# Verification of Attendance

Thank you for your participation in the CCAP Academy for Excellence in County Government and for your interest in pursuing elective course credit for the CCAP Virtual County Administration Conference sessions. To receive elective course credit (one credit per hour presentation), you must view the live or recorded session in its entirety. Complete the form below indicating each session you completed and your credit(s) will be documented in your program transcript. For program information, contact Mandi Glantz at (717) 736-4739 or *mglantz@pacounties.org.*

The Academy for Excellence in County Government Committee applauds your commitment to the program, its policies and your colleagues. To promote maximum learning amongst attendees, full attendance at each session, or viewing the recording in its entirety, is expected and required. Please note the Academy is a learning community in which being on time, not leaving prematurely and participating fully are crucial to the dynamics of the learning process. Commitment to the process of creating a community for inquiry, receptivity and discussion should be respected. Thank you for your cooperation and understanding of this attendance policy.

## 2021 CCAP Virtual County Administration Conference

**Day One: June 2, 2021** (*Up to four credits available for Day One*)
- ❑ General Session, 10 a.m. - noon (*Two elective credits*)

- ❑ Breakout *(Choose one, one elective credit)*
    - ❑ The COVID-19 Vaccine: Guiding Your Workforce
    - ❑ Real Life Discipline
    - ❑ Preparing for Lease Accounting Under GASB 87
    - ❑ Vendor Management and Partnerships

- ❑ Roundtable *(Choose one, one elective credit)*
    - ❑ Chief Clerks'/Administrators' Roundtable
    - ❑ HR/Personnel Directors' Roundtable
    - ❑ Budget/Finance Directors' Roundtable
    - ❑ IT Directors' Roundtable

**Day Two: June 3, 2021** (*Up to two credits available for Day Two*)
- ❑ Breakout *(Choose one, one elective credit)*
    - ❑ Employment Law Updates: A County Administration View
    - ❑ FLSA Issues for County HR Personnel
    - ❑ Coronavirus Stimulus Funding
    - ❑ IT Strategic Planning and Roadmapping

- ❑ Breakout *(Choose one, one elective credit)*
    - ❑ Handbook Best Practices
    - ❑ Understanding Your County's Financial Statements
    - ❑ IT Budget for 2022 and Beyond

Participant's Name: _____

County: _____

Signature: _____ Date: _____

❑ Commissioner/Council Member    ❑ Chief Clerk/County Administrator    ❑ Asst. Chief Clerk/Co. Administrator
❑ County Executive    ❑ Solicitor    ❑ Asst. Solicitor