MCCC Annual Conference
June 1 – 4, 2015
Arrowwood Resort, Alexandria, Minnesota

Register Today!

Attendees:

Conference attendees should register through the MCCC RSVP site.

1.) Visit MCCC's RSVP site at http://calendar.mnccc.org/! Or, click on "MCCC RSVP Calendar & RSVP Login" from our home page at www.mnccc.org.

2.) If you already have a profile, be sure to login (in the upper right corner) before you register! If you do not have a profile, click on "Sign Up for An Account".

3.) Go to the month of June 2015. The conference will be held Monday, June 1st through Thursday, June 4th. You will have two sets of registration choices:

   Attendance:
   -Entire Conference (more than one day) - $65.00
   -One day registration, select which day you will attend - $45.00

   Conference Packet: You will have a choice in what type of conference packet you receive.
   -Flashdrive. Your flashdrive will be loaded with an electronic version of the same conference materials as are in the attendee binder. You'll receive no conference attendee binder with printed materials. You'll want to bring a laptop so that you can access the materials during the meetings.
   -Standard Conference Attendee Packet with printed materials.
   -Both, for an additional charge of $10.00.

4.) After registering with RSVP you will be emailed a Hotel Registration Form. You must register with Arrowwood by using this form for all of your lodging and meals.

Vendors/Exhibitors:

Conference attendees should register through the MCCC RSVP site.

1.) Vendors should register by visiting the MCCC Conference 2015 Webpage at http://mnccc.org/2015_conference. You will need to download the Vendor Show Registration Form, complete it and send it to MCCC for the vendor show and sponsorships.

2.) You will need to download and send in your Hotel Registration Form to Arrowwood for all your lodging and/or meals.

3.) Be sure to join us Monday evening for the Reception in the Vendor Show!! It is a great opportunity to network with attendees!

4.) You are welcome to join us for all meals. The Vendor Show will be closed and doors locked over lunch on Tuesday to give you an opportunity to network with attendees. Please be sure to purchase your lunch ticket(s) from Arrowwood.

MCCC Annual Member Conference

June 1 - 4, 2015 • Arrowwood Resort • Alexandria, Minnesota

		UPPER LEVEL BALLROOM(S)			LOWER LEVEL BALLROOM(S)			HALLWAY TO LOBBY	
		Lake Nokomis	Lake Vermillion	Lake Itasca	Lake Minnewaska	Lake Osakis	Lake Miltona	Lake Le Homme Dieu	Lake Carlos
Monday, June 1st	Noon - 12:30							Assessors CAMA Session	JIC Committee Meeting
	12:30 - 1:00		VENDOR SHOW SET UP						
	1:00 - 2:00				Mobile Gov	Locavore 101: How, Where and Why to Buy Local Foods	Migrate Sharepoint to Office365		
	2:00 - 2:15				Break	Break	Break		Break
	2:15 - 3:15				Fostering Collaboration and Cooperation in County Government software and hardware environments	IFS Training	Shaking Up Public Maps		0
	3:15 - 3:30				Break	Break	Break		Break
	3:30 - 4:30				Aumentum Auditor/Treasurer Custom Report Needs - Roundtable Discussion	Making the Most of Your Financial Transparency Initiative	Hacking People to Access Business Data: Learn How Social Engineering Leads to Breaches		0
	4:30 - 6:30		*Reception in Vendor Show: Appetizers & Cash Bar*						
	6:30 - 10:00								
Tuesday, June 2nd	6:00am - 7:00am				Run/Walk Club				
	8:00 - 8:15, 8:20 - 8:35, 8:40 - 8:55				MORNING COFFEE STRETCH SESSIONS! 8:00 - 9:00 Sessions will be 15 minutes in length and repeat three times during the hour! You can attend three "quick" sessions between 8:00 and 9:00! Start times are 8:00, 8:20, and 8:40!!				
			VENDOR SHOW		MORNING COFFEE STRETCH SESSION: The Audacious World of DJ Darcy	MORNING COFFEE STRETCH SESSION: Meet The Property Tax Division	MORNING COFFEE STRETCH SESSION: ArcGIS Online - How can Counties use it?	MORNING COFFEE STRETCH SESSION: Quick Tips & Tricks on Running a Meeting	MORNING COFFEE STRETCH SESSION: Continuing the Discussion - Fostering Collaboration and Cooperation in County Government software and hardware
	9:00 - 9:30		Vendor Show Prize Drawing. Must be present to win!		Break	Break	Break	Break	Break
	9:30 - 10:30		VENDOR SHOW		MNCIS and MCAPS	How RAM's Series4000 Helps Chisago County Control Their Fixed Asssets	CAMA User Group Meeting	ABC's of Parliamentary Procedure: How to have better more effective meetings	Drop In Discussion Room- Fostering Collaboration and Cooperation in County Government software and hardware environments
	10:30 - 11:00		Vendor Show Prize Drawing. Must be present to win!		Break	Break	Break	Break	Break
	11:00 - 12:00		VENDOR SHOW		eCharging Tips & Tricks	What is Information Security?	Property Information User Group Meeting	Optimum Suite for Windows Payroll/HR Will Fire You Up	Drop In Discussion Room- Fostering Collaboration and Cooperation in County Government software and hardware environments
	12:00 - 1:00				Networking Lunch				
					Vendor Show will be closed over lunch to provide a networking opportunity for vendors to join us for lunch!				
	1:00 - 2:00				MCAPS: New Reporting Program and Customizing an Excel Report	OSA TIF County Training	Aumentum Assessor Custom Report Needs - Roundtable Discussion	CollectMax User Group Meeting	Drop In Discussion Room- Fostering Collaboration and Cooperation in County Government software and hardware environments
	2:00 - 2:15		VENDOR SHOW		Break		Break	Break	Break
	2:15 - 3:15				County Attorney User Group Meeting		Trust Homesteads	Beacon™, The Next Level	Drop In Discussion Room- Fostering Collaboration and Cooperation in County Government software and hardware environments
	3:15 - 3:30		LAST DRAWING OF THE DAY! Starts at 3:15! Vendor Show Tear Down at 3:30.		Break	Break			Break	Break
	3:30 - 4:30				<<Templates>> & <<Variables>> [uc1]<<Oh My!>>[uc1]	Contract Creation in the IT World			Worksite Wellness	Drop In Discussion Room- Fostering Collaboration and Cooperation in County Government software and hardware environments
	4:30 - 7:00				Dinner on Your Own!				
	7:00 - 10:00				Various Activities!				

