

TO REGISTER, VISIT:

micountyroads.org/CommissionersSeminar



REGISTRATION INFORMATION

- ▶ \$179 Commissioners Seminar
- ▶ Spouse/guest tickets for Commissioners Seminar are \$89 and include all meals.

CRA is now accepting registrations for the Commissioners Seminar at:
micountyroads.org/CommissionersSeminar.

If you need help registering, please call 517.482.1189.

HOTEL INFORMATION

Grand Traverse
Resort and Spa
100 Grand Traverse Village Blvd.,
Acme, MI

To reserve a hotel room for the Commissioners Seminar, call (800) 968-7352 and request the "CRA's Commissioners Seminar" room block.



ARRANGEMENTS BY COMMISSIONERS COMMITTEE

CHAIR: Ray Roberts, Marquette
VICE CHAIR: Frank Fiala, Barry
Steve Cameron, Gladwin
Tom Doty, Mackinac
Tim Elkins, Genesee
Michael Frederick, Clinton
Doug Fuller, Washtenaw
Ronald Gerstenberger, Sanilac
Lorne Haase, Wexford
Andrea LaLonde, Oakland
David Medema, Kent
Russell Williams, Marquette

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ON THE
ROAD TO
LEADERSHIP

2021

COMMISSIONERS SEMINAR

October 3-5, 2021
Grand Traverse Resort, Acme, MI

2021 SESSIONS INCLUDE:

- ▶ The proper role of the road commission chair
- ▶ Working with townships
- ▶ Respecting the CAO through difficult situations
- ▶ Grants available for road agencies
- ▶ And much more!



SUNDAY, OCTOBER 3

5-6 p.m. **Registration**

6:30 p.m. **Welcome**
Fred Peivandi, PE,
 CRA President and Managing
 Director, Genesee County Road
 Commission

OPENING PICNIC

8-10 p.m. **Euchre Tournament**

MONDAY, OCTOBER 4

7-8 a.m. **BREAKFAST**

8 a.m. **GENERAL SESSION I**
 Presiding and Opening Comments:
 Chair, **Ray Roberts** (Marquette)

Pledge of Allegiance

8:05-8:40 a.m. **Commissioner: Which hat are you wearing? Pause and reflect**
 Road commissioners wear many hats during your career. pick the right "hat" or role for board service.

Ray Roberts, Commissioner,
 Marquette County Road Commission
 and CRA Commissioners Committee
 Chair

8:40-9:30 a.m. **What's in a chair? The proper role of the county road commission chair**
 We begin with the basics! Many counties rotate the road commission chairmanship among the 3 or 5 commissioners. That means every member needs an understanding of the specific responsibilities of the chair – and there are many

Larry Merrill, Senior Policy
 Consultant, Center for Local
 Solutions, Public Policy
 Associates, Inc.

9:30-9:45 a.m. **Panel: Reflections on having a successful board chairmanship**
Steve Cameron, Commissioner,
 Gladwin County Road Commission
Gail Watkins, Chair, Clinton County
 Road Commission

9:45-9:55 a.m. **BREAK**

9:55-10:30 a.m. **Working with townships: Sources of friction, feasible solutions**
 Most conflicts a county road agency encounters when working with townships come from poor communication and local politics gone bad. Township relations can make or break a road commission, even up to changing the road commission structure. Barry County talks about the strides they've made to establish and maintain good township relationships. **BRING YOUR QUESTIONS!**

Brad Lamberg, PE, Managing Director,
 Barry County Road Commission, CRA Board

10:30-10:45 a.m. **BREAK**

10:45-11:45 a.m. **Good management of your manager**
 A key responsibility of the commission is to evaluate its only employee: The chief administrative officer (CAO). Surprisingly, some commissions let this role slip on by – which is not a path to improvement! Leave with tools for doing better performance appraisals.

Larry Merrill, Senior Policy Consultant,
 Center for Local Solutions, Public
 Policy Associates, Inc.

12-12:30 p.m. **LUNCH**

12:30-1:15 p.m. **KEYNOTE - AMP up your communication: How to disagree without being disagreeable**
Mimi Brown, CEO, Amp Up Success

GENERAL SESSION II
 Presiding: Vice Chair, **Frank Fiala** (Barry)

1:25-2:25 p.m. **Respecting the CAO through difficult situations**
 Beyond the annual evaluation, commissioners should have guidelines for possible difficult CAO situations. Having written policies ahead of time can remove emotion and create stability for the entire organization, while respecting the individual. This session covers the CAO employment agreement, at-will status vs. contract, causes for dismissal, appropriate severance and improvement plans to get things back on the right track.

Mike Kluck, Attorney,
 Michael R. Kluck & Associates

2:25-2:45 p.m. **How we do it: Managing the manager**
 Two county road agencies talk about how they have handled these responsibilities and improved the commissioner-CAO relationship.

Frank Fiala, Chair, Barry County
 Road Commission
Rodney Chupp, CIC, Commissioner,
 St. Joseph County Road Commission

2:45-2:55 p.m. **BREAK**

2:55-3:30 p.m. **Grants available to the road agency**
 Many county road agencies receive competitive grant dollars to leverage their federal and state dollars. Learn about four important categories of grants, and examples of projects road agencies have performed with them.

Steve Puuri, PE, Engineering Specialist,
 County Road Association of Michigan

3:30-4 p.m. **Nuts & Bolts: Questions from the audience**
CRA staff to facilitate

4 p.m. **Adjourn**

6 p.m. **RECEPTION** (cash bar)

7 p.m. **BANQUET**
 Presiding – Chair, **Ray Roberts** (Marquette)

TUESDAY, OCTOBER 5

7-8 a.m. **BREAKFAST**

8 a.m. **General Session II**
 Presiding: Chair, **Ray Roberts** (Marquette)

8:05-8:45 a.m. **From the manager's chair: Best practices for commissioner interactions**
 A veteran manager talks about how a commissioner can present ideas to the manager, how to best help the road agency's mission and areas that may be out of bounds. Consider the manager's perspective for the best working relationship!

Jim Iwanicki, PE, Engineer-Manager,
 Marquette County Road Commission,
 CRA Board

8:45-9:45 a.m. **Who's up next? Succession planning for leadership**
 To be effective in the 21st century, commissioners should be thinking about succession planning for the CAO. With thin budgets for the last decade, there's often not an obvious #2 on staff. Ensuring a plan is in place for who's up next is an important role for commissioners.

Todd Surline, CEO, Hiring
 Solutions, LLC

9:45-10:15 a.m. **Panel: One road commission's take on succession planning**
Darrell Cass, PE, Engineer
 Manager, Menominee County
 Road Commission
Tony Kakuk, Commissioner,
 Menominee County Road
 Commission

10:15-10:45 a.m. **Compensation at the road agency: MiRAD can help**
 CRA's communication and engagement manager describes the wealth of data available to commissioners in the Michigan Road Agency Database (MiRAD). Compensation data can help create a compensation plan. Data can be sorted for like-sized, geographically similar road agencies.

Dustin Earley, Manager of
 Communications and Engagement,
 County Road Association of Michigan

10:45 a.m. **Closing Remarks**
Ray Roberts, Chair

11 a.m. **Door Prizes & Adjournment**

