

45th Annual Municipal Institute

Elected Officials | May 6 – 8, 2025

Fairmont Hot Springs, 1500 Fairmont Rd, Anaconda, MT 59711

TUESDAY – MAY 6

10:00 – 5:00	Check-in/Registration <i>Location: Meeting Area Foyer</i>	Local Gov. Center
12:00 – 1:00	Lunch <i>Location: Cutthroat/Grizzly</i>	
1:00 – 1:50	Roles & Responsibilities <i>Location: Ponderosa</i>	Dan Clark
2:00 – 2:50	The Role of Good Policy: Case Study Utility Billing Start to Finish <i>Location: Ponderosa</i>	Ashley Kent & Clerk
3:00 – 3:50	Managing Boards and Committees <i>Location: Bitterroot/Sapphire</i>	Dannai Clayborn
4:00 – 5:00	Planning Docs: Growth Policy, Park Plan, CIP, ADA <i>(joint session)</i> <i>Location: Bitterroot/Sapphire</i>	Jerry Grebenc
5:30 – 7:00	Elected Officials Reception <i>Location: Foyer</i>	Hosted by MMIA

WEDNESDAY – MAY 7

8:00 – 8:55	Leadership Philosophy <i>Location: Ponderosa</i>	Dan Clark
9:00 – 9:50	HR – Hiring Process, Probation Period, Council OR Employee <i>Location: Ponderosa</i>	Derrek Shepherd
10:00 – 11:00	Ethics aren't for the Byrdes in Ozark <i>(joint session)</i> <i>Location: Bitterroot/Sapphire</i>	Daniel Porter
11:00 – 12:00	Funding Law Enforcement <i>(joint session)</i> <i>Location: Bitterroot/Sapphire</i>	TBD & Local Gov. Center
12:00 – 1:15	Lunch – MMIA Employee Benefits presentation & MMCT&FOA business meeting <i>Location: Cutthroat/Grizzly</i>	 

1:15 - 2:15	The Radar Phenomenon <i>(joint session)</i> <i>Location: Sapphire</i>	Daniel Porter
2:30 - 5:00	Interactive Tour <i>Location: Downtown Butte</i>	

THURSDAY – MAY 8

8:00 - 8:50	HR: Progressive Discipline <i>(joint session)</i> <i>Location: Bitterroot/Sapphire</i>	Derrek Shepherd
9:00 - 10:00	Legislative Update <i>(joint session)</i> <i>Location: Bitterroot/Sapphire</i>	Kelly Lynch & Jennifer Olson
10:15 - 11:15	The 3 Million Dollar Ribbon <i>Location: Bitterroot/Sapphire</i>	Daniel Porter
11:15 - 12:00	Procurement Policies <i>Location: Ponderosa</i>	Mike Maas
12:00 - 1:00	Lunch Graduation & Awards Banquet <i>Location: Cutthroat/Grizzley</i>	Blast from the Past