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		UPPER LEVEL BALLROOM(S)			LOWER LEVEL BALLROOM(S)			HALLWAY TO LOBBY	
		Lake Nokomis	Lake Vermillion	Lake Itasca	Lake Minnewaska	Lake Osakis	Lake Miltona	Lake Le Homme Dieu	Lake Carlos
Wednesday, June 3rd	6:00am - 7:00am	Run/Walk Club							
	8:00 - 9:00	New Features in MCAPS		OneNote	2015 Legislative and PRISM Updates		Data Modeling Overview	National Chage of Address (NCOA) & Intelligent Barcode (IMB)	*MCAPS Lab*
	9:00 - 9:15	*Break*	*Break*	*Break*	*Break*	*Break*	*Break*	*Break*	**Break**
	9:15 - 10:15	MCAPS Roundtable		Secure Cloud Storage: Demystifying the Options	**Finance & General Government User Group Meeting**		C.Y.O.A.: Collecting Taxes in 2015	TIF Roundtable	*MCAPS Lab*
	10:15 - 10:30			*Break*	*Break*	*Break*	*Break*	*Break*	**Break**
	10:30 - 11:45			State Assessed Properties	**Xerox Tax User Group Meeeting**		Aumentum Application Hosting & Managed Support Services	Understanding & Planning SharePoint from Business Perspective - Part 1	*MCAPS Lab*
	11:45 - 12:30	LUNCH will be an outdoor picnic weather permitting.							
	12:30 - 1:45	MCAPS Development Team Update	Regression and Comparable Sales Analysis	Electronic Notices vs Paper in the Mail	**Thomson Reuters User Group Meeting**		Keeping Your Data "Clean" & Using for Business Intelligence & Decision-Making - NOW!	Understanding & Planning SharePoint from Business Perspective - Part 2	*MCAPS Lab*
	1:45 - 2:00	*Break*	*Break*	*Break*	*Break*	*Break*	*Break*	*Break*	**Break**
	2:00 - 3:00	MCAPS: Testing for Program Changes	Property Tax Calculation Course (Exam Prep)	Microsoft OneNote - One Business User's Tips & Tricks to Help it Work with Our Work	**Information Services & Support Group (ISSG) Meeting**		Beta Testing Basics with PRISM Influence Roundtable	Auditor/Treasurer Roundtable for Aumentum	*MCAPS Lab*
	3:00 - 3:15	*Break*		*Break*	*Break*	*Break*	*Break*	*Break*	**Break**
	3:15 - 4:15	Outlook for Time Management		Writing Up Enhancements & Faults (in Aumentum)	0		CollectMax Training	**MCCC Board Meeting (formerly Executive Committee)**	*0*
	4:15 - 4:30	*Break*	*Break*	*Break*	*Break*	*Break*	*Break*	*Break*	**Break**
	4:30 - 5:30				**Membership Meeting**				
	5:30 - 7:00								
	7:00 - 10:00	**MCCC Awards Dinner & Entertainment**							
Thursday, June 4th	6:00am - 7:00am	Run/Walk Club							
	8:00 - 9:00	0	Aumentum Version 10	Dynamics GP Payroll and Human Resources with Self Service Employee Portal				Property Tax Calculation Exam	
	9:00 - 9:10	*Break*							
	9:10 - 10:10	IT Roundtable						Xerox Forfeiture Process Roundtable	
	10:10 - 10:20								
	10:20 - 11:20								

2015 Conference Schedule

Monday, June 1st at 12:30 - 4:30

Assessors CAMA Session, Room: Lake Le Homme Dieu
Presented by CAMA Committee Members
Session Description: Topics will include: TBA

Monday, June 1st at 12: 30 - 2:00

JIC Committee Meeting, Room: Lake Carlos

Mobile Gov, Room: Lake Minnewaska
Presented by Marty Ward and Sharad Cocasse, TSG
Session Description: 58% of Americans own a smart phone or tablet. They use it for reading the news, booking their vacations and shopping. This session covers strategies that can be deployed by government agencies to "Mobilize" their web applications and extend those services to mobile device users. Consumer trends will be highlighted and guidance provided on technical strategies for building a solid foundation for mobile applications.

