**Upcoming Local Government Programs**

**July-August 2020**

**UW-Madison Division of Extension’s Local Government Center** publishes this announcement of statewide programs monthly. It includes UW-Madison Extension programming and other programs of interest relating to local government that are offered in Wisconsin. Asterisked (\*) programs are UW-Madison Extension’s Local Government Center programs. Information about UW-Madison Extension’s Local Government Center and its programming may be found at [lgc.uwex.edu](http://lgc.uwex.edu/). Please send brochures and announcements of programs of statewide interest to Philip Freeburg ([philip.freeburg@wisc.edu](mailto:philip.freeburg@wisc.edu)). Our address: **Local Government Center**, 702 Langdon St., Suite 111, Madison, WI 53706.

Please call the specified program contact with questions about the programs.

**Disclaimer: Due to the Covid-19 outbreak, most in-person programming is cancelled. The programs listed will likely be conducted via webinar. Many courses are in the process of being rescheduled and more information will be published as dates and locations are provided. If you are organizing or running a program not listed, please contact the Local Government Center.**

**July 2020**

Wednesday, July 8, 2020– **“Avoiding Common Mistakes”** – League of Wisconsin Municipalities. Online. Free for LWMMI Insured, $50 all others. For more information, contact the League of Wisconsin Municipalities.

Thursday, July 9, 2020– **“The Next Government Workforce”** – Local Government Center. Part of the 202 Issues, Challenges, and Strategies webinar series. 12:00-1:20 p.m. $30. For more information and to register, visit: <https://localgovernment.extension.wisc.edu/distance-education/current-issues-affecting-local-government-officials/>

Tuesday, July 14- Tuesday, July 21, 2020 – **“Budgeting for Public Works”** – Transportation Information Center. Online. You will learn how to use various budget formats to communicate your department’s operational costs, benefits, effectiveness, and changes over time, as well as work with your agency’s capital budgeting process to meet long range department needs. Registration fee is $150 and includes all course materials. Session dates and times are as follows:

Tuesday, July 14, 2020 from 8:30 a.m.-11:30 a.m.

Tuesday, July 21 from 8:30 a.m.- 11:30 a.m.

To register, visit:

<https://uw.ungerboeck.com/prod/emc00/regload.html?OrgCode=10&EvtID=25324&AppCode=REG&CC=120042755472&REGTYPE=3100-101&Timeout=1000&GACode=UA-68094028-1>

Thursday, July 23, 2020- Friday July 24, 2020– **“County Board Chairs Forum”** – Wisconsin Counties Association. Location: Hotel Mead and Conference Center, 451 East Grand Avenue, Wisconsin Rapids, WI 54494. July 23, 12:00 p.m.- July 24, 4:00 p.m. For more information, contact WCA.

Thursday, July 23, 2020– **“We’ve Always Done it that Way is Over: What’s Next?”** – Local Government Center. 12:00-1:20 p.m. Part of the 2020 Issues, Challenges, and Strategies webinar series, sponsored by Extension’s Local Government Leadership Academy. For more information and to register, visit: <https://localgovernment.extension.wisc.edu/distance-education/current-issues-affecting-local-government-officials/>

**August 2020**

Tuesday, August 4- Thursday, August 13, 2020 – **“Fundamentals of Public Works Operations”** – Transportation Information Center. Online. In this two-day course, you will focus on managing the range of services and operational issues in a public works department. Students will give a presentation on day two of the course, on a topic of their choice. Registration fee is $335 and covers morning and afternoon breaks, scheduled lunches and course materials. Session dates and times are as follows:

Tuesday, August 4, 2020 from 8:30 a.m. to 11:30 a.m.

Wednesday, August 5, 2020 from 8:30 a.m. to 11:30 a.m.

Wednesday, August 12, 2020 from 8:30 a.m. to 11:30 a.m.

Thursday, August 13, 2020 from 8:30 a.m. to 11:30 a.m.

To register, visit: [https://uw.ungerboeck.com/prod/emc00/PublicSignIn.aspx?&SessionID=fb2ff0fenfe3fa0fcnfe2&Lang=\*](https://uw.ungerboeck.com/prod/emc00/PublicSignIn.aspx?&SessionID=fb2ff0fenfe3fa0fcnfe2&Lang=*)

Wednesday, August 12, 2020 – **“Leading at a Distance: Managing Virtual Staff and Teams”** – Certified Public Manager Program. Online. 9:00 a.m. – 3:45 p.m. Increasingly, we’re seeing more organizations with employees who work from home, live in other states, and often live in other countries. Learn to “lead from a distance” by understanding the challenges and best practices for working with individuals and virtual teams who are not physically in your office. Learn how to build trust, navigate conflict, make decisions, and conduct engaging meetings with virtual staff and teams. Registration fee is $355 gov’t/ nonprofit, $245 other. For more information and to register, visit: <https://continuingstudies.wisc.edu/classes/lead-distance-manage-virtual-staff/>

Wednesday, August 19, 2020 – **“Professional Writing: Effective Workplace Communication”** – Certified Public Manager Program. Online. 8:30 a.m. – 3:15 p.m. This workshop will help you master the writing skills necessary to communicate effectively with internal and external audiences in today’s professional environment. Learn techniques of document structure, grammar, and style proven to enhance credibility, connection, and influence. You’ll learn the most common credibility-damaging errors and tips for avoiding them. You’ll practice applying these techniques to your own work situations. Registration fee is $365, gov’t/ nonprofit $255, CPM candidates $225. For more information and to register, visit: <https://continuingstudies.wisc.edu/classes/professional-writing-elements-of-effective-workplace-communication/>

Tuesday, August 25- Thursday, August 27 2020 – **“League’s Chief Executives Workshop”** – League of Wisconsin Municipalities. A 3-day webinar from 11:30-1:30 each day. Each webinar will include a panel discussion, time for questions and a roundtable. Details to be announced soon.

An EEO/AA employer, UW-Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX and American with Disabilities (ADA) requirements. Requests for reasonable accommodations for **disabilities or limitations should be made prior to the date of the program or activity for which it is needed. Please do so as early** as possible prior to the program or activity so that proper arrangements can be made. Requests are kept confidential.