

SAFETY INCENTIVE DISCOUNT PROGRAM 2015-16 PUBLIC OFFICIALS/ADMINISTRATIVE STAFF TRAINING

Association of County Commissions of Alabama
P.O. Box 5040, Montgomery, AL 36103
(334) 263-7594 • Fax (334) 263-7678



Counties participating in the 2015-16 ACCA Insurance Funds *Safety Incentive Discount Program* (SIDP) can fulfill the annual Public Officials/Administrative Staff training requirement by having **at least two employees who are new to their roles as Supervisors or Managers from any County Departments, with priority given to Safety-Sensitive Departments** attend one of the following regional training sessions. To register for the SIDP-required training most convenient for your county - fill out this form and return it **ASAP** by fax or email. Do not delay as space is limited. (NOTE: There is no registration fee for this training.)

Public Officials / Administrative Staff Regional Training

Schedule: 1:00-4:30 p.m. Instructors: Dr. Joe Sumners, Maria Tamblyn and Davis Cooper

CREATING A POSITIVE WORK ENVIRONMENT TO REDUCE LIABILITY

This session will provide training on creating a positive work environment and reducing liability through proactive management. Current or potential Supervisors/Managers are encouraged to attend this training session on **fundamentals of positive supervision, communication, motivation, developing good relationships**, and from a human resources perspective, **dealing with people who don't meet expectations** (i.e. discipline, sexual harassment and drug testing).

Person Completing Form: _____ County: _____

Mailing Address: _____ City/ST/Zip: _____

Phone: _____ Email: _____

Public Officials / Administrative Staff Regional Training

Please check the 1:00-4:30 p.m. SIDP-required training session your registrants will attend:

_____ Wed., May 25 - (North Central) - Cullman Co. Water Dept Training Room (2020 Beech Ave., SE, Cullman)

_____ Wed., June 29 - (Central) - Autauga Co. Administration Building (135 N. Court Street, Suite B, Prattville)

_____ Wed., July 27 - (South Central) - Conecuh Co./Reid State Technical College Auditorium (100 Highway 83, Evergreen)

REGISTRANTS:

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Please complete the above information and fax or email form to Marcia Collier at:
(334) 263-7678 or mcollier@alabamacounties.org.