



*North Carolina Association
of County Clerks
to the
Boards of County Commissioners*

August 17, 2018

Dear County Clerks, Deputy Clerks, Municipal Clerks, & COG Administrative Assistants/Clerks,

The North Carolina Association of County Clerks' Piedmont Regional Workshop will be held in Caswell County on Friday, September 28, 2018. Hosting Clerk Paula Seamster, the Program Committee, and Trey Allen have all worked hard to plan a day that will be informative and engaging for attendees. I hope you will take advantage of this great learning and networking opportunity!

If you are unable to attend this workshop, there are additional opportunities in Onslow County on September 14 and in Gaston County on October 5.

I look forward to seeing everyone in Yanceyville on September 28!

Sincerely,

A handwritten signature in black ink that reads "Laura M. Williams".

Laura M. Williams, President
NC Association of County Clerks



CASWELL COUNTY

Board of Commissioners

"Preserving the Past – Embracing the Future..."

August 17, 2018

Dear County Clerks, Deputy Clerks, Municipal Clerks and COG Administration Assistants/Clerk:

The date for our Piedmont Regional Academy is quickly drawing near and Caswell County is anxiously looking forward to hosting on Friday, September 28, 2018 at the Caswell County E-911 Center. The Planning Committee has put together a great agenda.

A block of rooms has been reserved at the Quality Inn of Reidsville for those who would like to come and stay overnight. Room rates are \$74 per night. The Group Code is "Piedmont Clerks Workshop". The Quality Inn of Reidsville is located at 2203 Barnes Street, Reidsville, NC. Their telephone number is 336-634-1275 and the cut-off date to make reservations is Friday, September 14, 2018. After this date the rate will go back up to \$89 per night.

For those of you who are coming in on Thursday, September 27, 2018 if you would like to get together for dinner please let me know by Friday, September 14, 2018 so I can make reservations at the Celtic Fringe or another restaurant in Reidsville. After the Piedmont Regional Academy if anyone is interested we can take a tour of the Historic Courthouse and Richmond-Miles History Museum.

Enclosed is your registration packet which included a message from our President, Agenda, Registration form, Hotel Information and Directions to the Caswell County E-911 Center.

If you have any questions please contact me at 336-694-4193 Ext. 201 (office), 336-694-3262 (cell) or pseamster@caswellcountync.gov. We look forward to seeing you in Caswell County on September 28th or on September 27th if you are interested.

Sincerely yours,

Paula P. Seamster
Clerk to the Board



Eastern Regional IIMC Academy
Sponsored by the UNC School of Government
In Cooperation with the North Carolina Association of County Clerks
Friday, September 28, 2018 – Caswell County
Caswell County E-911 Center
314 North Avenue
Yanceyville, NC 27379

- | | |
|-------------------------|---|
| 8:30 a.m. - 9:00 a.m. | Registration and Continental Breakfast |
| 9:00 a.m. - 9:15 a.m. | Welcome and Introductions
Paula P. Seamster, Clerk to the Board |
| | Welcoming Remarks
Bryan Miller, County Manager |
| 9:15 a.m. – 10:15 a.m. | 2018 Legislative Update for County Clerks
Trey Allen, Assistant Professor of Public Law & Government, UNC School of Government
<i>In the short session of 2018, the NC General Assembly passed a number of laws that could have a significant impact on counties. Trey Allen will highlight the new laws that county clerks need to be aware of.</i> |
| 10:15 a.m. - 10:30 a.m. | Break |
| 10:30 a.m. - 12:00 p.m. | Active Shooter/Threat Preparedness and Proactive Response Considerations
William Halliburton, Law Enforcement Risk Control Specialist, NC Association of County Commissioners
<i>This timely training will address the need for all employees to understand and maintain “situational awareness” as it relates to active safety threats, especially active shooters. The session will explore the developmental stages of an active shooter and the warning signs people should look for. It will also provide insight into the physiological changes some people experience during an active threat situation and review the Run-Hide-Fight recommendations developed by the Department of Homeland Security.</i> |
| 12:00 p.m. - 1:00 p.m. | Lunch on Site |

1:00 p.m. - 2:30 p.m.

