



NASCA INSTITUTE ON MANAGEMENT AND LEADERSHIP

Atlanta, Georgia – August 15-17, 2010

Now, more than ever, State Chief Administrators must manage increasingly complex agencies and programs with the highest levels of efficiency and effectiveness.

To help our members confront these challenges, NASCA is developing a new Institute for Management and Leadership. The Institute will bring the nation's leading academics and professional management experts together for a two-day conference to explore:

- Vision, leadership and the state agency
- Reforming government agencies and measuring results
- Managing resources in an era of tight budgets
- Lessons learned from the private sector and federal government
- Policy development, execution and follow-through

NASCA members will be exposed to the latest thinking on management, leadership and public affairs, and will learn new strategies to advance their agencies' missions and achieve results.

A NATIONALLY RENOWNED FACULTY

The curriculum for the Institute will be developed, taught and facilitated by leading institutions for management and public affairs. NASCA is working with the University of Pennsylvania's Fels Institute of Government to develop the curriculum. The conference will include classroom-style training, breakout sessions, and an in-depth examination of current change management initiatives in state government.

The Institute will focus on the Chief Administrators role as a business leader.

SCHOLARSHIPS

The conference will be hosted by the State of Georgia and held in Atlanta to reduce travel time and cost. NASCA is proud to offer *Institute Scholarships* for State Administrators to attend the upcoming Institute. The scholarships will include a roundtrip airline ticket and hotel accommodations (room & tax only) for one administrator per state. Additional expenses will be the responsibility of the attendee. NASCA is selecting venues that will maximize opportunities to learn and network and minimize expense. To secure a scholarship and register for the Institute send returned the registration to Marcia Stone (NASCA director) at mstone@csg.org or fax it to 859-244-8001. For more registration form and scholarship information see the attached documents.

PRIVATE SECTOR INVOLVEMENT

To offset costs, the Institute will invite a limited number of corporate sponsors. Sponsors will be recognized and have the opportunity to participate at the Institute and during networking events.

The NASCA Institute for Management and Leadership is a unique opportunity for Chief Administrators to learn, network and develop new skills to manage and lead their agencies in the 21st century.

For addition information contact one of the following members:

Paul Campbell, United Healthcare, 847-308-4586, paul_j_campbell@uhc.com
Sherrie Southern, Georgia, 404-657-3812, sherrie.southern@doas.ga.gov
Naomi Wyatt, Pennsylvania, 717-787-9945, nwyatt@state.pa.us

NASCA 2010 Institute on Management & Leadership

Preliminary Agenda

The Institute will be held in the Empire Room of the James H. "Sloppy" Floyd Building located at 2 MLK Jr. Dr., Atlanta, Georgia. A cafeteria is located in the Floyd Building for attendee meals (breakfast, lunch and breaks). Dinner is offered by NASCA on Sunday evening, the other group dinners offered will be expenses on our own.

SUNDAY, AUGUST 15

2:00 p.m. - 5:00 p.m.

[Welcome and Cast Study #1](#)

Case 1 - Leadership in Crisis: When Good Projects Go Bad

Major transformation projects have the potential to greatly improve service, but they also have the potential to fail. In this case study, we will examine the leadership challenges involved in keeping a significant project on track and what leadership lessons can be learned from a major public failure.

5:15 p.m. – 6:15 p.m.

[Reception](#)

6:30 p.m. – 8:30 p.m.

[Dinner and Keynote Speaker](#)

♦ *Shirley Franklin, former Mayor of Atlanta, Georgia from 2002 to 2010*

MONDAY, AUGUST 16

[Breakfast on your own](#)

8:00 a.m. – 10:00 a.m.

[Directed Conversations on Managing Crisis](#)

10:00 a.m. – 10:15 a.m.

Break

10:15 a.m. – Noon

[Directed Conversations on Strategy](#)

Noon – 1:00 p.m.

[Lunch in the Cafeteria](#) (expenses on your own)

1:00 p.m. – 3:00 p.m.

[Managing People](#)

3:00 p.m. – 3:15 p.m.

Break

3:15 p.m. – 5:00 p.m.

[Directed Conversations on Multi-Party Negotiations](#)

6:30 p.m.

[Group Dinner](#) (expenses on your own)

TUESDAY, AUGUST 17

[Breakfast on your own](#)

8:00 a.m. – 8:30 a.m.

[NASCA Business Meeting](#) (Open to Everyone)

8:30 a.m. – 10:15 a.m.

[Case Study #2 - Leadership in Transition: Taking Progress to the Next Term](#)

One of the challenges of leading in the public sector is managing the impact of transitions in administration, both at the gubernatorial level and the executive level. In this case study, we will examine an ongoing reform initiative and will work towards developing an effective plan for maintaining the momentum of the initiative into the next administration.

10:15 a.m. – 10:30 a.m.

Break

10:30 a.m. - Noon

[Case Study #2 Continued](#)

Noon – 1:00 p.m.

[Lunch in the Cafeteria](#) (expenses on your own)

1:00 p.m. – 3:00 p.m.

[Case Study Presentations](#)

3:00 p.m. – 3:15 p.m.

