

TEXAS ASSOCIATION *of* COUNTIES

» 2017 EDUCATION *AND* TRAINING «

OPPORTUNITIES



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County officeholders, more than any other public officials, are directly involved in the nuts and bolts of government. Each year, county officials and staff must know more than they did the year before. Education is not an option, it is a must.

The Texas Association of Counties' (TAC) major focus has long been to provide necessary education and hands-on learning where counties need it, when they need it and how they need it.

CONTINUING EDUCATION

Through formal education programs and hands-on training workshops, the Association delivers education to provide mandatory training hours for most elected county officials and non-credit training hours for county staff. Instructional formats vary greatly, from a highly interactive 35-hour course limited to 25 participants, to a statewide public policy conference with more than 1,000 attendees, to regional workshops for newly elected officials held at various locations around Texas, to on-site training specific to the county's need.

TAC also supports the continuing education programs for organizations affiliated with TAC and enlists Texas' major universities as education co-sponsors for TAC education and training programs.

RISK MANAGEMENT TRAINING

Managing risk and controlling county losses are important concerns for the Association. A wide variety of risk control and wellness training programs are available for members of the TAC Risk Management Pool (TAC RMP) and TAC Health and Employee Benefits Pool (TAC HEBP). These trainings are delivered in a multitude of formats — from on-site workshops and simulation training to webinars and online courses — and are customized to meet counties' needs.





Training Opportunities

Judicial Education



The goal of the Texas Judicial Academy, a partnership between TAC and the Texas Tech University School of Law, is to provide progressive judicial education curriculum for constitutional county judges

and court personnel. Training is designed for the unique needs of new judges, experienced judges, court personnel and county judges with limited judicial responsibilities. Courses present balanced training in probate, criminal, juvenile, civil, ethics, fairness and general judicial subjects.

The TAC Judicial Education Program is partially funded by a Judicial and Court Personnel Training Fund Grant (administered by the Texas Court of Criminal Appeals), which provides limited reimbursement for travel, lodging and meals. The grant reimburses county judges for one TAC Judicial Education Session or one probate school each state fiscal year (Sept. 1 - Aug. 31) and also reimburses court assistants for one training conference at state rates each fiscal year. Registration fees are not reimbursable. Conference information and registration forms are mailed to county judges approximately six weeks prior to each major program. Some judicial event dates are listed below to help participants plan.

Judicial Education Opportunities

COURT ASSISTANTS TRAINING CONFERENCE

March 8-10, 2017, at the Overton Hotel and Conference Center in Lubbock

Specialized for county judges' secretaries, administrative assistants and court assistants, this 14-hour course offers programs from peers and professionals. Allowable meals, lodging and travel expenses will be reimbursed.

SPRING JUDICIAL EDUCATION SESSION

March 29-31, 2017, at the Overton Hotel and Conference Center in Lubbock

The Judicial Education Session for constitutional county judges offers a comprehensive judicial education curriculum. Structured courses present balanced training in courtroom rules and procedures. Allowable meals, lodging and travel expenses will be reimbursed.

PROBATE ACADEMY

May 10-12, 2017, at the Overton Hotel and Conference Center in Lubbock

This new program is based on members' feedback and will address the issues encountered in hearing and disposing of a general jurisdiction probate docket. The course consists of 16 hours of continuing education, including statutory and case law instruction, docket management, guardianship oversight and suggested solutions for common problem areas. Instructors will include law professors, experienced probate judges and practicing attorneys. Allowable meals, lodging and travel expenses will be reimbursed.

FALL JUDICIAL EDUCATION SESSION

Nov. 15-17, 2017, at the Moody Gardens Hotel in Galveston

The Judicial Education Session for constitutional county judges offers a comprehensive judicial education curriculum. Structured courses present balanced training in courtroom rules and procedures. Allowable meals, lodging and travel expenses will be reimbursed.

County Investment Academy



The County Investment Academy is a cooperative partnership between the Texas Association of Counties and the McCoy College of Business Administration at Texas State University. Through the partnership, McCoy College faculty sit on the County Investment Education Committee, teach courses, help plan Academy trainings and review course content.

2017 EDUCATION AND TRAINING OPPORTUNITIES



Membership in the Academy is acquired through completion of the Basics of County Investments Course or completion of a previous County Investment Officer (CIO) Level I course. Those county staff and officials who have maintained their CIO designation through Dec. 31, 2012, were automatically enrolled in the program. Fifteen Academy hours per calendar year are required to maintain membership, with five outside hours and five carryover hours allowed per year. Membership is not required to attend Academy education offerings.

Sound management of a county's financial assets can mean the difference between an embarrassing financial disaster and investment returns that can stretch precious tax dollars. Investment laws, the current state of the economy and other factors must be taken into consideration when implementing a county's financial strategy.

