

2019



Office Professionals' Seminar

OCTOBER 29 & 30, 2019

**THE LODGE OF FOUR SEASONS
315 FOUR SEASONS DRIVE
LAKE OZARK, MO 65049**

MODNR RE-CERTIFICATION CREDIT HOURS:

Monday, October 28
Pre-Conference Workshop
Course # 1903759
DW - 2.0 hrs
DS - 2.0 hrs
WW - 2.0 hrs

Tuesday, October 29
Office Pro Seminar Day 1
Course # 1903760
DW - 2.0 hrs
DS - 2.0 hrs
WW - 2.0hrs

Wednesday, October 30
Office Pro Seminar Day 2
Course # 1903761
DW - 1.0 hrs
DS - 1.0 hrs
WW - 1.0 hrs

THIS MEETING IS APPROVED FOR 10.0 HOURS FOR
MRWA'S (COPP) CERTIFIED OFFICE PROFESSIONAL PROGRAM

BLUE
Voucher
Eligible

A circular logo with the text 'Save Money' and an image of a stack of money.

Office Professionals' Agenda

BACK TO BASICS TRACK = BLACK
ADVANCED TRACK = BLUE

Monday, October 28, 2019

2:00 pm - 4:00 pm **Pre-Conference Workshop: Utility Billing Software Showcase**
This workshop will feature company reps showcasing their utility billing software, and provide attendees face-to-face Q & A with their software providers.

Tuesday, October 29, 2019

7:00 am - 8:30 am **REGISTRATION & BREAKFAST IN THE EXHIBIT HALL**

8:30 am - 9:00 am **Welcome and Announcements**
Randy Norden, MRWA Executive Director

9:00 am - 10:00 am

CONCURRENT SESSIONS

>Bonds and Other Financing 101

Shannon Creighton, Gilmore & Bell

>Personnel Issues - Medical Marijuana, Contracted vs. Employee, FMLA, etc.
Doug Silvius, Martin | Pringle LLC

10:00 am - 11:00 am

BREAK IN EXHIBIT HALL

11:00 am - 12:00 pm

CONCURRENT SESSIONS

>Preparing a Budget

Liz Grove, MRWA Management Circuit Rider

>Advanced Issues in Financing

Shannon Creighton, Gilmore & Bell

12:00 pm - 1:30 pm

LUNCH IN EXHIBIT HALL

1:30 pm - 2:30 pm

CONCURRENT SESSIONS

>Elections, Financial Reporting, and Other Basic Stuff

Liz Grove, MRWA Management Circuit Rider

>Prevailing Wage Update, Whitewater/Allenville Water & Sewer Case, and Other "Hot Topic" Issues

Doug Silvius, Martin | Pringle, Attorneys At Law

2:30 pm - 3:30 pm

BREAK IN EXHIBIT HALL

3:30 pm - 4:30 pm

CONCURRENT SESSIONS

>Expert Roundtable Discussion

MaryLou Rainwater, Darla Conner,
Janice Howard, and Doug Silvius

>Utility Policies and Procedures

Lisa Hult, Thomas Hill PWSD #1

5:00 pm - 6:00 pm

HOSPITALITY SOCIAL HOUR

Sponsored By: >>>>



6:00 pm - ????

AWARDS BANQUET & ENTERTAINMENT

Wednesday, October 30, 2019

7:00 am - 8:00 am

BREAKFAST

8:00 am - 9:00 am

The Power of Words

Brian Powers, C.Ht.

9:00 am - 10:45 am

CONCURRENT SESSIONS

>District Open Forum

>Municipal Open Forum

10:45 am - 11:30 am

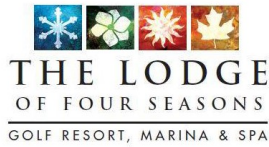
BREAK

11:30 am - 12:00 pm

General Wrap Up, Prizes, etc.

