



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		08/26/2013			
Department:		Human Resources			
Department Head		Jim Parrish			
Agenda Coordinator (include phone #): Sharron Mason - Ext. 7247					
CAPTION					
A Resolution of the City Council of the City of Plano, Texas, approving the terms and conditions of an interlocal agreement by and between the North Central Texas Council of Governments (NCTCOG) and the City of Plano for educational training services; authorizing its execution by the City Manager or his authorized designee; and providing an effective date.					
FINANCIAL SUMMARY					
<input checked="" type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	2013/14 thru 2016-17	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	0	0	0
Encumbered/Expended Amount		0	0	0	0
This Item		0	0	0	0
BALANCE		0	0	0	0
FUND(s): N/A					
COMMENTS: This item has no fiscal impact.					
STRATEGIC PLAN GOAL: Interlocal agreements for Professional Development classes relate to the City's Goal of a Financially Strong City with Service Excellence and Partnering for Community Benefit.					
SUMMARY OF ITEM					
Interlocal Agreement by and between the City of Plano and North Central Texas Council of Governments (NCTCOG) for educational training services. NCTCOG will offer educational training classes at a City of Plano location. The initial term of this agreement shall be a period of twelve (12) months commencing upon the effective date hereof; provided however, that Plano shall have the right and option to extend the term hereof by three (3) additional twelve (12) month periods by given written notice to NCTCOG of Plano's election to extend the term hereof, such notice to be given not more than ninety (90) days prior to the expiration. (City of Plano Tracking #2013-251-l)					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Resolution and Interlocal Agreement					

A Resolution of the City Council of the City of Plano, Texas, approving the terms and conditions of an interlocal agreement by and between the North Central Texas Council of Governments (NCTCOG) and the City of Plano for educational training services; authorizing its execution by the City Manager or his authorized designee; and providing an effective date.

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, authorizes political subdivisions to contract with each other to perform government functions and services under the terms thereof; and

WHEREAS, the City Council has been presented with a proposed Interlocal Agreement by and between the City of Plano and the North Central Texas Council of Governments (“NCTCOG”) providing terms and conditions for educational training services, a copy of which is attached hereto as Exhibit “A” and incorporated herein by reference (hereinafter called “Agreement”); and

WHEREAS, upon full review and consideration of the Agreement, and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the City Manager or his authorized designee shall be authorized to execute it on behalf of the City of Plano.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS, THAT:

Section I. The terms and conditions of the Agreement, having been reviewed by the City Council of the City of Plano and found to be acceptable and in the best interests of the City of Plano and its citizens, are hereby in all things approved.

Section II. The City Manager or his authorized designee is hereby authorized to execute the Agreement and all other documents in connection therewith on behalf of the City of Plano, substantially according to the terms and conditions set forth in the Agreement attached hereto as Exhibit “A”.

Section III. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED this the 26th day of August, 2013.

Harry LaRosiliere, MAYOR

ATTEST:

Diane Zucco, CITY SECRETARY

APPROVED AS TO FORM:

Diane C. Wetherbee, CITY ATTORNEY

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF PLANO, TEXAS,
AND NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
FOR EDUCATIONAL TRAINING SERVICES
2013-251-I**

This Agreement is made between the **CITY OF PLANO, TEXAS**, a home-rule municipal corporation (hereinafter referred to as "Plano"), and **NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS** (hereinafter referred to as "NCTCOG), as follows:

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, as amended, authorizes governmental entities to contract with each other to perform government functions and services under the terms thereof; and

WHEREAS, Plano is a political subdivisions within the State of Texas and is engaged in the provision of governmental services for the benefit of their citizens; and

WHEREAS, the parties desire to enter into an agreement under which NCTCOG will offer educational training classes ("Program") to Plano employees at the rates specified herein; and

WHEREAS, Plano and NCTCOG have current funds available to satisfy any fees and cost required pursuant to this Agreement.

NOW, THEREFORE, Plano and NCTCOG, for and in consideration of the recitals set forth above and terms and conditions below, agree as follows:

I. TERM

The initial term of this Agreement shall be a period of twelve (12) months commencing upon the effective date hereof; provided however, that the Plano shall have the right and option to extend the term hereof by three (3) additional twelve (12) month periods by giving written notice to NCTCOG of Plano's election to extend the term hereof, such notice to be given not more than ninety (90) days prior to the expiration of the immediately preceding term.