TAC's County Investment Academy provides an excellent way to maintain proficiency. County officials who attend TAC investment training have ongoing access to changes in products and services in the public funds market and can stay updated on the latest laws and strategies.

More information: Contact Education Services at (800) 456-5974 or visit www.county.org/investment.

County Investment Academy Education Opportunities

BASICS OF COUNTY INVESTMENTS COURSE

Feb. 28-March 3, 2017, at the Embassy Suites Hotel and Conference Center in San Marcos

This training covers the basics of county investments with a strong emphasis on the requirements of the Texas Public Funds Investment Act. This introductory course helps commissioners court members and those directly involved in managing portfolios make sense of financial



jargon and concepts that may be unfamiliar. Sessions cover the basic laws and regulations governing investment operations. Attendees will learn to avoid mistakes that could jeopardize their county's financial standing.

TAC has revamped the course in response to counties' needs. It offers 14.75 hours of classroom instruction appropriate for all levels interested in the essentials of investing public funds, with an additional 7.75 hours of in-depth, hands-on learning for those actively investing funds. The end-of-course test once required has also been replaced with a take-home assessment. Texas State University is TAC's education partner for this event.

CONFERENCE OF THE COUNTY INVESTMENT ACADEMY

June 19-21, 2017, at the Embassy Suites by Hilton Dallas-Frisco Hotel/Convention Center & Spa in Frisco

The conference is open to all county officials and county staff members. Those who oversee public investments such as auditors, commissioners court members, county investment officers and treasurers are especially encouraged to participate. The curriculum complies with the training requirements of the Public Funds Investment Act, and 15 hours of continuing education credit are available.

TEXAS PUBLIC FUNDS INVESTMENT CONFERENCE

Nov. 30-Dec. 1, 2017, at the Westin Houston Hotel, Memorial City in Houston

This conference offers investment education to a broad spectrum of officials and staff involved in public funds investing. Content is designed to meet the needs of county officials and participation is open to investment officers from other governmental entities. The curriculum complies with the training requirements of the Public Funds Investment Act, and 10 hours of continuing education credit are available.

More information: Contact Education Services at (800) 456-5974 or visit www.county.org/investment.



Leadership Program



The Texas Association of Counties leadership

program, Leadership 254, is designed to advance the skills of county officials, enabling them to meet the unique challenges of their duties and enhancing their leadership skills and style.

The Association founded its leadership program in 2000. During 2015-16, TAC and a committee of county officials representing each county office from across the state worked to retool the program to ensure that it continues to meet officials' needs.

Participants engage in interactive discussions, theory building, skill assessments and experiential learning activities that identify their potential to think and act outside existing limitations to redefine the possibilities they set for themselves, their courthouse, their county official association and their county constituents.

Participants complete four modules over the course of 14 months between election cycles. Each module is unique and significant in the participant's process of self-reflection, growth and transformation.

The estimated time commitment for each module ranges from two to three days, with a total training time commitment of 11 days (not including travel time).

Leadership 254 is a continuous program where students are required to attend and complete all four modules in sequence.

Leadership 254 challenges, stretches and — most importantly — transforms participants into leaders who positively affect their counties and Texas.

More information: Contact Education Services at (800) 456-5974 or visit www.county.org/leadership254

Legislative Conference

Aug. 23-25, 2017, at the Hilton Austin Hotel in Austin

The 2017 Legislative Conference offers county officials an overview of the 85th legislative session.

The conference is an opportunity to review and assess new and revised legislation that may affect county government and county taxpayers. Officials explore new strategies for improving collaboration and leadership while connecting with county peers and state legislators. Participants learn more about the legislative issues important to counties and examine methods of communicating this essential information to constituents to better serve counties.

More information: Visit www.county.org/legconference.



2017 EDUCATION AND TRAINING OPPORTUNITIES



County Management and Risk Conference

Resources and Solutions for Counties

April 5-7, 2017, at the Embassy Suites Hotel and Conference Center in San Marcos

Keynotes and breakout sessions presented at this event will cover the latest in risk management, workers' compensation, Human Resource trends, Health Care Reform, workplace wellness and more. County officials and managers are especially encouraged to attend.

More information: Contact Education Services at (800) 456-5974 or visit www.county.org/cmrc.



Healthy County Boot Camp

February 23-24, 2017, at the Hyatt Lost Pines in Bastrop

The Healthy County Boot Camp connects county officials and wellness coordinators with the opportunity to discover the latest wellness trends and best practices.

This inspiring and information-packed event will connect peers from across the state to share powerful tips, strategies and resources to better engage county employees and help them to lead healthier lives.

Attendees go home with a refreshed perspective and effective tools to enhance their county's wellness program.

More information: Visit www.county.org/hcbootcamp.





