

2023 KENTUCKY MUNICIPAL CLERKS INSTITUTE

JULY 17 - 21, 2023
ORIGIN HOTEL
4174 ROWAN
LEXINGTON, KY 40509



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KENTUCKY MUNICIPAL CLERKS ASSOCIATION

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KENTUCKY LEAGUE OF CITIES

UNIVERSITY OF KENTUCKY MARTIN SCHOOL OF
PUBLIC POLICY AND ADMINISTRATION

2023 Kentucky Municipal Clerks Institute

Tentative Agenda

All times are EDT.

Sunday, July 16

5:00 p.m. – 7:00 p.m. **Registration**
Hospitality Room – Origin Hotel

Monday, July 17

7:00 a.m. – 8:00 a.m. **Breakfast**

7:00 a.m. – 8:00 a.m. **Registration**

8:00 a.m. – 12:00 p.m. **City Clerk 101**
Kathy Walker, MMC/KMMC, KMCA President, City Clerk, City of Nicholasville
Stephanie Settles, CMC/CKMC, KMCA Education Chair, City Clerk & Treasurer, City of Paris
Jay McChord, President/CEO, McChord Inc. - Leading & Communicating in Times of Chaos

12:00 p.m. – 1:00 p.m. **Lunch**

1:00 p.m. – 3:00 p.m. **Successfully Identifying & Articulating Your Differentiation & Value**
Jay McChord, President/CEO, McChord Inc.

3:00 p.m. – 4:00 p.m. **Planning & Zoning for City Officials**
David Pike, Attorney, Pike Legal Group

4:00 p.m. – 5:00 p.m. **Elected Official Orientation Preparation and Employee Onboarding**
Kathy Walker, MMC/KMMC, City Clerk, City of Nicholasville
Stephanie Settles, CMC/CKMC, City Clerk & Treasurer, City of Paris

Dinner on Your Own

Tuesday, July 18

7:00 a.m. – 8:00 a.m. **Breakfast**

8:00 a.m. – 10:00 a.m. **Turbocharge your Life with Emotional Intelligence**
Jaclyn Badeau, Badeau Consulting

10:00 a.m. – 12:00 p.m. **Conflict Management: Did We Just Become Best Friends?**
Jaclyn Badeau, Badeau Consulting

12:00 p.m. – 1:00 p.m. **Lunch**

1:00 p.m. – 3:00 p.m. **Personnel Compliance Issues**
Chris Johnson, KLC Personnel Services Managing Attorney

3:00 p.m. – 5:00 p.m.

Data-Driven Decision Making

Stephen Pracht, Grant Writer, City of Nicholasville
Jessica Fletcher, Marketing Analytics Director, KY Center for Statistics

Dinner on Your Own

Wednesday, July 19

7:00 a.m. – 8:00 a.m.

Breakfast

8:00 a.m. – 9:30 a.m.

Municipal Licenses & Fees

Megan Griffith, KLC Municipal Law Attorney

9:30 a.m. – 11:00 a.m.

Opioid Settlement

Morgain Patterson, KLC Director of Municipal Law

11:00 a.m. – 12:00 p.m.

Calculating City Property Tax

Tammy Vernon, Branch Manager, Department for Local Government
Brandon Gibson, Staff Attorney, Department for Local Government
Keeaira Lail, Local Government Advisor, Department for Local Government
Rebecca Morton, Local Government Advisor, Department for Local Government

12:00 p.m. – 1:00 p.m.

Lunch

1:00 p.m. – 2:30 p.m.

Sidewalk Liability

Shayne Lingg and Jessica Spriggs, Precision Concrete Cutting

2:30 p.m. – 4:00 p.m.

State and Federal Grants – Procedure & Availability

Emily Hathcock, PCED, Associate Director of Planning & Development, Barren River Area Development District

4:00 p.m. – 5:00 p.m.

Ordinance Codification

Rich Frommeyer, Sales Representative, American Legal Publishing

Dinner on Your Own

Thursday, July 20

7:00 a.m. – 8:00 a.m.

Breakfast

8:00 a.m. – 10:00 a.m.

Budget Basics for City Clerks

Morgain Patterson, KLC Director of Municipal Law

10:00 a.m. – 12:00 p.m.

Social Media to Promote Your City

Morgain Patterson, KLC Director of Municipal Law

12:00 p.m. – 1:00 p.m.

Lunch

1:00 p.m. – 2:00 p.m.

Retention of Boards & Commissions

Morgain Patterson, KLC Director of Municipal Law

2:00 p.m. – 3:00 p.m.

Employee Disciplinary Procedures

TBD

3:00 p.m. – 4:00 p.m.

Federal Employment Law Update

Derrick Wright, Attorney, Sturgill, Turner, Barker & Moloney, PLLC

4:00 p.m. – 5:00 p.m.

Payment Tools & Resources

*Doug Goforth, KLC Deputy Executive Director
Sean Walker, KLC Software Development Manager*

5:00 p.m. – 6:00 p.m.

Reception

Sponsored By: KLC Insurance Services



Friday, July 21

7:00 a.m. – 8:00 a.m.

Breakfast

8:00 a.m. – 9:00 a.m.

New Annexation Law

Morgain Patterson, KLC Director of Municipal Law

9:00 a.m. – 10:00 a.m.

OSHA Reporting

Chris Hayes, KLC Loss Control Consultant

10:00 a.m. – 11:00 a.m.

Competitive Personnel Policies

Michael Simon, KLC Personnel Services Attorney

11:00 a.m. – 12:00 p.m.

Clerk FAQ Session

*Kathy Walker, MMC/KMMC, KMCA President, City Clerk,
City of Nicholasville
Stephanie Settles, CMC/CKMC, KMCA Education Chair, City
Clerk & Treasurer, City of Paris
Megan Griffith, KLC Municipal Law Attorney*

12:00 p.m. – 1:00 p.m.

KMCA Banquet