception and Carnival on Thursday evening.

FALL WORKSHOP—PUBLIC WORKS AS FIRST RESPONDERS – CF0009ZM

\$150 – Member/Non-Member

WRITING TO GET THINGS DONE WORKSHOP – CF0010ZM

\$320 – Member/Non-Member

APWA MN Chapter Fall Conference – CF0008ZM

\$245 – APWA MN Member – Please list your APWA Member Number _____

\$285 – Non-Member

Complimentary – Student APWA Member

PAYMENT METHOD

Enclosed is a check or money order **payable to the University of Minnesota.**

Please bill my organization.

I authorize payment on my credit card:

Visa MasterCard Discover American Express

Card Number	Expiration Date	Total Charge
Cardholder Name (please print)	Signature	

HOW TO REGISTER

Fax to:
612-624-5359

Online:
apwa-mn.org

Mail to:
University of Minnesota
CCE Registration Center
201 Coffey Hall
1420 Eckles Avenue
St. Paul, MN 55108

If your check is returned because of insufficient funds or closed account, or because you have made a stop payment request, you will be charged a check handling fee of \$20. The information on this form is private data, used to identify and locate you, obtain payment, and enable instructors to better know their audience. Name, address, and payment method are mandatory. Information on this form may be shared with instructors and program cosponsors.