General Information on TAC Education Programs

Continuing Education Hours

Texas Association of Counties programs meet the mandatory education requirements of most county offices. State institutions of higher learning — including the University of Texas LBJ School of Public Affairs, McCoy College of Business Administration at Texas State University and the Texas Tech University School of Law — serve as education co-sponsors or cooperative partners for TAC programs.

Hotel Accommodations

To help control costs, the Association arranges special hotel room rates for many events. Watch for full information on the TAC website and in promotional brochures and publications. Early reservations are recommended.

The screenshot shows the Texas Association of Counties website. The top navigation bar includes links for TAC, Member Services, Pool & Risk Services, Texas County Government, and Legislative. Below this is a secondary navigation bar with links for Education & Training, Legal Resources, Legislative, Risk Management Services, and Health and Benefits Services. The main content area is titled 'Ready to Register' and includes a sidebar with links for Event Presentations, County Investment Academy, Texas Judicial Academy, Leadership 254, Special Presentations, and Special Presentations Request. The main content area is titled 'Preparing to Take Office - Registration' and includes a sub-header 'Overview | Registration | Hotel | Agenda | Continuing Education | Cancellation'. The registration form includes fields for Name (First and Last), Title Upon Taking Office, County/Entity/Company, Home Email, Home Address (Street Address, Address Line 2, City, State/Province/Region, Postal/Zip Code, Country), Home Phone Number, and Event Dates. A 'Submit' button is at the bottom of the form.

How to Register

The most convenient way to register is with a credit card through the TAC website at www.county.org. The Calendar of Events on the website lists all TAC education events, has a link to continuing education hours per office and lists all affiliate education events. Conference brochures are mailed about eight weeks prior to a program and registration forms are due back one to three weeks prior to the event. Registration fees for all Association events are transferable to another individual for attendance at the same event.

Accessibility Information



Contact Education Services at (800) 456-5974 if special accommodations are needed.

Special Presentations

Training Consultant Mark Warren presents training that educates, inspires and motivates county officials and employees to excel in service to their counties and to lead others to do so. Warren's engaging and informative presentations are available at no fee to TAC members to serve their particular needs.

Presentations focus on eight key areas:

- Customer service excellence;
- Generational dynamics;
- Interpersonal communication skills;
- Diversity, professionalism and bridging differences;
- First-line and mid-level management;
- The Leadership Vision;
- Personal motivation for life; and
- The Essence – A series of one-hour or less presentations about a fundamental life or work skill set that reveals its defining quality or nature. Topics presented include teamwork, innovation, public speaking, ethics, professionalism and character. These are designed for a Lunch and Learn session or a staff or shift meeting.

For more information and to book a presentation, contact Education Services at (800) 456-5974.

2017 EDUCATION AND TRAINING
OPPORTUNITIES

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2017 Calendar of TAC-Sponsored Education Events

For more information on the following events, contact Education Services at (800) 456-5974 or visit www.county.org/calendar.

February 2017

21-24, LEADERSHIP 254 - MODULE 1

WildCatter Ranch, 6062 Hwy. 16 S., Graham, (940) 549-3500. For more information contact Haley Click at (800) 456-5974.

23-24, HEALTHY COUNTY BOOT CAMP

Hyatt Lost Pines Resort, 575 Hyatt Lost Pines Rd. Cedar Creek, Bastrop, (512) 308-1234. For more information contact Ashley Royer at (800) 456-5974.

28-3, BASICS OF COUNTY INVESTMENTS COURSE

Embassy Suites Hotel and Conference Center, 1001 E. McCarty Ln., San Marcos, (512) 392-6450. For more information contact Deanna Auert at (800) 456-5974.

March 2017

8-10, COUNTY COURT ASSISTANTS TRAINING

Overton Hotel and Conference Center, 2322 Mac Davis Ln., Lubbock, (806) 776-7000. For more information contact Allyssa Lee at (800) 456-5974.

29-31, SPRING JUDICIAL EDUCATION SESSION

Overton Hotel and Conference Center, 2322 Mac Davis Ln., Lubbock, (806) 776-7000. For more information contact Allyssa Lee at (800) 456-5974.

April 2017

5-7, COUNTY MANAGEMENT AND RISK CONFERENCE

Embassy Suites Hotel and Conference Center, 1001 E. McCarty Ln., San Marcos, (512) 392-6450. For more information contact Ashley Royer at (800) 456-5974.

May 2017

10-12, 2017 PROBATE ACADEMY

Overton Hotel and Conference Center, 2322 Mac Davis Ln., Lubbock, (806) 776-7000. For more information contact Allyssa Lee at (512) 478-8753.

30- JUNE 2, LEADERSHIP 254 - MODULE 2

Hanger Hotel, 155 Airport Rd, Fredericksburg, (844) 596-2300. For more information contact Haley Click at (800) 456-5974.

June 2017

19-21, CONFERENCE OF THE COUNTY INVESTMENT ACADEMY

Embassy Suites Dallas Frisco Hotel Convention Center and Spa, 7600 John Q. Hammons Dr., Frisco, (972) 712-7200. For more information contact Deanna Auert at (800) 456-5974.

