

DELTA STATE UNIVERSITY'S LOCAL GOVERNMENT LEADERSHIP INSTITUTE

Supporting Municipal Leaders in the Mississippi Delta



IN PARTNERSHIP WITH
THE JOHN C. STENNIS INSTITUTE OF
GOVERNMENT & COMMUNITY
DEVELOPMENT AT MISSISSIPPI
STATE UNIVERSITY AND THE
MISSISSIPPI MUNICIPAL LEAGUE

ABOUT US

The focus of the Local Government Leadership Institute at Delta State University is to assist Delta communities in addressing governance challenges by providing local officials with the basic knowledge and tools needed to run their municipalities effectively and efficiently. The Institute offers basic, hands-on, governance training over a variety of municipal topics. Contact us to reserve a seat at our next training today!

DECEMBER 2017 TRAINING

When: December 21, 2017 @ 11:00am - 1:00pm
 Location: Delta State University
 Center for Community and Economic Development
 1417 College St.
 Cleveland, MS 38732
 Guest: Mr. Tim Barnard, Director, Local Government
 Presenters: Records Office, Miss. Dept. of Archives & History
 Bob Dent, Director of Government Records
 RSVP: By December 19th @ cbeaty@deltastate.edu



Photo courtesy of
Delta Council

TARGET AUDIENCE

Mayors, Alderpersons, and City Councilpersons in the following counties: Bolivar, Coahoma, Humphreys, Leflore, Sunflower, and Washington. (However, Mayors, Alderpersons/City Councilpersons statewide are welcome!)

CONTACT US

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"KEEPING YOUR RECORDS STRAIGHT: UNDERSTANDING AND SECURING MUNICIPAL RECORDS"

LEVEL ONE - STARTER TRAINING: DAY ONE, NOW WHAT?

Keeping your Records Straight: Understanding and Securing Municipal Records	This session provides an overview of records management – both paper and electronic records – and covers the basics of an emergency preparedness plan to preserve and provide access to essential records in case of a disaster.
Open Discussion	Q & A/Wrap up

TWO (2) MML CMO CREDITS AVAILABLE; LUNCH SERVED

This program is offered with support from the Robert M. Hearin Foundation and Casey Family Programs.