Hotel Information

Sleeping rooms are now available at The Lodge of Four Seasons for you to book for the show. MRWA has acquired a group rate of \$105 per night but our group block only remains open until September 27, 2019, so hurry and book your room today.



For reservations, call: 888.265.5500

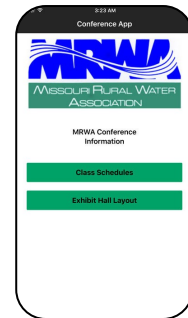
The group rate is in effect two days prior and two days after the conference. Please visit their website, www.4seasonsresort.com, for additional information on activities and services and maybe you'll want to spend some extra time relaxing after the conference.

If there is no availability at the host hotel, the Lodge at Port Arrowhead is honoring the MRWA rate during the conference. Reservations can be made at 573.693.9988. Make sure you mention you are attending the MRWA Conference for the conference rate.



CONTINUING THIS YEAR!!

The MRWA Conference App for Android and Apple devices! Includes Class Schedules & Exhibit Hall Layout! In addition to door prizes, prize opportunities will be available during each exhibit hall break to those using the MRWA Conference App! Be ready to join the excitement by downloading the MRWA Conference App today!



ONLINE REGISTRATION!

Whether paying with vouchers, check, or debit/credit, our online form makes registering for the Office Professionals' Seminar a snap! Visit the Office Professionals' Seminar webpage under the **Conferences** tab on our homepage. If paying with debit/credit, please use the address associated with the card on the online form. If paying with vouchers, we ask that you complete and mail the registration and voucher forms to the MRWA office prior to the conference.

If you need assistance, give us a call.

Office Pro Prize Package

Don't forget! Each paid attendee is automatically registered for the registration prize! Drawing for registration prize will immediately follow the end of final sessions! Must be present to win registration prize!



- Plush Leather/Wood Grain Managers Chair
- Logitech Wireless Mouse & Keyboard
- 27" LED ZeroFlicker™ BenQ computer monitor
- 37.5" x 47.5" chair mat
- ????

www.moruralwater.org



Office Professionals' Seminar

October 29 & 30, 2019
Lodge of Four Seasons
Lake Ozark, Missouri

Registration Form

One Per Form
Please Print

Name: _____ Job Title: _____

Spouse: _____ System Representing: _____
(if attending)

Address: _____ City, State, Zip: _____

Phone Number: _____ Email Address: _____

Please print name as you wish it to appear on your name tag. This seminar has been approved for credit hours through MoDNR.

If you are paying with MoDNR **Drinking Water (Blue) Training Vouchers**, and **ARE** attending the Pre-Conference Workshop, use course # **1903759** on the voucher form. If you are **NOT** attending the Pre-Conference Workshop, use course # **1903760** on the voucher form. Please include the entire voucher form with your registration and mail them to the MRWA office.

Registrations cancelled after October 21, may be subject to a \$50 cancellation fee.

DO NOT USE THIS FORM FOR CREDIT CARD PAYMENTS!!

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Full Registration, MRWA Member \$ 190
Regulatory agencies receive the member rate. This **DOES NOT APPLY** to water/wastewater systems owned/operated by a governmental entity.

Full Registration, Non-Member \$ 375

Spouse Registration -FREE-
Spouse attendance is **INELIGIBLE** for MoDNR re-certification hours. Spouses signing roster for credit without paid registration will be billed full member rate.

Total Due: \$ _____

Cancellation Policy

We ask that you send payment to the remittance address on this form prior to the conference. If you register and do not attend or do not make arrangements to cancel no later than October 21, your system will be billed for the member system rate of \$190.^{00!}

**RETURN COMPLETED FORM
WITH REMITTANCE TO:**



901 RICHARDSON DRIVE
ASHLAND, MO 65010
PHONE: 573-657-5533
FAX: 573-657-0533

Reminder! Sign the DNR Roster each day for re-certification hours!
If paying with vouchers, you *MUST* sign the roster each day regardless of certification status.

www.moruralwater.org