August 2017

23-25, TAC ANNUAL LEGISLATIVE CONFERENCE

Hilton Austin Hotel, 500 E. 4th St., Austin, (512) 482-8000. For more information contact Haley Click at (800) 456-5974.

October 2017

22-25, LEADERSHIP 254 - MODULE 3

Travaasa Experiential Resort, 13500 FM 2769, Austin, (512) 334-4649. For more information contact Haley Click at (800) 456-5974.

November 2017

15-17, FALL JUDICIAL EDUCATION SESSION

Moody Gardens Hotel, 7 Hope Blvd., Galveston, (800) 582-4673. For more information contact Allyssa Lee at (800) 456-5974.

30-1, TEXAS PUBLIC FUNDS INVESTMENT CONFERENCE

The Westin Hotel Houston, Memorial City, 945 Gessner Rd., Houston, (844) 878-8052. For more information contact Deanna Auert at (800) 456-5974.

2017 EDUCATION AND TRAINING OPPORTUNITIES

Training Opportunities

Programs for Texas Association of Counties Risk Management Pool Members

Counties must invest in employee training and development to stay on top of regulatory changes, keep up with new workplace technology, ensure employees' safety and reduce county losses.

The Texas Association of Counties Risk Management Pool (TAC RMP) helps counties achieve this by providing Pool members with a variety of **on-site**, **online**, **video** and **simulation** training carefully selected to meet the particular needs of counties in the areas of **human resources**, **law enforcement**, **risk control (safety)** and **risk management**. This training supports TAC RMP members' coverage documents and is **available to them at no additional cost**.

Recommended Core Training

TAC RMP recommends that its members complete a core set of training courses every other year. The recommended courses are designed to help counties better handle risk exposures unique to their operations. TAC RMP Risk Control Consultants carefully selected this recommended training. Based on the member's coverage, they have access to more than 35 training courses. Each course in the core training can be delivered onsite by consultants from the Risk Control division. A dozen of the core training topics can be taken online and more than a dozen are available via video loan through the TAC RMP Resource Library.

More Information: *Contact a Human Resources, Risk Control or Law Enforcement consultant at (800) 456-5974 or tacrms@county.org.*

CORE TRAINING CURRICULUM

 On-Site Training by Consultant

 Online Summit Training

 Video Training

| COURSE |  |  |  |
|--|---|---|---|
| Accident Investigation – Workers' Comp (WC) A discussion of best practices to investigate accidents. | Risk Control (RC) | X | x |
| Back Injury Prevention - WC A discussion of the common factors responsible for most back injuries and recommended techniques to increase awareness for the prevention of back injuries | RC | X | X |
| Bloodborne Pathogens – WC A discussion of the exposures and conditions that could lead to a bloodborne pathogen exposure and best practices to prevent exposures. | RC | X | X |
| Defensive Driving – WC, Auto Liability (AL) A discussion of safe driving behaviors to avoid collisions while operating motor vehicles. | RC | | |
| U.S. Department of Transportation Drug and Alcohol -WC A discussion of the DOT drug testing requirements for Commercial Drivers License holders. | RC | X | X |
| Ergonomics –WC A discussion of ergonomic principles for the prevention of musculoskeletal disorders | RC | X | X |
| Fire Safety – WC, Property (PR) A discussion of the various types of fire hazards and basic instructions for fire prevention. | RC | X | X |
| Hazard Communication/Globally Harmonized System - WC A discussion of the requirements of the Hazard Communication Act as mandated by U.S. Department of Health and Human Services, including new requirements listed under the Globally Harmonized System. | RC | X | X |

