

**SAVE THE DATE!!!**

**IIMC  
Region IV Meeting  
December 9-10, 2011  
Hilton Hotel, Jackson, MS**



**MISSISSIPPI STATE  
UNIVERSITY  
EXTENSION SERVICE**



\$109

**Registration Fee:**  
\$100.00  
**Hotel Rooms:**  
\$109.00 per night

**TENTATIVE AGENDA:**

**Thursday, December 8, 2011**

5:00 p.m. Registration and Opening Reception

**Friday, December 9, 2011**

8:00 a.m. Registration and Continental Breakfast

8:30 a.m. Welcome and Introductions

8:45 a.m. Class

12:00 p.m. Lunch

1:00 p.m. Class

4:30 p.m. Adjourn

5:30 p.m. Trip to Canton, Mississippi  
Dinner & City of Lights Tour

**Saturday, December 10, 2011**

8:00 a.m. Breakfast

8:30 a.m. Region IV Business Meeting

**Web Reservations:**

[http://www.hilton.com/en/mi/groups/personalized/J/JANJHHF-MSMCC-20111207/indexjhtml?WT.mc\\_id=POG](http://www.hilton.com/en/mi/groups/personalized/J/JANJHHF-MSMCC-20111207/indexjhtml?WT.mc_id=POG)

*Discrimination based upon race, color, religion, sex, national origin, age, disability, or veteran's status is a violation of federal and state law and MSU policy and will not be tolerated. Discrimination based upon sexual orientation or group affiliation is a violation of MSU policy and will not be tolerated.*

# REGISTRATION FORM

NAME \_\_\_\_\_

MUNICIPALITY \_\_\_\_\_

ADDRESS \_\_\_\_\_  
(STREET OR P.O. BOX)

(CITY) \_\_\_\_\_ (STATE) \_\_\_\_\_ (ZIP) \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

**REGISTRATION FEE \$100.00**  
**Guest Fee (Reception and Dinner) \$25.00**

**PLEASE MAKE CHECK PAYABLE TO:**

Center for Governmental Training & Technology  
 Mississippi State University Extension Service

Att.: Janet Baird

Box 9644

Mississippi State, MS 39762

## ACCOMMODATIONS

We have reserved a block of rooms at the Hilton Hotel at a rate of \$109 a night single/double. Please contact the hotel for your reservation at 601-957-2800 or online at [www.hilton.com](http://www.hilton.com), and remember to mention that you are attending the International Institute of Municipal Clerks Region IV Meeting. These rooms will be available until November 4, 2011, with group code MSMCC. After that date, rates may increase and room reservations will be based on availability.

**Alternate Nearby Lodging:**  
 Drury Inn & Suites 601-956-6100  
 Comfort Suites 601-977-6111  
 Cabot Lodge 601-957-0757

# INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS

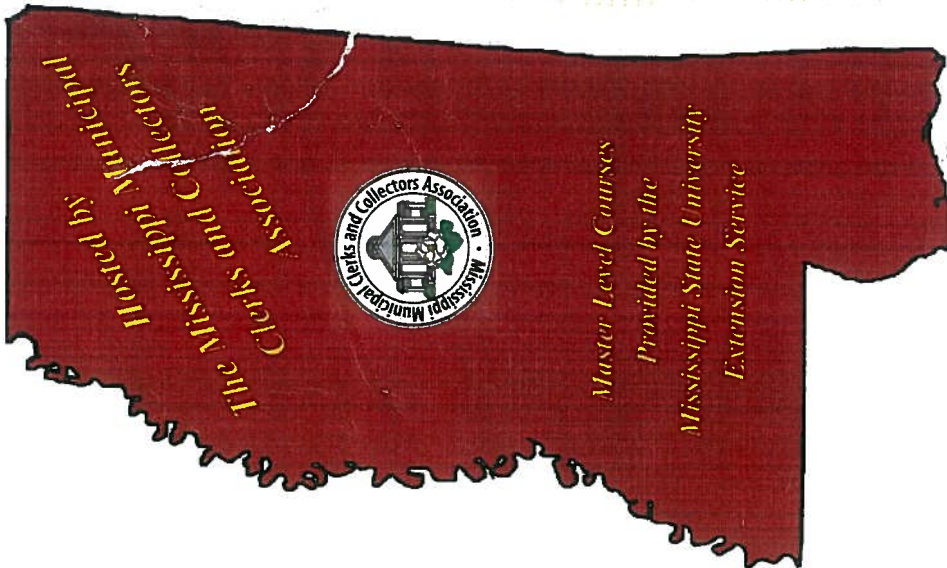
## REGION IV MEETING

**December 9-10, 2011**

Hilton Hotel  
 1001 East County Line Road  
 Jackson, MS 39211

Mississippi Municipal Clerks Association  
 P.O. Box 1539  
 Brandon, MS 39043

Patti Scott Grey, CMC  
 P.O. Box 2711  
 Texarkana, AR 75504-2711



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# SCHEDULE

## Thursday, December 8, 2011

5:30 – 7:00 p.m.  
Registration and  
*Diplomat I & II*

## Friday, December 9, 2011

7:30 a.m.  
*Diplomat I & II*  
Registration and  
Continental Breakfast

8:15 a.m.  
Welcome and Introductions  
Angela Bean, President  
MMCCA

8:30 – 11:45 a.m.  
*Diplomat I & II*  
Violence in the Workplace  
Larry Rowlett,  
Presidential Securities

11:45 a.m.  
*Wellington Buffet*

1:00 – 4:15 p.m.  
*Diplomat I & II*  
The Aftermath of Disaster  
Dr. Ryan Akers  
Mississippi State University

5:00 p.m.  
*Hilton Lobby*  
Meet for Bus Trip to Canton

6:00 – 9:00 p.m.  
Dinner and Tour of Lights  
Historic Canton, Mississippi

9:00 p.m.  
Bus Returns to the Hilton

\* Coursework will count for 1.5 points toward  
IIMC CMC or MMC certification.

## Saturday, December 10, 2011

8:00 a.m.  
*Diplomat I & II*  
Buffet Breakfast

9:00 a.m.  
*Diplomat I & II*  
IIMC Region IV  
Business Meeting

## Violence in the Workplace

An estimated two million cases of workplace violence occur each year. Perhaps the most frightening aspect of this growing issue is its sheer unpredictability: it can not only strike anywhere at any time, but also can be triggered by any number of actions. Far too often, it occurs because of domestic and other situations that are unrelated to work. This class will address:

- Security Awareness Training
- Prevention of Workplace Violence
- Executive Protection
- Travel Security
- Detection of Violent and Dangerous Behavior

## The Aftermath of Disaster

How do we handle workplace violence and other crises and disasters, whether man-made or natural? This class will include:

- The Effects of Crises: Emotional, Cognitive, Behavioral and Physiological
- Preparation and Response to Crises: Individual and Systemic
- Zombies, Robots and Superheroes: Finding Balance

## PLEASE JOIN US!

*On behalf of the Mississippi Municipal Clerks, I would like to invite you to make plans now to attend the IIMC Region IV meeting. We are very happy to host this year's conference and have put together a program that we believe you will find both motivating and educational. Jackson, the capital city of our beautiful state, offers a plethora of cultural diversions and retail experiences. Please join us. We would love to show you why Mississippi is known as the Hospitality State!*

*Angela Bean  
President,  
Mississippi Municipal Clerks And  
Collectors Association*



## CHRISTMAS IN HISTORIC CANTON

We're looking forward to sharing a shimmering evening of old-fashioned Christmas spirit with you Friday, December 9, 2011, at Christmas in Canton, the "City of Lights." The Historic Courthouse Square in Canton is transformed each year for this Christmas tradition, now in its 14<sup>th</sup> year. The Mississippi clerks are eager to host this enchanting experience, which will include dinner on the square and, of course, time to shop and to linger in front of store displays.

More than 200,000 twinkling lights set the stage for a truly joyful holiday celebration: merchants decorate their store windows; visitors can ride the carousel or vintage cars or take a spin around the square on a miniature train, a miniature fire truck or horse-drawn buggies; and at the Canton Animation Museums, more than 135 life-sized animated figures charm guests with scenes from Canton's history, as well as from fairy tales and children's stories. You'll be able to tour the Railroad Museum and the Log Cabin behind the Old Jail, and also take in the dazzling night-time parade known as Santa's Procession.

Visitors from throughout America and from many foreign countries have come to take part in Christmas in Canton. We're happy to celebrate the magic of Christmas with our fellow clerks from Arkansas, Louisiana, Oklahoma and Texas!