Western Legislative Service Agency and Research Directors Committee

Fall Training Seminar

September 30-October 3, 2012
The Hyatt Escala Lodge
Park City, Utah

PRELIMINARY AGENDA

Chair: Pam Varni, Executive Director, Alaska Legislative Affairs Agency
Vice Chair: Mike Christensen, Director, Utah Office of Legislative Research & General Counsel

Sunday, September 30

Afternoon/Evening: Check in at The Hyatt Escala Lodge
3551 North Escala Court
Park City, UT 84098
435-940-1234

Late Afternoon
Depart hotel at 3:15 pm
Optional Tour of Utah Olympic Park (A small admission fee applies)
Just a short drive from our hotel is the Utah Olympic Park which was home to the 2002 Winter Olympics and is still used to train world athletes. Our one-hour shuttle tour will showcase world’s highest Nordic ski jumps and one of the fastest sliding tracks in the world. Learn about the inner-workings of one of the most complex Olympic venues in the world.

Evening
Free

Monday, October 1

Hyatt Escala Lodge - Suite 608A

8:00 – 8:30am Breakfast

8:30 – 8:45am Welcome and Introductions
Monday, October 1 (cont.)

8:45am – Noon  
Crucial Conversations: Tools for Talking When the Stakes are High  
Darrell Harmon, Master Trainer, People Smart Solutions, Draper, Utah  
Using interactive exercises, video clips and stories, Darrell Harmon will help legislative staff leaders understand how to engage in productive dialogue at work and resolve disagreements in a safe environment. This training is based on the best-selling book Crucial Conversations. In addition to training Utah legislative staff in these skills, Mr. Harmon has worked in training and human resources in a variety of organizations and businesses in the US and Western Europe.

12:00 – 1:30pm  
Working Lunch - White Pine Rotunda  
Report from the States on What Happened in 2012 Sessions and What’s Coming Up in 2013 (no more than 5 minutes per state)

1:30 – 1:45pm  
Break – Return to Suite 608A

1:45 – 2:30pm  
Legislative Management Discussion  
Panel Leader: Raul Burciaga, Director, New Mexico Legislative Council Service  
Panelists: TBD

2:30–3:15pm  
Legislative Management Discussion  
Panel Leader: Jeff Youtz, Director, Idaho Legislative Services  
Panelists: TBD

3:15 – 3:30pm  
Break

3:30-4:30pm  
Case Study in Legislative Management TBD  
Leader: Charlotte Carter-Yamauchi, Acting Director, Hawaii Legislative Reference Bureau

4:30pm  
Adjourn for the Day

5:45pm  
Meet in Lobby of Hyatt Escala for walk (taxis?) to dinner

6:00 – 8:30pm  
Reception/Dinner at (name)  
Insert location, telephone #
Tuesday, October 2

The Hyatt Escala Lodge - Suite 608A

8:00 – 8:30am
Breakfast

8:30 – 9:45am
Managing Generations in the Workplace
Dr. Kari T. Ellingson, Associate Vice President for Student Development, University of Utah, Salt Lake City, Utah

9:45 – 10:00am
Break

10:00–10:45am
Panel on Legislative Management To Be Determined
Panelists: TBD

10:45–11:00am
Break

11:00-Noon
Utah Commentator on 2012 Elections: What’s in Store for the Nation and the States
Utah Political Scientist TBD
Discussion: All participants

Noon – 1:15pm
Box Lunch Business Meeting/Officers Election - White Pine Rotunda
Limited to LSA/RD members and CSG-WEST staff

1:15 – 1:30pm
Break

1:30 – 4:30pm
Crucial Confrontations: Tools for Resolving Broken Promises, Violated Expectations, and Bad Behavior
Darrell Harmon, Master Trainer, People Smart Solutions, Draper, Utah
Based on the best-selling book Crucial Confrontations, this afternoon’s program will help legislative staff leaders learn skills to manage crises or prevent serious work problems that get in the way of organizational success.

4:30pm
Adjourn

6:15pm
Meet in the lobby of the Hyatt Escala to walk or drive to dinner

6:30 – 9:30pm
Reception/Dinner at (name of restaurant)
(location and phone #)
Wednesday, October 3

7:30 am
Check out and meet in lobby of Hyatt Escala for trip to Salt Lake City for continental breakfast and Capitol tour.

8:15-9:45 am
Continental Breakfast and tour of Utah State Capitol and Legislative Buildings

10:00 a.m.
Depart for home (The Salt Lake City airport is a 10-minute drive or cab ride from the State Capitol).