2017 EDUCATION AND TRAINING
OPPORTUNITIES

CORE TRAINING CURRICULUM

 On-Site Training by Consultant

 Online Summit Training

 Video Training

| COURSE |  |  |  |
|--|---|---|---|
| Heavy Equipment Safety - WC A discussion of dangers associated with heavy equipment operations. | RC | | X |
| Office Safety - WC A discussion of risk exposures in office environments that could lead to an accident. | RC | X | X |
| Outdoor Safety - WC A discussion of possible risk exposures when working outdoors, such as heat stress, insects and vegetation. | RC | | X |
| Personal Protective Equipment - WC A discussion of the various types of workplace hazards and the recommended personal protective equipment to match the hazard. | RC | X | X |
| Return-to-Work Programs - WC A discussion on the process and requirements to safely return an employee back to work from an injury. | RC | X | X |
| Slip and Fall Prevention - WC A discussion of possible conditions that could lead to slip-and-fall-related injuries and best practices to avoid these types of injuries. | RC | X | X |
| Supervisor's Safety Role - WC A discussion of the primary responsibilities that supervisors to protect the health and safety of employees under their supervision. | RC | | |
| Workers' Compensation 101– WC A discussion of the of the laws in Texas relating to the workers' compensation system. | RC | X | X |
| Workplace Violence Prevention - WC A discussion of possible behaviors and conditions that could lead to possible workplace violence incidents and best practices to protect employees and the public from such acts. | RC | X | X |
| Americans with Disabilities Act Amendments Act – Public Officials Liability (PO) A discussion of what defines a disability and how to identify possible accommodations. | Human Resources (HR) | | |
| Developing Personnel Policies - PO A discussion of the importance of personnel policies. | HR | | X |
| Discipline and Terminations - PO A discussion about recommended practices for hiring and firing. | HR | | |
| Diversity in the Workplace - PO Discussion on how to interact with people in workplace in a way that is not discriminatory or harassment. | HR | | |
| Documentation & Unemployment - PO A discussion of employment laws and recommended practices to reduce liability/Documentation including disciplinary documentation. | HR | | |
| Federal and State Employment Laws – PO A discussion of employment laws and recommended practices to reduce liability | HR | | |

2017 EDUCATION AND TRAINING OPPORTUNITIES



CORE TRAINING CURRICULUM

On-Site Training by Consultant

Online Summit Training

Video Training

| COURSE | | | |
|--|----------------------|--|---|
| Harassment Prevention - PO A discussion about the various forms of harassment in the workplace, what is not harassment and the possible legal ramifications for such acts. | HR | | X |
| Hiring and Firing - PO A discussion about recommended practices for hiring and firing. | HR | | X |
| HR Triangle – PO A discussion on the overlap between the Family and Medical Leave Act, the Americans with Disabilities Act Amendments Act and workers' compensation. | HR | | |
| The Fair Labor Standards Act - PO A discussion of the Fair Labor Standards Act and the requirements to be in compliance. | HR | | |
| The Family and Medical Leave Act - PO A discussion of the importance of following adopted HR policies, the Family and Medical Leave Act and the Military Family Leave Act. | HR | | |
| Writing Job Description - PO A how-to class on the preparation of job descriptions. | HR | | |
| Below 100 – WC, Law Enforcement Liability (LE) A discussion of possible unsafe work behavior that could lead to fatalities among law enforcement personnel. | Law Enforcement (LE) | | |
| In Custody Deaths - LE A discussion on physical risks and behavioral characteristics commonly associated with custodial deaths. This presentation also addresses the possible impact of excited delirium and drug and alcohol withdrawal in relation to in custody death claims. | LE | | |
| Interpersonal Communications – WC, PO, LE How to improve communications skills to prevent altercations with inmates and increase awareness about workplace violence. | LE | | X |
| Prisoner Transportation Safety Issues - LE Increase awareness about risk associated with the transport of inmates and best practices to prevent inmate assaults. | LE | | X |
| Sexual Misconduct – PO, LE A discussion of unacceptable behaviors that could lead to a possible sexual harassment claim. | LE | | X |
| Suicide Prevention – LE A discussion of important factors in suicide prevention in jails including intake screening, defining deliberate indifference and monitoring. | LE | | X |
| Use of Force - LE A discussion of possible conditions that could lead an officer to use force to control a situation and the responsibilities of employee and employer to prevent allegations of excessive use of force. | LE | | X |



Overall Training Available

TAC RMP members have access to a wide variety of training depending upon the coverage provided by TAC RMP and the training delivery method they prefer.

Resource Library

The extensive library includes videos on **general safety, human resources, management and law enforcement topics**.

TAC RMP members participating in the Workers' Compensation, Public Officials' Liability, Law Enforcement Liability, General Liability or Auto Liability programs can take advantage of the Resource Library. It is an excellent resource to supplement ongoing safety programs. The trainings are provided in DVD and VHS tape formats.

More Information: Visit www.county.org/riskcontrol to see the Resource Library Catalog and order videos.

Consultant Training Delivered Onsite

This training covers **workers' compensation, human resources, law enforcement, risk control and risk management** topics.

SINGLE-TOPIC TRAINING

TAC RMP members may request specific training to be delivered at their location by a Risk Management, Human Resource, Risk Control or Law Enforcement consultant. This unique service helps Texas counties expand employee knowledge, meet regulatory compliance and reduce losses. Training classes can be scheduled to best meet the members' needs.

ONSITE WORKSHOPS

Members may request to host a half-day onsite workshop at their facilities. Trainings for the event may focus on one subject or a variety of topics. These small, regional workshops are an excellent way to target a large number of employees or to train management on regulatory compliance matters or specific county needs. Curriculum may be focused to a specific line of coverage or a combination of human

resources, law enforcement or risk control (safety). Onsite Law Enforcement Courses may be eligible for TCOLE credit.

More information: Contact a Human Resources, Risk Control or Law Enforcement consultant to request one of these on-site trainings at (800) 456-5974 or tacracs@county.org.