Locavore 101: How, Where and Why to Buy Local Foods, Room: Lake Osakis
Presented by Elizabeth Jones, University of Minnesota
Session Description: This fun presentation will explain the health, taste, and economic benefits of purchasing local food, and will give participants the basics to convert to a more delicious, locally sourced diet. The presentation will focus on where to purchase local foods and how to best prepare them.

Migrate Sharepoint to Office365, Room: Lake Miltona
Presented by Daren Weier, Computer Integration Technologies, Inc.
Session Description: Everybody is talking about moving to Office 365, but there isn't a lot out there about how to do it. Come hear real-world examples of cloud migrations and learn how to migrate smoothly. This will be a "big picture" session, focused on the process more than deep geek-speak.

Monday, June 1st at 2:15 - 3:15

Fostering Collaboration and Cooperation in County Government software and hardware environments, Room: Lake Minnewaska
Presented by Facilitator: Reine Kassulker, Facilitator
Session Description: Facilitated discussion of the future of technology in County Government. This session would also provide the information and tools for counties to understand where similarities exist and how counties might start the discussion in developing partnerships and collaborative efforts particularly in improving the efficiencies in county software and hardware environments.

IFS Training, Room: Lake Osakis
Presented by TriMin Systems
Session Description: TBA

Shaking Up Public Maps, Room: Lake Miltona
Presented by Kyle Heideman, Pro-West and Associates
Session Description: Local government frequently need to share geographic data and insight with the

public. How the public demands to discover, consume, and interact with your information and content is and has been changing rapidly. Fortunately, ArcGIS Online offers numerous solutions for sharing geographic insight. The presentation will emphasize how you can use ArcGIS online to improve delivery of geographic insight to the public. A few live examples will be highlighted.

Monday, June 1st at 3:30 - 4:30

Aumentum Auditor/Treasurer Custom Report Needs - Roundtable Discussion, Room: Lake Minnewaska
Presented by Michael Nelson, Chisago County (ISSG Liaison)
Session Description: Round table discussion with the Aumentum Auditor and Treasurer group to see what Reporting needs they may have now and in the future.

Making the Most of Your Financial Transparency Initiative, Room: Lake Osakis
Presented by Brian Chaney (OpenGov) and Jerry Vyskocil (Nobles County)
Session Description: Local governments across the country are embracing new tools that make financial data accessible and transparent for constituents, elected officials, and internal staff. But knowing where to start and what technologies can help to increase the level of collaboration in your government can be challenging.

How are leading governments transforming budget data into meaningful, consumer friendly information? What are specific strategies and tools that can increase staff productivity and reduce information requests? Join the experts at OpenGov to explore the value behind cloud-based collaboration tools for your government. Learn how Administrators in Nobles County get the information they need, when they need it and how County Commissioners now have around-the-clock access to budget data.

Hacking People to Access Business Data: Learn How Social Engineering Leads to Breaches, Room: Lake Miltona
Presented by John Harmon, FRSecure, LLC
Session Description: Data breach revelations are common place in news headlines and social media today.

The development of new and expanded breach notification laws ensures the public will encounter breach disclosures frequently in the future.

To understand why these breaches have become a societal norm there must be an awareness of the fundamental factor, in particular the human contribution. Social engineering, is by definition the psychological manipulation of people into performing actions or divulging confidential information they would normally keep to themselves. Participants of this session will learn what social engineering is, discover how hackers coerce and deceive the unsuspecting and hear case studies of organizations who fell victim to cyber-attacks through social engineering and other attack vectors

Monday, June 1st at 4:30 - 6:30
Please join us in the ballroom for our annual Vendor Reception!

Tuesday, June 2nd at 6:00 - 7:00

Run/Walk Club, Room: Meet in Lobby
Presented by Amanda Jorgenson, Michael Stalberger, & Dana Anderson
Session Description: Start your day in an active way, while connecting with others attending the conference! Everyone is welcome. We will break into groups depending on desired walk or run pace and distance. We will meet in the lobby on Tuesday, Wednesday, and Thursday mornings at 6:00 a.m. and will return by 7:00 a.m. so everyone has a chance to get ready before the first conference session of the day!

Tuesday, June 2nd at 8:00, 8:20, 8:40 (repeating 15 minute session)

New to our Morning Coffee Stretch Sessions? This is a short 15 minute session that is repeated three times in an hour with 5 minute breaks in between. Be sure to be on time…and if you're quick, you can get in three sessions in an hour!

MORNING COFFEE STRETCH SESSION: The Audacious World of DJ Darcy, Room: Lake Minnewaska
Presented by Darcy Hoffman, Nicollet County
Session Description: This presentation will show you how to get the party started in the courtroom! DJ Darcy will use the Audacity computer program to redact audio recordings to be used for disclosure and trial purposes while also dropping those sweet beats! In addition to redacting the audio portion, DJ Darcy will demonstrate how to use Adobe Acrobat Pro to redact typed transcripts to reflect the awesomeness of your audio redaction.

