

2019 WMCA CONFERENCE SCHEDULE

(Updated 12/10/18)

TUESDAY, MARCH 12

7:30 – 8:30 am	Breakfast on your own
8:30 am – 12:00 pm	Advanced Academy Topic: Simplified Solutions – Organizing and Productivity Strategies for the Workplace Speaker: Bethanne Kronick Location: <i>Victoria Room</i>
12:00 pm – 1:00 pm	Lunch Location: <i>Victoria Room</i>
1:00 pm – 4:00 pm	Advanced Academy Continued Topic: Simplified Solutions – Organizing and Productivity Strategies for the Workplace Speaker: Bethanne Kronick Location: <i>Victoria Room</i>
5:00 pm – 5:30 pm	Meet and Greet First Time Attendees Location: <i>Seaview Lobby</i>
5:30 pm – 7:00 pm	President’s Reception Location: <i>Stars Room</i>
	Dinner on your own

WEDNESDAY, MARCH 13

8:00 am – 9:00 am	First Time Attendee/New Clerks Breakfast Session Location: <i>Victoria Room</i>	
8:00 am – 9:00 am	Breakfast for all other attendees Location: <i>Orcas Room</i>	
9:00 am – 9:45 am	Opening Ceremony Location: <i>Blakeley/Cypress Rooms</i>	
9:45 am – 10:00 am	Exhibitor Viewing & Break Location: <i>Pre-function Area</i>	
10:00 am – 11:30 pm	General Session/Keynote Address Topic: Going the Extra Mile (When you’re Running on Empty) Speaker: Brenda Viola Location: <i>Blakeley/Cypress Rooms</i>	
Break 11:30 – 12:00	Exhibit Viewing & Break Location: <i>Pre-function Area</i>	
12:00 pm – 1:30 pm	Lunch – Region IX Meeting & Honored Guest Comments (Silent Auction Opens at Noon) Location: <i>Orcas Room</i>	
1:30 pm – 3:00 pm	Class: Mastering the Media – Communication Tips for the City Clerk Speaker: Brenda Viola Location: <i>Victoria Room</i>	Class: Take Control of Your Email: Outlook & Email Management Best Practices Speaker: Bethanne Kronick Location: <i>Lopez/Pender Rooms</i>
3:00 pm – 3:30 pm	Exhibitor Viewing & Break Location: <i>Pre-function Area</i>	
3:30 pm – 5:00pm	Class: New Clerks Speaker: Alice Attwood Location: <i>Victoria Room</i>	Class: Clerk Roundtable Successes and Challenges... Brainstorm Topics and Process Improvements Focused on Technology Speaker: Liz Adkisson, Christine Brown and Tisha Geiser Location: <i>Lopez/Pender Rooms</i>
5:00 pm – 5:30 pm	WMCA Incoming & Outgoing Committee Chairs Meeting Location: <i>Victoria Room</i>	
5:45 pm – 9:00 pm	Dinner and LIVE Auction Location: <i>Orcas Room</i>	

2019 WMCA CONFERENCE SCHEDULE

THURSDAY, MARCH 14

8:00 am – 9:00 am	Breakfast Location: <i>Orcas Room</i>		
9:00 am – 10:00 am	Annual Business Meeting Location: <i>Orcas Room</i>		
10:15 am – 10:15 am	Exhibitor Viewing & Break Location: <i>Pre-function Area</i>		
10:15 am – 11:45 am	Class: JLARC Lessons Learned from 2017 and Public Records Technology Guidance Speaker: Oskar Rey MRSC Location: <i>Victoria Room</i>	Class: Digital Archive Transfers and Organizing Files for Transfers Speaker: Frank Oesterheld Cheney Location: <i>Lopez/Pender Rooms</i>	Class: Best Practices in Employment Risk Management Speaker: Location: <i>Saltspring/Satura Rooms</i>
11:45 am – 1:00 pm	Lunch (Silent Auction Closes at 1 pm) Location: <i>Orcas Room</i>		
1:00 pm – 2:30 pm	Class: JLARC Lessons Learned from 2017 and Public Records Technology Guidance Speaker: Oskar Rey MRSC Location: <i>Victoria Room</i>	Class: Digital Archive Transfers and Organizing Files for Transfers Speaker: State Archives – Frank Oesterheld Cheney Location: <i>Lopez/Pender Rooms</i>	Class: Best Practices in Employment Risk Management Speaker: Location: <i>Saltspring/Satura Rooms</i>
2:30 pm – 3:00 pm	Exhibitor Viewing & Break Location: <i>Pre-function Area</i>		
3:00 pm – 4:30 pm	Class: Hot Topics Speaker: MRSC, Toni Nelson Location: <i>Victoria Room</i>	Class: CMC/MMC Certification Q/A Speakers: Joann Tilton/Alice Attwood Location: <i>Lopez/Pender Rooms</i>	Class: <i>Notary Law after July 2018 Implementation</i> Speaker: Rebecca Jacob, Attorney and Notary Supply Location: <i>Saltspring/Satura Rooms</i>
6:00 pm – 7:00 pm	Vendors/Exhibitors Reception Social Location: <i>Pre-function Area</i>		
7:00 pm – 12:00 am	Annual Banquet (DJ and dancing afterwards) <i>Clerk of the Year, Swearing in of WMCA Officers, Large Raffle and Grand Raffle</i> Location: <i>Orcas/Cypress Rooms</i>		

FRIDAY, MARCH 15

7:30 – 8:30 am	Breakfast on your own
8:30 am – 10:00 am	Class: Self Talk and Mindfulness: Changing your Work Narrative Speaker: Karin Peabody Location: Blakely Room
10:00 am – 10:30 am	Break
10:30 am – 12:00 pm	Class: Self Talk and Mindfulness: Changing your Work Narrative (continuation) Speaker: Karin Peabody Location: Blakely Room
12:00 pm	Conference Adjourns / Fundraising Committee \$1 raffle
12:30 pm – 5:00 pm	Executive Committee Board Meeting Location: Board Room