Online Training

TAC RMP offers online training programs in the areas of law enforcement and safety.

COUNTY LAW ENFORCEMENT AND JAIL OPERATIONS POLICY SERVICE PROGRAM

TAC RMP has partnered with the Legal Liability Risk Management Institute (LLRMI) to provide members participating in the law enforcement liability program access to LLRMI online training programs. Participants may access instructional videos, webinars and presentations. Training documentation provided by LLRMI may be submitted by the participant to TCOLE for credit.

More information: Contact a Law Enforcement Consultant at (800) 456-5974 or tacracs@county.org.

SUMMIT ONLINE RISK CONTROL (SAFETY) TRAINING

TAC RMP provides online safety training to members participating in the Workers' Compensation Program. The service is provided by Summit Training, a pioneer in safety compliance training. Online training offers greater cost savings, training alternatives and flexibility for counties to initiate or expand training programs. More than 50 training courses are available.

More information: Find a list of training courses see below. Contact TAC RMP at (800) 456-5974 x 3625 or tacracs@county.org with questions.

2017 EDUCATION AND TRAINING
OPPORTUNITIES

| SUMMIT TRAINING ONLINE SAFETY TRAINING COURSES | |
|--|--|
| Accident Investigation | Hand Safety |
| Back Injury Prevention | Hazard Recognition |
| Back Safety | Heat Stress |
| Bloodborne Pathogens | Hoists & Slings |
| Bloodborne Pathogens: Exposure Prevention | Hoists & Slings - Construction |
| Compressed Gas Cylinders | Hot Work |
| Compressed Gas Cylinders - Construction | Job Safety Analysis |
| Construction Safety Orientation | Ladder Safety |
| Decision Driving® - Truck | Lockout/ Tagout |
| Decision Driving® | Lockout/ Tagout: Energy Control |
| DOT: Drug & Alcohol Testing - Employee | Machine Guard Awareness |
| DOT: Drug & Alcohol Testing - Supervisor | Machine Guarding |
| DOT: Driver Wellness | Materials Handling - Construction |
| Driver Awareness: 15-Passenger Van Safety | Muscle Strains & Sprains |
| Electrical Safety | Office Ergonomics |
| Electrical Safety - Construction | Office Safety |
| Electrical Safety Part 2 - Construction | Personal Protective Equipment |
| Employee Safety Orientation | Personal Protective Equipment - Construction |
| Eye Safety | PPE: Armed for Safety |
| Eye Safety - Construction | Rigging Safety |
| Fall Protection | Road Rage |
| Fall Protection - Construction | Safe Behavior |
| Fall Protection Part 2 - Construction | Safety Attitude for Safety's Sake |
| Fire Protection and Prevention | Safety Orientation |
| Fire Safety | Sexual Harassment |
| Fire Safety - Construction | Slips, Trips, & Falls |
| First Aid | Walking-Working Surfaces |
| First Aid - Construction | Welding Safety |
| GHS: Chemical Labeling & Classification | Welding Safety - Construction |
| Hand & Power Tools - Construction | |

2017 EDUCATION AND TRAINING OPPORTUNITIES



Regional Workshops

TAC RMP offers regional, one-day workshops scheduled across the state. Curriculum includes **general topics** in the areas of **workers' compensation, human resources, law enforcement, risk control and risk management.**

More information: Check the Calendar of Events at www.county.org/calendar.

Webinars

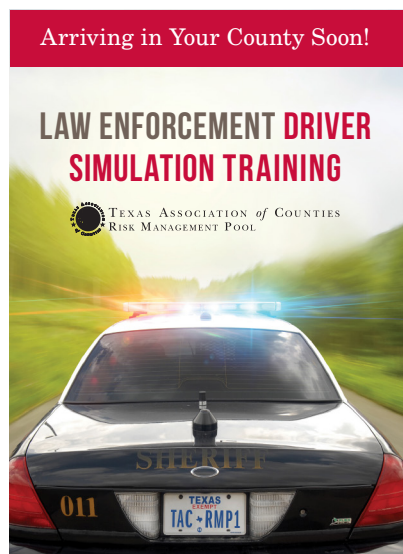
Pool members (as well as all TAC members) can also participate in a number of free, interactive webinars offered throughout the year. Presentations range from employment law updates to risk management topics.

More information: Contact Lee Bell-Hovland at (800) 456-5974 x 3625 or leeb@county.org.

Simulated Training Program

DRIVING SIMULATORS

Motor vehicle accidents are a critical cause of loss and injury for members. The Pool's driving simulator program offers two separate training opportunities through a Law Enforcement Driving Simulator and a Truck Driving Simulator. This training is intended to supplement classroom driver safety instruction.



TAC RMP members participating in the Automobile Liability and Workers' Compensation programs have access to this training for law enforcement, road and bridge, emergency management and volunteer fire department personnel.



