

Registration

Name: _____

Title: _____

Agency: _____

Mailing Address: _____

City: _____

Zip: _____

Telephone: _____

Fax: _____

Email: _____

**Cost of attendance is
\$75/person**

**Checks should be made out
to:**

**Iowa State University
and mailed to:
Institute for Transportation
ISU Research Park
2711 South Loop Dr Ste #4700
Ames, IA 50010**

**Registration ends Friday,
November 5th, 2010**

You may mail registrations in, e-mail them to rsperry@iastate.edu, or fax them to 515-294-0467. Checks do not have to accompany the registration but please note whether it will be sent later or whether you want us to bill you. If you have questions concerning the registration process, please contact Kris Angaran at 515-294-8103. We look forward to hearing from you soon.

486-0524
Center for Transportation
Research and Education
ISU Research Park
2711 South Loop Dr #4700
Ames, IA 50010

Module 10 Operations & Maintenance



**Tuesday, November 9, 2010
at the
Institute for Transportation
2711 S Loop Dr, Ste 4700
Ames, IA**

WHO SHOULD ATTEND: The Academy is designed for "all". It is a series of education/training programs concentrating on management and leadership development. Courses relate to increased managerial ability. Audiences will be made up of first line supervisors and up - *"Those aspiring to become leaders"*. Presentations will be made by Iowa's professional community leaders. Certificates of completion will be awarded.

Meet your speakers:

Jim Dickinson: Jim is the head of the Traffic Department for the City of West Des Moines.

Michael Duffy: Michael is the Operations Superintendent for the City of Cedar Rapids.

Dave Shanahan: Dave is the County Engineer for Cherokee County.

Tom McDonald: Tom is the Safety Circuit Rider for LTAP at InTrans.

Chad Schaffer: Chad is the City Engineer for the City of Fort Dodge.

Sally Ortgies: Sally is the Superintendent of Parks for the City of West Des Moines.

Pat Sauer: Pat is the Stormwater Services Coordinator for the Association of Municipal Utilities.

Operations and Maintenance Agenda

8:15 Registration

8:30 Introduction

Bob Sperry

**Transportation- Traffic
Jim Dickinson**

**Roadway & Street
Maintenance**

Michael Duffy

Break

**County Gravel Road
Maintenance
Dave Shanahan**

**Work Zone Safety
Tom McDonald**

Lunch

**Water/Waste Water
Chad Schaffer**

**Parks & Cemeteries
Sally Ortgies**

Break

**Storm Water Runoff
Pat Sauer**

**Structures/Facilities
Speaker TBA**

3:45 Certificates/Dismiss

The complete series of core modules for the Leadership Academy includes:

- 1. Supervisory Techniques and Skills**
- 2. Team Development**
- 3. Effective Communication Skills**
- 4. Leadership Skills**

- 5. Community Service/Customer Orientation Skills**
- 6. Legal Understanding - Video Taping 10/7/10**
- 7. Fundamentals of Government**
- 8. Finance**
- 9. Resource Management Skills**
- 10. Operations & Maintenance Workshop 11/9/10**
- 11. Basic Management Skills**

Modules 6 and 10 will be available 3-4 weeks after the videotaping. The rest are currently available on the web through distance learning.

http://www.intrans.iastate.edu/ltap/leadership_academy.htm

Each module will cost \$75 per person to attend or take on the web.

If you have questions on material content of any of these modules, please contact Robert Sperry at 515-294-7311 or rsperry@iastate.edu Questions about registration may be directed to Kris Angaran at 515-294-8103 or krisa@iastate.edu.