



Miami Valley Communications Council Municipal Training Academy MTA NEWS!!!

Quarter 1 2019

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It's SPRING TIME!

It's spring! Flowers are blooming, the weather is getting nicer, and the sun is starting to appear! It's amazing how our mood perks up when the sun comes out. There's so many great things to look forward to, including training programs!!!

IN CASE YOU MISSED IT!

We have had some exciting training programs during our first two quarters of the year! If you missed out...bummer. But it's okay because we will have plenty of programs for you to look forward to in the coming months. Keep an eye out on our website for future programs at www.mvcc.training and keep reading for more information.

Did you know?

We offer training programs throughout the year and we include a variety of topics that focus on leadership and management skills, safety, technical and general professional development (soft skills) training topics. **So far, for 2019, we have offered 23 courses and learning opportunities!**

MVCC Municipal Training Academy Hosts monthly Ohio Municipal Attorneys Association (OMAA) Webinars

Did you know that the MTA host monthly webinars? These sessions are hosted via webinar at MVCC and featured industry experts share experiences, best practices, and legal "in's and out's." These great one-hour webinars allow expansion of professional development skills that directly impact our cities and municipalities. Here are some of the upcoming topics:

June 20, 2019 -Public Records/Sunshine Law,11am - 12pm, Steve Smith, Frost Brown Todd LLC

July 18 - Share & Share Dislike: How Does Airbnb & The Sharing Economy Help or Hurt Municipalities, Joëlle Khouzam, Bricker & Eckler LLP

Have ideas for this newsletter? Do you have training news that you'd like to share? Contact ystephens@mvcc.net

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For Partner
organizations
training
opportunities,
visit their
webpage:

Miami Valley
Risk
Management
Association
(MVRMA)

www.mvrma.com

Center for
Local
Governments

<http://www.c4lg.org/>

Personality Really Does Make a Difference

Do you understand what makes you 'tick?' Chances are, you might not. All too often, we do not understand why we do what we do. Nor do we understand why others do what they do. Understanding who we are makes life a little easier because personalities can make or break a team and the work environment.

Dealing with Personality Differences Workshop

We just completed two sessions of the workshop *Dealing with Personality Differences*, instructed by Yolanda Stephens, MVCC Training & Development Manager.

Participants in the workshop had an opportunity to take an introspective look at their personality (the good and the not so good traits). In this fun, interactive workshop participants took a condensed version of the DISC

assessment and they had an opportunity to gain insight into coworker personalities. They left with an action plan to utilize to leverage their traits and the traits of others.



If you missed it, you missed a good one! But, don't worry, you can take a free online version of the DISC assessment at <https://www.123test.com/disc-personality-test/> Here's an overview of the personality types (see where you fit in):

The main characteristic trait for each behavioral type (quadrant of the DISC circle) is used as the representative word for that type*:

- **Dominant**,
- **Inspiring**,
- **Supportive**, and
- **Cautious**.

D People who have both **Outgoing** and **Task-oriented** traits often exhibit **DOMINANT** and **DIRECT** behaviors. They usually focus on results, problem-solving, and the bottom-line.

I People who have both **Outgoing** and **People-oriented** traits often exhibit **INSPIRING** and **INTERACTIVE** behaviors. They usually focus on interacting with people, having fun, and/or creating excitement.

S People who have both **Reserved** and **People-oriented** traits often exhibit **SUPPORTIVE** and **STEADY** behaviors. They usually focus preserving relationships and on creating or maintaining peace and harmony.

C People who have both **Reserved** and **Task-oriented** traits often exhibit **CAUTIOUS** and **CAREFUL** behaviors. They usually focus on facts, rules, and correctness.

*Source - <https://discpersonalitytesting.com>

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FULL HOUSE: Popular Programs Pack the House

Training Resources:

New Horizons Computers – we have a partnership and receive a discount. Contact us if you have a need.

Free online safety training:

<http://www.free-training.com/>

Free online training on various topics:

<https://alison.com>

<http://www.gcflearnfree.org>

Planning & Zoning Board Essential Training

March 14th, 28th and April 4th set the stage for a full house training at the Centerville Police Training Center. Over 60 Planning and Zoning Board members from local Dayton & Cincinnati area boards attended this three session training which focused on *Foundation Planning: Land Use Law Essentials, Running Productive Board Meetings, and Interpreting Site Plans to Make Decisions*. The training was very informative and received great reviews. Thanks to committee members Dan Boron (Springboro), Andrew Rodney (Centerville), and Yolanda Stephens (MVCC). Thanks to our local sponsorship from APA Ohio, Miami Valley.

Peer to Supervisor Training

Moving from the role of peer to supervisor can mark a major accomplishment in one's career. It can also prove to be a challenging task. The new responsibilities, accountabilities and opportunities build professional skills and experience. The Municipal Training Academy wants to ensure that we help make the transition a little smoother for new supervisors.



On March 14th, twenty-seven participants attended the *Peer to Supervisor* training at MVCC. The training was facilitated by Cindy Schisler, from Wright State University, and featured three panelists from our local cities who have successfully maneuvered the transition: Anthony Bizzarro, Deputy Chief, City of Bellbrook Fire Department, Chris Harold, Foreman, City of Oakwood and Marty Tackett, Public Works Supervisor, City of Centerville. The panelists shared their experiences and participants were able to ask questions and receive tips on transitioning to the supervisory role.

Supervisory Development Program: Class of May 2019

May graduates Davenport, & Jim Elyse Martin, Aiken Kirkendall & Holly Martin & Tom Long Baker, Tim Leonard (Springboro), Hopping



include Nate Hall, Brett McGrath (Kettering), Emma Gentry, & Michael (Miamisburg), Emily Miller (Moraine), Tracy (Oakwood), Michelle & Jeff Kries Harry Hicks & DeWayne (Vandalia).

Congratulations to these Supervisors!

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Upcoming Municipal Training Academy Programs

Visit the [MTA webpage](#) for more information and to register. **Please note that a minimum number of registrants are required to run these training programs. **

SUPERVISORY DEVELOPMENT PROGRAM

September 10th, 11th, 12th, 2019

08:30 AM – 4:00pm

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OMAA Webinar: PUBLIC RECORDS/SUNSHINE LAW

June 20, 2019

11am – 12pm at MVCC

Steve Smith, Frost Brown Todd LLC

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OMAA/OML WEBINAR: SHARE & SHARE DISLIKE: HOW DOES AIRBNB & THE SHARING ECONOMY HELP OR HURT MUNICIPALITIES?

July 18, 2019

11am – 12pm at MVCC

Joëlle Khouzam, Bricker & Eckler LLP

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OMAA/OML WEBINAR: EFFECTIVE PRESENTATION SKILLS

September 19, 2019

11AM – 12PM at MVCC

Yolanda Stephens, Training Manager, Miami Valley Communications Council

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MICROSOFT ACCESS

September 24, 2019

830am to 4:00pm at MVCC

Kathleen Wourms, Instructor, Omnicom Solutions Group

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EXCEL 1: AN INTRODUCTION

October 3, 2019

830am to 4:00pm at MVCC

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PUBLIC WORKS SUPERVISORS SNOW AND ICE ROUNDTABLE (MVCC Members and Affiliates)

October 16, 2019

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Additional future topics (dates to be determined):

- Records Training
- Hazard Communication
- Aerial Lift/Bucket Truck – October (3 sessions)
- Others