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the John Scott Dailey  
**FLORIDA  
INSTITUTE OF  
GOVERNMENT**  
at Florida Atlantic University

**The newsletter of the John Scott Dailey Florida Institute of Government  
at Florida Atlantic University**

*Celebrating over 30 years of service to the public sector*

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## **CODE ENFORCEMENT CERTIFICATION CLASSES AND EXAMINATIONS Through the Florida Association of Code Enforcement (F.A.C.E.)**

### **LEGAL ISSUES OF CODE ENFORCEMENT (LEVEL III)**

January - March  
Fort Lauderdale

### **FUNDAMENTALS OF CODE ENFORCEMENT (LEVEL I)**

March 5-10  
Fort Lauderdale

### **ADMINISTRATIVE ASPECTS OF CODE ENFORCEMENT (LEVEL II)**

March 12-17  
Fort Lauderdale

**Please go to [www.fau.edu/fiog](http://www.fau.edu/fiog) for schedule and registration information**

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## **PROFESSIONAL DEVELOPMENT AND RECERTIFICATION CLASSES FOR STATE, LOCAL GOVERNMENTS AND NON-PROFIT PERSONNEL**

Effective Email Communication	March 22
Conflict Management	March 29
Records Management for Law Enforcement Agencies	April 3
Effective Customer Service and Positive People Skills	April 12
Public Speaking 101 for Code Enforcement Officials	April 19
Certificate Program in Public Records Management	May 8 and 9
Business Tax Enforcement for Code and Business Professionals	May 10
Power Up Your Memory	May 17
Special Magistrates and Code Enforcement	June 7
Giving and Receiving Feedback	June 13

All classes have been approved for F.A.C.E. recertification credits  
(with the exception of the Records Management for Law Enforcement Agencies)

Any of these classes can be offered on-site at a substantial cost savings  
To find out more about our classes, programs, and other technical services please contact  
Sarah Shannon at [sshannon@fau.edu](mailto:sshannon@fau.edu) or 561/297-3749

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## **HOT TOPICS FOR LOCAL GOVERNMENT OFFICIALS ANNUAL REDEVELOPMENT 2012 SEMINAR SERIES:**

### **THE ABCs OF CRAs: COMMUNITY REDEVELOPMENT AGENCY BASICS AND 2012 LEGISLATIVE UPDATE**

March 22  
Lauderdale Lakes

### **CRA PROJECTS: FINANCING ISSUES AND OPTIONS**

June 21  
Boca Raton

### **REDEVELOPMENT PUZZLE: PUTTING ALL THE PIECES TOGETHER FOR SUCCESSFUL PROJECT IMPLEMENTATION**

October 3  
Pompano Beach

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## **CERTIFICATE IN COMMUNITY REAL ESTATE DEVELOPMENT**

Saturdays from January 21 - April 28  
Lauderdale Lakes

The Community Real Estate Development Program offers practical training for community developers and others in the industry, providing the tools needed to carry out successful affordable housing and community based real estate development projects.

Detailed information about the program can be found at [www.fau.edu/fiog](http://www.fau.edu/fiog).

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## **BUILDING A CULTURE OF ETHICS REGIONAL SUMMIT**

January 27  
Oakland Park

The Florida Institute of Government is proud to partner with the Florida League of Cities and its newest initiative, the Florida League of Cities University on the first in a series of regional summits.

Please go to [www.fau.edu/fiog](http://www.fau.edu/fiog) to download the brochure.

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## **FLORIDA ASSOCIATION OF BUILDING TAX OFFICIALS 24TH ANNUAL EDUCATIONAL CONFERENCE**

May 1-4, 2012  
Royal Plaza Hotel, Lake Buena Vista

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## **NEWS FROM YOUR INSTITUTE OF GOVERNMENT**

The Institute, in conjunction with the College for Design and Social Inquiry, was very pleased to award a \$1250 scholarship from the Florida Association of Building Tax Officials to a deserving student within the college, Mr. Alexandru Roman who is pursuing a PhD degree in Public Administration. Another \$1250 scholarship from the Florida Association of Building Tax Officials will be awarded to a deserving student within the College.

We are bringing back computer training! We are again taking requests for end-user Microsoft Office training. Better than before - it's onsite and customized to your specific needs. Certified Microsoft trainers are available for beginner through advanced training. Ask about our laptop rentals if you don't have a computer lab.

With governmental agencies being asked to do more with less, public sector employees are finding themselves faced with more challenges than ever before. Let us know how we can help meet your training and professional development needs, or help redesign your programs and processes.

Please contact Sarah Shannon at: [561/297-3749](tel:5612973749) ([sshannon@fau.edu](mailto:sshannon@fau.edu))

Established in 1982 as an affiliate of the John Scott Dailey Florida Institute of Government, our Institute's primary mission is to forge closer government-university ties, which address the needs of state, regional, and local governments and nonprofit agencies. The Institute's services area includes Broward, Hendry, Indian River, Martin, Miami-Dade, Monroe, Palm Beach and St. Lucie counties. The host organization for the Institute at Florida Atlantic University is the College for Design and Social Inquiry.

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