RESISTANCE RESPONSE SIMULATOR (RRS)

TAC RMP recognizes that county law enforcement officers face tremendous challenges when protecting citizens, property and themselves. To address these needs, TAC RMP has further enhanced its Simulator Training Program with the addition of the RRS for law enforcement officers.

More information: Contact Simulator Program Supervisor Darren Jackson at (800) 456-5974 or darrenj@county.org.

Coming in 2017!

Laser-Driven Fire Extinguisher Simulator

Counties store valuable historical documents. Fire safety is important for the protection of records and buildings. The BullsEye fire extinguisher simulator uses a conical laser to replicate extinguisher discharge and does not leave a residue as with a dry-chemical or CO2 extinguisher. Simulate class A, B and C fires at 10 difficulty levels. The system can sense if the trainee is using the correct extinguisher, aiming and sweeping correctly, and if they are an effective distance from the base of the fire. This ensures trainees are prepared in case of a real fire emergency. This new training is scheduled to be available in 2017.

More information: Contact a Risk Control Consultant at (800) 456-5974 or tacracs@county.org.

2017 EDUCATION AND TRAINING OPPORTUNITIES

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Consultant
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Training Opportunities

Custom Programs for TAC Health and Employee Benefits Pool Members

Customized health and wellness programs are available for members of the Texas Associations of Counties Health and Employee Benefits Pool (TAC HEBP). TAC consultants specializing in health, dental, life, accident, retiree health and wellness can provide on-site training to Pool members to help you control costs and improve the health and performance of your most important assets, your employees.

Employee Benefits Consultants can evaluate the effects of legislative and economic changes, evolving plan designs and funding arrangements, to ensure that Pool members are able to provide employees the best and most cost-effective benefits packages.

TAC's statewide wellness initiative takes a shared-responsibility approach to reducing health risk and decreasing costs of preventable illness.

TAC Employee Benefits Consultants and Wellness Consultants are available to provide on-site

presentations to Pool members interested in learning more about their health and benefits services, including wellness programs and resources available through Healthy County. Presentations can be made for the commissioners' court, workshops, and to employees in a 50-minute period — perfect for lunch or other times that would not take the employees away from work for long.

For more information, contact a TAC Employee Benefits or Wellness Consultant at (800) 456-5974 or visit www.county.org/group-health or www.county.org/healthycounty.

ON-SITE PRESENTATIONS FOCUS ON KEY AREAS INCLUDING, BUT NOT LIMITED TO:

Employee Benefits Consultants

- Understanding Your Health Benefits
- Benefit Plan Review and Recommendations
- Budget Planning through Claims Analysis, Renewals and Options
- Healthcare Reform and the Affordable Care Act
- OASys Training

Wellness Consultants

- Save Money, Improve Your Health and Make the Most of Your Benefits
- Healthy County: Worksite Wellness
- Physical Fitness
- Nutrition
- Weight Loss
- Stress Management
- Lifestyle Strategies to Prevent or Manage Health Conditions
- Customized Lifestyle Presentations



2017 EDUCATION AND TRAINING OPPORTUNITIES

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Educational Requirements

COUNTY ATTORNEY

Attorneys are required to attain 15 hours every 12-month period, with that 12-month period being based on your birth month. Ten hours must be earned in a formal classroom setting and up to five hours may be earned in self-study. Three hours must be devoted to legal ethics/professional responsibility and one of the three hours may be earned in self-study. See State Bar Rules, Article 12, Section 6. For more information contact MCLE Division at (800) 204-2222 ext. 2106.

COUNTY AUDITOR

County auditors/CPAs are required to attain 40 hours during each two-year appointment. For more information contact the Texas State Board of Public Accountancy at (512) 305-7844.

COUNTY AND DISTRICT CLERK

County and district clerks are required to attain 20 hours during each calendar year that begins after election or appointment. For more information, contact the County & District Clerks' Association of Texas at www.cdcatexas.com.

COUNTY COMMISSIONER

Commissioners are required to attain 16 hours every 12-month period and may carry forward up to eight hours. Some exceptions apply. See Local Government Code Sec. 81.0025, Section (e). For more information contact the County Judges & Commissioners Association of Texas at (800) 733-0699.

COUNTY JUDGE

Judges are required to attain 30 hours within their first 12 months in office, and 16 hours each state fiscal year reporting period thereafter. For more information contact TAC Judicial Education Program at (800) 456-5974.

COUNTY TREASURER

(a) Within one year after the date on which a person first takes office as county treasurer, the county treasurer must successfully complete an introductory course of instruction in the performance of the duties of county treasurer.

(b) After completion of the first year in office, a county treasurer must successfully complete in each 12-month period at least 20 hours of continuing education in the performance of the duties of county treasurer.