MORNING COFFEE STRETCH SESSION: Meet The Property Tax Division, Room: Lake Osakis
Presented by Department of Revenue
Session Description: During this coffee chat session we will introduce the audience to the Property Tax Division. We will go over the multiple sections, their roles, contact information, and much more! We will also leave time for a Q & A session about our division.

MORNING COFFEE STRETCH SESSION: ArcGIS Online - How can Counties use it?, Room: Lake Miltona
Presented by Brian Fischer, Houston Engineering
Session Description: This session will provide an overview of ESRI's ArcGIS cloud platform. Topics will include what it is, how to get started, uses within county departments, and value of the platform. The presentation will conclude with a couple of brief demonstrations.

MORNING COFFEE STRETCH SESSION: Quick Tips & Tricks on Running a Meeting, Room: Lake Le Homme Dieu
Presented by Thomas Gmeinder
Session Description: Thomas Gmeinder is a Certified Professional Parliamentarian, Professional Registered Parliamentarian, and is certified to teach parliamentary procedure. Learn Quick Tips & Tricks to Run Meetings!

MORNING COFFEE STRETCH SESSION: Continuing the Discussion - Fostering Collaboration and Cooperation in County Government software and hardware environments, Room: Lake Carlos
Presented by Reine Kassulker, Facilitator
Session Description: Learn about what was discussed in yesterday's session, what we are doing today, and what are our next steps! Be sure to get your ideas included in our idea sharing!

Tuesday, June 2nd at 9:30 - 10:30

MNCIS and MCAPS, Room: Lake Minnewaska
Presented by TBA
Session Description: TBA

How RAM's Series4000 Helps Chisago County Control Their Fixed Asssets, Room: Lake Osakis
Presented by Tim Schmitt (Real Asset Management) & Mike Nelson (Chisago County)
Session Description: Database Specialist, Mike Nelson, from Chisago County and Fixed Asset Software Specialist, Time Schmitt, from Real Asset Management (RAM), discuss how RAM's Asset4000 and Inventory4000 software help municipalities gain control of their fixed assets and how Chisago County specifically has benefitted from RAMS's Series4000 fixed asset system.

CAMA User Group Meeting, Room: Lake Miltona

ABC's of Parliamentary Procedure: How to have better more effective meetings, Room: Lake Le Homme Dieu
Presented by Thomas Gmeinder
Session Description: Thomas Gmeinder is a Certified Professional Parliamentarian, Professional Registered Parliamentarian, and is certified to teach parliamentary procedure. Learn how to run effective meetings by using parliamentary procedure.

Drop In Discussion Room - Fostering Collaboration and Cooperation in County Government software and hardware environments, Room: Lake Carlos
Presented by Reine Kassulker, Facilitator
Session Description: Stop in to see what all of the talk is about! Share your thoughts and ideas on fostering collaboration and cooperation in county covernment software and hardware environments.

Tuesday, June 2nd at 11:00 - Noon

eCharging Tips & Tricks, Room: Lake Minnewaska
Presented by Kent Therkelsen, BCA and DocuTech Staff
Session Description: BCA eCharging and MCAPs staff will provide information on feature updates, user tricks and future development items for users that submit complaints from MCAPS to eCharging.   The session will also include question and answer time.

What is Information Security?, Room: Lake Osakis
Presented by John Harmon, FRSecure, LLC
Session Description: Broadly speaking, information security is about keeping information private and protected from falling into the hands of those without authorization to see or use that information. Fundamentally, information security is the application of Administrative, Physical, and Technical controls in an effort to protect the Confidentiality, Integrity, and/or Availability of information.

In order for us to understand this statement, we have to gain an understanding of some well-established information security concepts; Administrative Control, Physical Control, Technical Control, Confidentiality, Integrity, and Availability. Information security must be holistic. Information security is not an IT issue any more or less than it is an accounting or HR issue. Information security is a business issue.

[Property Information User Group Meeting](#), Room: Lake Miltona

Optimum Suite for Windows Payroll/HR Will Fire You Up, Room: Lake Le Homme Dieu
Presented by Sherry Dwyer, CPP (Optimum Solutions, Inc.) and Lori Johnson (Clay County)
Session Description: This session will demonstrate the features and functionality of Optimum Solutions Windows Suite product. Learn how our one database HRIS system can save you time and effort through ease of reporting, employee management and easy tax processing. In addition, this session will also touch on the specific needs for counties such as Treasurers Financial, Highway Cost and PERA reporting. Clay County, a current user of this product, will participate in this session to aid with any MCCC specific areas. Get fired up at how Optimum Suite will simplify your HRIS needs!

Drop In Discussion Room - Fostering Collaboration and Cooperation in County Government software and hardware environments, Room: Lake Carlos
Presented by Reine Kassulker, Facilitator
Session Description: Stop in to see what all of the talk is about! Share your thoughts and ideas on fostering collaboration and cooperation in county covernment software and hardware environments.

Tuesday, June 2nd at Noon - 1:00
Join us for Lunch Outside - weather permitting! Vendor Show will be locked over lunch so vendors can network with our members! Lunch tickets are included in your Arrowwood package or available for purchase at Arrowwood hotel registration.

Tuesday, June 2nd at 1:00 - 3:15 with break
OSA TIF County Training, Room: Lake Osakis
Presented by Jason Nord & Bob Odell, Office of the State Auditor
Session Description: The OSA will provide a condensed version of the TIF County Training that was provided in 2014. The training overviews county TIF roles and responsibilities as presented in the OSA's Tax Increment Financing County Guide.