Break

3:15 p.m. – 5:00 p.m.

[What's Your Problem?](#)

New members and old alike can benefit from a rousing discussion of "how we handle that issue back home". Get advice, steal an idea or just commiserate with others who face the same challenges - you won't regret participating in this session.

6:30 p.m.

[Group Dinner](#) (expenses on your own)

NASCA 2010 Institute on Management & Leadership

Scholarship Information

The National Association of State Chief Administrators (NASCA) is proud to offer *Institute Scholarships* for State Administrators to attend the upcoming Institute. The NASCA 2010 Institute on Management and Leadership will be held in Atlanta, Georgia on August 15-17, 2010.

The Institute Scholarships are fully funded by NASCA through its administration budget. The scholarship is limited to one State Administrator per state.

Each scholarship will cover the following expenses:

- 1) One (1) coach airline ticket purchased 30 days prior to the Institute (30 days prior to August 14) in order to get the best rate. Tickets must be purchased through NASCA's travel agency. Those tickets purchased outside of the appointed travel agency risk non-reimbursement.
- 2) NASCA will pay for the scholarship recipient's hotel room (room and tax only) at the Downtown Atlanta Capitol Conference Center Hotel in Atlanta, Georgia. The number of nights covered will be based on flight availability through the travel agency. Approval for the number of nights will be handled on an individual basis.
- 3) Reimbursement for airport transportation via the Atlanta Link Shuttle service. The shuttle is \$30.00 per person with 1 piece of luggage. NASCA will reimburse the scholarship recipient for one round-trip ticket up to \$30.00.
- 4) Reimbursement for checked baggage based on one (1) bag person up to \$50.00 roundtrip. The baggage fee is based on a bag under 50 lbs and not oversized. Average baggage fees are \$23 or \$25 if paid online or at the airport.

Note: Original Receipts are REQUIRED for all reimbursements.

Scholarship recipients are required to sign a scholarship agreement form prior to the purchase of the airline ticket. NASCA is not responsible for tips, additional travel expenses such as airport parking/airport transportation in the recipient's state, mileage, food and beverage or any other related travel or Institute expenses. Expenses outside of the items listed above are the responsibility of the attendee.

To request a scholarship and receive the scholarship instructions, please send an email to Marcia Stone, NASCA Director at mstone@csg.org.

For additional information about the Institute program call or email one of the following individuals:

Paul Campbell, United Healthcare, 847-308-4586, paul_j_campbell@uhc.com

Sherrie Southern, Georgia, 404-657-3812, sherrie.southern@doas.ga.gov

Naomi Wyatt, Pennsylvania, 717-787-9945, nwyatt@state.pa.us

For scholarship information and details call or email Marcia Stone at 859-244-8181 or at mstone@csg.org.



Registration Form

Registration Information:

Registration for the 2010 NASCA Institute on Management & Leadership is open to ALL State Administrators and ONLY recognized sponsors. All State Administrators and their deputies or designees are encouraged and welcome to participate in the Institute. Private Sector representation is limited to recognized sponsors and is limited by sponsorship level. For more information about sponsorship information visit the NASCA web site at www.nasca.org and to confirm your sponsorship level and participation email Marcia Stone at mstone@csg.org or Paul Campbell at paul_j_campbell@uhc.com.

Registrations must be received no later than August 10, 2010. Currently there is no registration fee for State or Recognized Sponsors. Registration will include a reception and dinner on Sunday, August 15 and the Institute Program; ALL other expenses (meals, refreshment breaks, transportation, hotel accommodations, etc.) will be the responsibility of the attendee.

Online registration is available at www.nasca.org.

Attendee Registration:

IMPORTANT: If you are completing the registration for someone else please provide the attendee's information (email, phone number etc.) because this information will be placed on the attendance list. If you (the submitter) wish to receive registration confirmation and a copy of the confirmation registration, be sure to complete the "Submitter Information" in the middle of the form. Thank you for your cooperation. (Required fields are indicated with an *)

Attendee Type: State Administrator Recognized Sponsor

Attendee Full Name* _____ I am a First Time Attendee: Yes No

Title* _____

Division _____

Company/Dept.* _____

Address* _____

City* _____ State* _____ Zip* _____

Phone* _____ E-mail* _____

Web Address _____

As a State Administrator, I would like to submit a request for a **scholarship** which would assist with my airfare and hotel accommodations. Upon receipt of your request, specific information about the scholarship opportunities will be emailed to you. *(Limited to one [1] per state)*

Submitter Information:

If you are the "submitter" and would like to receive correspondence (invoice/receipt, etc.) complete the fields below. The submitter is different than the attendee.

Submitter Name _____ Submitter Phone # _____

Submitter E-mail _____

Special Assistance Request:

Dietary Preference: Regular Vegetarian Diabetic Accessibility Assistance: Yes Interpreter Services: Hearing Impaired Blind

Other needs: _____

Fax this form to NASCA at 859-244-8001 or mail to: NASCA Institute, CSG, P.O. Box 11910, Lexington, KY 40578-1910

For more information contact: Marcia Stone at 859-244-8181 or at mstone@csg.org.