The Amazing Race: Public Notices Edition

Trey Allen, Assistant Professor of Public Law & Government, UNC School of Government

In this exciting session, clerks will divide into teams and race through an array of statutes in an effort to be the first team to complete a series of public notice problems without making any mistakes. Participation in this session will expand and reinforce clerks' understanding of public notice requirements applicable to various local governing board actions.

2:30 p.m. – 2:45 p.m.

Break

2:45 p.m. – 4:00 p.m.

I Second that (E)Motion?

Trey Allen, Assistant Professor of Public Law & Government, UNC School of Government

The proper treatment of motions can be one of the most challenging aspects of board meetings. This hands-on session will put clerks on the hot seat by requiring them to dispose of motions correctly in mock-meeting scenarios. Participants will gain an advanced understanding of the order of precedence and related topics.

4:00 p.m.

Closing Remarks/Adjournment

Note: Clerks who attend all Academy sessions and complete the required assessment will be eligible to receive 2.5 CMC/MMC points and 5.0 NCCCC hours. No partial credit can be awarded.

2018 NCACC Regional Academies Instructor Biographies

Trey Allen joined the faculty at the UNC School of Government as Assistant Professor of Public Law and Government in 2013. He was previously an attorney at Tharrington Smith LLP in Raleigh, where he represented local school boards. Prior to that Trey served as a law clerk for Justice Paul M. Newby of the North Carolina Supreme Court and as a judge advocate in the United States Marine Corps. Trey earned a bachelor's degree from the University of North Carolina at Pembroke and a law degree from the University of North Carolina at Chapel Hill, where he was a published staff member of the North Carolina Law Review. Trey's areas of expertise include local government liability, the general regulatory authority of local governments, and board procedures. Trey serves as the School of Government's advisor to municipal and county clerks.

William Halliburton is Law Enforcement Risk Control Specialist for the NC Association of County Commissioners. He has 26 years of law enforcement experience, including 4 years as an assistant chief and 5 years as Chief of Police. He worked for many years in high liability areas such as patrol operations, narcotics, SWAT and executive management. Bill was a NC general instructor, H&K SWAT instructor and NC Rapid Deployment instructor.

*NORTH CAROLINA ASSOCIATION OF COUNTY CLERKS
PIEDMONT REGIONAL ACADEMY*

Sponsored by the UNC School of Government in Cooperation with the NC Association of County Clerks

**Caswell County E-911 Center
314 North Avenue
Yanceyville, NC 27379**

September 28, 2018

REGISTRATION FORM

Name: _____

Title: _____

County: _____

Address: _____

Phone: _____

Email: _____

Registration Fee: \$55.00

Registration Deadline: Friday, September 14, 2018

Make check payable to: NC Association of County Clerks

Please mail check and registration form to:

**Paula P. Seamster
Caswell County Clerk to the Board
PO Box 98
Yanceyville, NC 27379**

Please note any special diet restrictions or needs: _____

Directions to Quality Inn
2203 Barnes Street
Reidsville, NC 27320
(336) 634-1275

From Charlotte:

- Follow I-77 North/US-21 North toward Statesville.
- Merge onto I-85 via Exit 13A towards Greensboro
- Merge onto I-85 Bus N/US-7- E/US-20 N via Exit 120A towards Greensboro
- Take the US-220 N/US-29 N/US-70 E exit, Exit 223, towards Reidsville
- Merge onto S Ohenry Blvd N
- S Ohenry Blvd becomes US-29N
- Take the Barnes Street exit, Exit 150, towards Reidsville/Downtown
- Keep right to take the ramp towards Burlington
- Quality Inn on left

From Greensboro:

- Follow I-40 East/I-85 North Branch
- Take the US-29 N ramp towards Reidsville
- Merge onto S Ohenry Blvd N
- S Ohenry Blvd becomes US-29N
- Take the Barnes Street exit, Exit 150, towards Reidsville/Downtown
- Keep right to take the ramp towards Burlington
- Quality Inn on left

Directions to Caswell County E-911 Center
314 North Avenue
Yanceyville, NC 27379

From Hillsborough:

- Follow 86 N into Yanceyville. When you get to the 1st stop light the State Employees Credit Union will be on your right. Turn left at the light. The E-911 Center is immediately on your left.

From Greensboro:

- Turn right off of 158 onto 86S. When you get to the next stop light the State Employees Credit Union will be on your left. Turn right at the light. The E-911 Center is immediately on your left.