Tuesday, June 2nd at 1:00 - 2:00
MCAPS: New Reporting Program and Customizing an Excel Report, Room: Lake Minnewaska
Presented by Carrie Shea (Docutech), Jane Theobald (Docutech), and Angela Aakre (Becker County)
Session Description: In this session, we will demo changes to the reporting program, which includes the ability to customize the default report. We will also spend time on the charges by user defined categories report and tips for customizing reports in Excel. Angela Aakre (Becker) will speak about using standard management reports in her office. A handout with MCAPS and Excel tips will be provided..

Aumentum Assessor Custom Report Needs - Roundtable Discussion, Room: Lake Miltona
Presented by Michael Nelson, Chisago County (ISSG Liaison)
Session Description: Round table discussion with the Aumentum Assessors to see what Reporting needs they may have now and in the future.

CollectMax User Group Meeting, Room: Lake Le Homme Dieu

Drop In Discussion Room - Fostering Collaboration and Cooperation in County Government software and hardware environments, Room: Lake Carlos
Presented by Reine Kassulker, Facilitator
Session Description: Stop in to see what all of the talk is about! Share your thoughts and ideas on fostering collaboration and cooperation in county covernment software and hardware environments.

Tuesday, June 2nd at 2:15 - 3:15
County Attorney User Group Meeting, Room: Lake Minnewaska

Trust Homesteads, Room: Lake Miltona
Presented by Jessi Glancey and Andrea Fish, Department of Revenue
Session Description: This seminar is designed for individuals who work regularly with agricultural homesteads, special agricultural homesteads, and trust-held property. Topics will include some basic background information on trusts and entities such as LLCs and may include brief introductory information regarding law changes from the 2015 legislative session if there are laws passed that would affect homestead eligibility. There will likely be an emphasis on trust homestead administration and various real-world examples provided.

Beacon™, The Next Level, Room: Lake Le Homme Dieu
Presented by Ryan S. Smith, The Schneider Corporation
Session Description: Beacon™ has supported nearly half a billion requests for information over the past few years and now it's gone to the next level of user interaction. We're rolling out a fresh new look and feel to your favorite Beacon™ sites. With a focus on the user's daily needs, Beacon's features and functions will result in a new, yet familiar user experience. Based off of the latest web technology, Beacon™ automatically identifies the type of device and the control the individual user will have with their website experience.

Drop In Discussion Room - Fostering Collaboration and Cooperation in County Government software and hardware environments, Room: Lake Carlos
Presented by Reine Kassulker, Facilitator
Session Description: Stop in to see what all of the talk is about! Share your thoughts and ideas on fostering collaboration and cooperation in county covernment software and hardware environments.

Tuesday, June 2nd at 3:30 - 4:30
<<Templates>> & <<Variables>> [uc1]<<Oh My!>>[uc1], Room: Lake Minnewaska
Presented by Jane Theobald and Carrie Shea (Docutech) and Darcy Hoffman (Nicollet County)
Session Description: This session will demonstrate how to create templates in MCAPS and insert variables into your templates to best utilize the full capability that MCAPS has to offer. Having your templates set up with proper variables is a time saver when generating documents.

Contract Creation in the IT World, Room: Lake Osakis
Presented by Jon Eckel and Kristine Fuge, Chisago County
Session Description: We will cover why there needs to be special terms and conditions in a technology contract. What this means in real life terms. Why you need to use a PLC process to create the needed attachments for the contract. Why you cannot accept "no other county makes us do this" statements from any vendor, sometimes you may need to just walk away. What MSS requires you to have in every contract...and much more!

Worksite Wellness, Room: Lake Le Homme Dieu
Presented by Margaret Belew
Session Description: Margaret Belew has worked an as adult orthopedic physical therapist for 23 years and as a health coach for more than 6 years. She has gone through the Mayo Wellness coaching certification program. In this session we will look at different approaches to make your work environment healthier for you!

Drop In Discussion Room - Fostering Collaboration and Cooperation in County Government software and hardware environments, Room: Lake Carlos
Presented by Reine Kassulker, Facilitator
Session Description: Stop in to see what all of the talk is about! Share your thoughts and ideas on fostering collaboration and cooperation in county covernment software and hardware environments.

Tuesday, June 2nd at 4:30 - 6:00
Thomson Reuters Tax Training Committee, Room: Executive Board Room I

Tuesday, June 2nd at 4:30 - 7:00
Dinner on Your Own and Optional Fun Evening Activities! Including Sand Volleyball Tournament! Sign up for fun activities on your own or with a group at conference registration!

Wednesday, June 3rd at 6:00 - 7:00
Run/Walk Club, Room: Meet in Lobby
Presented by Amanda Jorgenson, Michael Stalberger, & Dana Anderson
Session Description: Start your day in an active way, while connecting with others attending the conference! Everyone is welcome. We will break into groups depending on desired walk or run pace and distance. We will meet in the lobby on Tuesday, Wednesday, and Thursday mornings at 6:00 a.m. and will return by 7:00 a.m. so everyone has a chance to get ready before the first conference session of the day!