(c) The introductory course required by Subsection (a) and the continuing education required by Subsection (b) must be sponsored or cosponsored by an accredited public institution of higher education.

(d) To satisfy the requirement of Subsection (b), a county treasurer may carry forward from one 12-month period to the next not more than 10 continuing education hours that the county treasurer completes in excess of the required 20 hours.

For more information contact the County Treasurers' Association of Texas Certification and Validation Committee Chair Alan Dierschke, Glasscock County Treasurer, at (432) 354-2415.

JUSTICE OF THE PEACE

JPs are required to obtain 80 hours during their first year in office from the Texas Justice Court Training Center; complete a 20-hour course from the Texas Justice Court Training Center in the second year after taking office; and complete a 20-hour course from an approved entity each fiscal year thereafter. For more information contact the Texas Justice Center Courts Training Center at (512) 347-9927.

COUNTY CONSTABLE

Each constable must complete at least 40 hours of continuing education through the Bill Blackwood Institute during the current 4-year training cycle. (Occupation Code 1701.3545)

(a) Newly elected or appointed constables must take Course 3742 New Constable's Course within two years of appointment or election. (Occupation Code 1701.3545(d))

(b) Constables who have already completed the requirements of a newly elected or appointed constables must take Course 3743, Constable's Continuing Education each cycle. (Occupation Code 1701.3545(d))

For more information, contact TCOLE at (512) 936-7700.

COUNTY SHERIFF

The Texas Commission on Law Enforcement (TCOLE) may require any sheriff who is not a commissioned peace officer to attend up to 40 hours of education within two to four years of taking office. For more information contact the TCOLE at (512) 936-7700.

TAX ASSESSOR-COLLECTOR

A county assessor-collector must successfully complete 20 hours of continuing education before each anniversary of the date on which the county assessor-collector takes office. The continuing education must include at least 10 hours of instruction on laws relating to the assessment and collection of property taxes for a county assessor-collector who assesses or collects property taxes. A county assessor-collector may carry forward from one 12-month period to the next not more than 10 continuing education hours. In addition, a county assessor-collector shall successfully complete continuing education courses on ethics and on the constitutional and statutory duties of the county assessor-collector not later than the 90th day after the date on which the county assessor-collector first takes office. For more information, see the Tax Assessor-Collector Association of Texas website at www.tacaoftexas.org.

Anderson Andrews Angelina Leon Archer Atascosa Austin Bailey Bandera
Bastrop Baylor Bee Bell Blanco Borden Bosque Bowie Brazoria Brazos Brewster
Briscoe Brooks Brown Burleson Kinney Burnet Caldwell Calhoun Callahan
Cameron Carson Cass Castro Chambers Cherokee Childress Clay Cochran
Coke Coleman Collin Collingsworth Colorado Comal Comanche Concho Cooke
Coryell Cottle Crane Crockett Crosby Culberson Dallam Dallas Dawson Jim
Wells Deaf Smith Delta Denton DeWitt Dickens Dimmit Donley Duval Eastland
Edwards El Paso Erath Falls Fannin Fayette Foard Fort Bend Franklin Freestone
Gaines Galveston Garza Gillespie Glasscock Goliad Gonzales Gray Grayson
Gregg Grimes Guadalupe Hale Hamilton Hansford Hardeman Hardin Harris
Hunt Bexar Harrison Hartley Haskell Hays Hemphill Henderson Hidalgo Hockley
Hood Hopkins Houston Howard Hudspeth Hutchinson Irion Upton Fisher Floyd
Aransas Jefferson Camp Jim Hogg Armstrong Wilson Johnson Jones Karnes
Kaufman Kendall Kenedy Kent Kerr Kimble King Ector Frio Kleberg Knox La Salle
Lamar Lamb Lee Loving Lipscomb Llano Lubbock Lynn Titus Madison Ellis Hill
Marion Martin Mason Matagorda Maverick McCulloch McLennan McMullen
Medina Live Oak Menard Midland Milam Mills Mitchell Montague Montgomery
Morris Hall Motley Nacogdoches Navarro Newton Nolan Nueces Moore Orange
Palo Pinto Panola Parker Parmer Ochiltree Oldham Pecos Polk Potter Presidio
Rains Randall Reagan Real Red River Reeves Refugio Roberts Robertson
Rockwall Runnels Rusk Sabine San Augustine San Jacinto San Patricio San
Saba Schleicher Scurry Shackelford Sherman Smith Somervell Starr
Stephens Sterling Stonewall S. Taylor Tarrant Taylor Terrell Terry
Throckmorton Tom Green Travis T. Upshur Uvalde Val Verde Van
Zandt Victoria Walker Waller Liberty Ward Wharton Wheeler Wichita Wilbarger
Willacy Williamson Jackson Jasper Washington B. Davis Winkler Wise
Lampasas Wood Yoakum Limestone Webb Jack Lavaca Young Zapata Zavala



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