Wednesday, June 3rd at 7:00 – 8:00
LRMS Tax/CAMA Super Committee, Room: Executive Board Room I
Meet over breakfast.

Wednesday, June 3rd at 8:00 - 9:00
New Features in MCAPS, Room: Lake Nokomis & Vermillion
Presented by Carrie Shea (Docutech), Jane Theobald (Docutech), and Darcy Hoffman (Nicollet)
Session Description: In this session, we will go over the latest new developments in MCAPS. This will

cover 20+ new features to increase speed and productivity. Darcy Hoffman (Nicollet) will speak about her favorite features and how they are incorporated into her workflow. A handout with a brief description of the new features will be provided.

OneNote in an hour (or less), Room: Lake Itasca
Presented by George Sawyer, Sawyer Training
Session Description: OneNote is a handy and widely available note-taking tool from Microsoft. In this brief presentation George will review what OneNote can do (and what it's not so good at). We'll also discuss some ways that teams and departments use OneNote for collaboration. OneNote's tight integration with SharePoint will be discussed but we will also talk about using OneNote in a stand-alone fashion. Come prepared with questions, challenges, and success stories to share. Given time constraints this will be a lecture-demo session, no hands-on.

2015 Legislative and PRISM Updates, Room: Lake Minnewaska & Lake Osakis
Presented by Chelsea Griffin, Minnesota Department of Revenue
Session Description: This session covers legislation passed during the 2015 legislative session that impacts county programming, operations, and other topics that relate to the work of county auditors and treasurers. This session also covers updates on the PRISM project and what counties can expect as the project moves forward.

Data Modeling Overview, Room: Lake Miltona
Presented by Mike Nelson, Chisago County
Session Description: Explain what an ERD and Data Dictionary are. Also, what is T-SQL

National Change of Address (NCOA) & Intelligent Barcode (IMB), Room: Lake Le Homme Dieu
Presented by Laura Barber, Impact
Session Description: This session will explain why we need to use NCAO and IMB. How they work and what rules apply when used. There can be exceptions as well as what fees may be applied by the USPS for not using NCOA. Also, what options are available to users for both NCOA and IMB.

Wednesday, June 3rd at 8:00 - 9:00
MCAPS Lab, Room: Lake Carlos
Presented by DocuTech Staff

Wednesday, June 3rd at 9:15 - 11:45 with break
MCAPS Roundtable, Room: Lake Nokomis & Vermillion
Presented by Darcy Hoffman (Nicollet), Lori Collins (Sherburne), and Angela Aakre (Becker)
Session Description: Six different tables with MCAPS users facilitating conversation and offering their expertise. Table topics will be Criminal Cases (Darcy Hoffman – Nicollet), CHIPS (TBA), Child Support (TBA), Forfeiture (TBA), Other Civil Case Types (Lori Collins – Sherburne), and Victim/Witness (Angela Aakre – Becker). Attendees can visit all tables or spend time at one!

Wednesday, June 3rd at 9:15 - 10:15
Secure Cloud Storage: Demystifying the Options, Room: Lake Itasca
Presented by Bill Kimbler, CW Technology
Session Description: Dropbox, Box, One Drive, Soonr…There are many options for online storage and file

sharing these days. However, which provide the best end user experience while meeting the security and management requirements for IT staff? The process for selecting, implementing, and securing a solution will be discussed.

Finance & General Government User Group Meeting, Room: Lake Minnewaska & Lake Osakis

C.Y.O.A.: Collecting Taxes in 2015, Room: Lake Miltona
Presented by Patrick Sturgis and Rick Sturgis, Sturgis Powered by PayPal
Session Description: Presentation will focus on two main areas: the importance of having the latest security and encryption for accepting credit/debit cards, as well as the growing trend of governments and mobile technology.

TIF Roundtable, Room: Lake Le Homme Dieu
Presented by Dick Sivanich, Ramsey County
Session Description: Roundtable discussion of TIF for Aumentum Users. Topics to be determined from user group questionaire.

MCAPS Lab, Room: Lake Carlos
Presented by DocuTech Staff

Wednesday, June 3rd at 10:30 - 11:45

State Assessed Properties, Room: Lake Itasca
Presented by Jill Gontarek, Ramsey County
Session Description: Getting feedback from other Assessors on class codes that they are currently using for state assessed properties. Also, talking about the new state assessed and PRISM.

Xerox Tax User Group Meeeting, Room: Lake Minnewaska & Lake Osakis

Aumentum Application Hosting & Managed Support Services, Room: Lake Miltona
Presented by Andrew Berg and Thomson Reuters' Technical Services Staff
Session Description: A review of Thomson Reuters' application hosting and managed support services for Aumentum with our technical services and sales staff.

Understanding & Planning SharePoint from Business Perspective - Part 1, Room: Lake Le Homme Dieu
Presented by George Sawyer, Sawyer Training
Session Description: Part 1 of a 2 part session: SharePoint can change your business. For better, or for worse, depending on how you use it. The success of any SharePoint implementation rests solely on the planning you and your team do. This session will outline a planning process that has been proven in many Fortune 500's and government agencies. Whether you are responsible for the whole-shebang or just your own department's site, this planning process will give you guidance and insight. George has developed and delivered SharePoint training to many Fortune 500's as well as Federal & local government agencies including several branches of the DoD.

MCAPS Lab, Room: Lake Carlos
Presented by DocuTech Staff

Wednesday, June 3rd at 11:45 - 12:30

Join us for Lunch Outside - weather permitting! Lunch tickets are included in your Arrowwood package or available for purchase at Arrowwood hotel registration.

Wednesday, June 3rd at 12:30 - 1:45

MCAPS Development Team Update, Room: Lake Nokomis
Presented by MCAPS Development Team
Session Description: In this session the Development Committee will report on what they have accomplished over the last year. We will discuss what changes are working well, what is not working, what changes members would like to see to improve productivity. Are there changes that need to be made in the way the committee functions, how requests are handled, how changes are tested and implemented? Bring along any ideas that will improve MCAPS4 functionality, or ideas for how you would like MCAPS4 to perform in the future.

Regression and Comparable Sales Analysis, Room: Lake Vermillion
Presented by Ian Lamont, Spatialist
Session Description: An example of how Multiple Regression and Comparable Sales Analysis can be used in MN to help Assessor's Offices.

Electronic Notices vs Paper in the Mail, Room: Lake Itasca
Presented by Jim Cote', The Master's Touch LLC
Session Description: Paper or plastic? Visa or Mastercard? USPS mail or Email? Which do YOU prefer? Recent statistics tell us that 27% of the U.S. population prefers receiving receiving bills and statements electronically. Are you offering this choice? This session will give you the do's and don'ts for successfully offering e-statements. This isn't the future - it is the NOW!

Thomson Reuters User Group Meeting, Room: Lake Minnewaska & Lake Osakis

Keeping Your Data "Clean" & Using if for Business Intelligence & Decision-Making – NOW!, Room: Lake Miltona
Presented by Jason Timm, Heartland Business Systems
Session Description: Jason will introduce, demonstrate and discuss a software tool which allows non-technical workers to manage the quality of their data across multiple systems and use accurate data to quickly provide information about what is and has happened in their business. This capability allows departments to understand their business better and make more informed decisions about plans and actions. This tool is here now, easy to implement and use, and can provide visualization of the data for presentation.

Understanding & Planning SharePoint from Business Perspective - Part 2, Room: Lake Le Homme Dieu
Presented by George Sawyer, Sawyer Training
Session Description: Part 2 of a 2 part session: SharePoint can change your business. For better, or for worse, depending on how you use it. The success of any SharePoint implementation rests solely on the planning you and your team do. This session will outline a planning process that has been proven in many Fortune 500's and government agencies. Whether you are responsible for the whole-shebang or just your own department's site, this planning process will give you guidance and insight. George has

developed and delivered SharePoint training to many Fortune 500's as well as Federal & local government agencies including several branches of the DoD.

MCAPS Lab, Room: Lake Carlos
Presented by DocuTech Staff

Wednesday, June 3rd at 2:00 - 4:15

Property Tax Calculation Course (Exam Prep), Room: Lake Vermillion
Presented by Chelsea Griffin, Minnesota Department of Revenue
Session Description: This session will cover the property tax calculation course. The course covers how to calculate property taxes in the State of Minnesota and discusses material covered on the Property Tax Calculation Exam. The course is two hours - one hour for course material and one hour for questions and working through problems).

Wednesday, June 3rd at 2:00 - 3:00

MCAPS: Testing for Program Changes, Room: Lake Nokomis
Presented by Carrie Shea (Docutech), Jane Theobald (Docutech), and Angela Aakre (Becker)
Session Description: This session is an overview of reporting bugs to Docutech, Docutech's testing process for bug fixes and new features, and the BETA testing process by users. In the session, we will start with a reported bug at the Docutech website and walk through the steps to resolve the bug. Next, Docutech will demo the in-house testing of new features. Angela Aakre (Becker) will speak about BETA testing from a user's perspective. A handout with helpful tips for reporting bugs will be provided.

Microsoft OneNote - One Business User's Tips & Tricks to Help it Work with Our Work, Room: Lake Itasca
Presented by Michael Stalberger, Blue Earth County Taxpayer Services
Session Description: Microsoft OneNote is part of the Microsoft Office Suite and is a program for free-form information gathering and collaboration. It gathers notes and documents of all types and stores them for easy retrieval, editing and sharing. This session introduces OneNote to business users with the hopes of showing how it can be used to make some of our work processes more efficient. It will focus on how one user has used OneNote for assessor, auditor/treasurer and cross-office projects.

Information Services & Support Group (ISSG) Meeting, Room: Lake Minnewaska & Lake Osakis

Beta Testing Basics with PRISM Influence Roundtable, Room: Lake Miltona
Presented by Xerox Staff
Session Description: Xerox is currently alpha testing the new Department of Revenue PRISM submissions and is soliciting beta test counties. The Department of Revenue anticipates counties will begin beta testing in September 2015. In this session, counties will learn what to expect when they volunteer to be a beta tester. What skills will they need to be a beta tester? Where will they be testing? Will they need a special test environment? What will they be testing? All of these questions and more will be answered. A roundtable discussion will follow.

Auditor/Treasurer Roundtable for Aumentum, Room: Lake Le Homme Dieu
Presented by Marti Monsrud, Roseau County and Dana Anderson, Scott County
Session Description: Discussion of multiple processes in Aumentum.

MCAPS Lab, Room: Lake Carlos
Presented by DocuTech Staff

Wednesday, June 3rd at 3:15 - 4:15

Outlook for Time Management, Room: Lake Nokomis
Presented by George Sawyer, Sawyer Training
Session Description: We spend an extraordinary amount of time in Outlook every day. It's our primary communication and time management tool. Yet, many of us use Outlook with the same approach we did in the last century. The application has evolved and so have the methods available to us. We can be more organized, more productive, less stressed. This session will outline some key skills and concepts that will make your life manageable and reduce your stress. George successfully (so far) juggles owning a training company that requires nearly 75% travel, a doctorate program, and a board position on a major professional organization (oh, and a personal life). Come learn from his failures…and successes.

Writing Up Enhancements & Faults (in Aumentum), Room: Lake Itasca
Presented by Kris Lage, Scott County
Session Description: Review of writing up enhancements and faults for submission to Thomson Reuters. Also, reading and understanding the hot fixes and patches.

CollectMax Training, Room: Lake Miltona
Presented by Dana Anderson (Scott County) and Andrew Berg (Thomson Reuters)
Session Description: Demo of the new Collect Max Cart and information session on the Collect Max options.

MCCC Board Meeting (formerly Executive Committee), Room: Lake Le Homme Dieu

Wednesday, June 3rd at 4:30 - 5:30

Membership Meeting, Room: Lake Minnewaska & Lake Osakis
Please be sure a representative from your county or agency is present for our membership meeting. In this meeting, we will approve membership fees, our 2016 organization budget, hold elections, and cover other important membership business.

Wednesday, June 3rd at 5:30 - 9:00

Join us for a fun and fabulous dinner, award presentation and fired up entertainment! Dinner and awards will be held in the ballroom! Cash bar and fire performance will be held outside! If the weather does not cooperate, we will be moving the flames into the tennis courts!

G E T   F I R E D   U P …

…For the Fandazzi Fire Performance!!

The Fandazzi Fire Circus combines music, dance, and fire in a mesmerizing display of beauty and passion. Our musicians and choreographers work together to weave a story through song and dance, creating original, breathtaking pieces. These creations are enhanced by fire, bringing an element of mystery and danger to an already stunning performance.

Fandazzi is an ever-evolving Twin Cities based fire and light circus performing live music, dance, and feats of fire and light. Fandazzi Fire Circus was founded in 2004 to bring the mystery, magic, and bright presence of a gypsy family to the Minnesota Renaissance Festival. Since that time, the circus has expanded to offering performances at various venues throughout the Twin Cities, with special appearances in greater Minnesota, Iowa and Wisconsin.

Thursday, June 4th at 6:00 - 7:00

Run/Walk Club, Room: Meet in Lobby
Presented by Amanda Jorgenson, Michael Stalberger, & Dana Anderson
Session Description: Start your day in an active way, while connecting with others attending the conference! Everyone is welcome. We will break into groups depending on desired walk or run pace and distance. We will meet in the lobby on Tuesday, Wednesday, and Thursday mornings at 6:00 a.m. and will return by 7:00 a.m. so everyone has a chance to get ready before the first conference session of the day!

Thursday, June 4th at 8:00 - 10:10

Aumentum Version 10, Room: Lake Vermillion
Presented by Thomson Reuters & User Group Testing Committee
Session Description: Overview of Aumentum Version 10. Both a chance to hear feedback from the testing committee and a chance for Thomson Rueters Staff to present features and functions in version 10. Testing and implementation schedule will also be discussed.

Dynamics GP Payroll and Human Resources with Self Service Employee Portal, Room: Lake Itasca
Presented by Deb Slemoen and Kurt Quiggle, Implementation Specialists
Session Description: We will demonstrate the Dynamics GP Payroll and Human Resources Solutions from Microsoft. Come experience the ease and functionality that comes with Dynamics GP and its windows

and user interface provides. From Integrations with the AS400 for General Ledger posting to Online Benefit Enrollment the GP product is working successfully in counties today helping in automatic PERA reporting thru to tax reporting, simplifying the entire process.The Self Service Employee Portal is an intranet that empowers your employees to easily manage their HR processes from their desk or their desk at home. It allows employees to manage their own information such as addresses, phone number, dependents and emergency contacts. It also integrates with Dynamics GP payroll so they can directly access their compensation, benefit, time and attendance. Come see how these products can be a time saver for your HR/Payroll staff!

Thursday, June 4th at 8:00 - 9:00

Property Tax Calculation Exam, Room: Lake Le Homme Dieu
Presented by Chelsea Griffin, Minnesota Department of Revenue
Session Description: This session is the Property Tax Calculation Exam, which is one hour, open notes, and open book. Laptops may be used during the exam.

Thursday, June 4th at 9:10 - 11:30

IT Roundtable, Room: Lake Nokomis
Presented by ISSG Officers
Session Description: Let's bring conference topics to the table for discussion! How do we keep the momentum going?

Xerox Forfeiture Process Roundtable, Room: Lake Le Homme Dieu
Presented by Lana Johnson & Heidi Wilkinson, Xerox
Session Description: Xerox will present an informal, high level overview of the iSeries property tax forfeiture process followed by a facilitated round table discussion. Please bring your questions and any scenarios that you would like to discuss.