II. THE PROGRAM

The parties agree that NCTCOG shall offer courses as identified in **Exhibit "1"** attached hereto and incorporated herein by reference. The parties understand and agree that any deviations or modifications in the terms of the Agreement may be authorized from time to time, but said authorization must be made in writing.

III. OBLIGATIONS OF THE PARTIES

NCTCOG will use Plano as an off-site class location. NCTCOG will handle class setup, enrollment, materials, fees, course evaluations, and sign in sheets. Plano will appoint one employee as a liaison. Course offerings and instructions as well as tuition are determined by NCTCOG. Plano must notify NCTCOG **at least five (5) business days prior** to the scheduled class date to avoid being charged for the class.

IV. FEES

Plano shall pay NCTCOG in accordance with the terms set out in **Exhibit "1"** attached hereto and incorporated herein by reference. Individual departments will pay for their employees to take training classes offered by NCTCOG. The Human Resources Department will not be expending any funds, unless a Human Resources Department employee takes classes.

Plano will pay for the fees and/or expenses incurred pursuant to this Agreement from the current revenues available. Any renewal will be subject to the revenues available for that contract term.

V. PAYMENTS DUE

All payments for expenses incurred as a result of the performance of this Agreement shall be made only from current revenues legally available to each respective party.

VI. TERMINATION

Plano may, at its option, with or without cause, and without penalty or prejudice to any other remedy it may be entitled to at law, or in equity or otherwise under this Contract, terminate further work under this contract, in whole or in part by giving at least thirty (30) days prior written notice thereof to NCTCOG with the understanding that all services being terminated shall cease upon the date such notice is received unless otherwise indicated in writing by the Plano.

VII. RELEASE AND HOLD HARMLESS

Each Party shall accept responsibility for, and shall hold the other Party harmless from any claim, cause of action or responsibility, and bodily injury, death or property damage resulting in any manner from the sole negligence of its agents, employees, or officers, which cause bodily injury, death, or property damage occurring during the Program or while traveling to or from the Program. Plano, to the extent allowed by law and without waiving any rights or protections provided therein, agrees to be responsible for its own acts of negligence and NCTCOG, to the extent allowed by law and without waiving any rights or protections provided therein, agrees to be responsible for its own acts of negligence which may arise in connection with any and all claims for damages, cost, and expenses to person or persons and property that may arise out of or be occasioned by this Agreement.

In the event of joint and concurrent negligence, NCTCOG and Plano agree that responsibility shall be apportioned comparatively. This obligation shall be construed for the benefit of the parties hereto, and not for the benefit of any third parties, nor to create liability for the benefit of any third parties, nor to deprive the parties hereto of any defenses each may have as against third parties under the laws and court decisions of the State of Texas.

It is expressly understood and agreed that, in the execution of this Agreement, no Party waives, nor shall be deemed hereby to have waived any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in Parties not signatories hereto. To the extent authorized under the Constitution and laws of the State of Texas, and without waiving sovereign immunity, each Party shall be responsible for any and all

claims, demands, suits, actions, damages, and causes for action related to or arising out of or in any way connected with its own actions, and the actions of its personnel rendered or performed pursuant to the terms and conditions of this Agreement.

VIII. ASSIGNMENT AND SUBLETTING

NCTCOG agree to retain control and to give full attention to the fulfillment of this Agreement, that this Agreement will not be assigned or sublet without the prior written consent of Plano and NCTCOG, and that no part or feature of the work will be sublet to anyone objectionable to Plano. NCTCOG further agree that the performance of this Agreement shall not relieve NCTCOG from its full obligations to Plano as provided by this Agreement.

IX. ENTIRE AGREEMENT

This Agreement represents the entire and integrated agreement between Plano and NCTCOG and supersedes all prior negotiations, representations and/or agreements, either written or oral. This Agreement may be amended only by written instrument signed by Plano and NCTCOG.

X. NOTICES

Unless instructed otherwise in writing, NCTCOG agrees that all notices or communications to Plano permitted or required under this Agreement shall be addressed to Plano at the following address:

City of Plano, Texas
Human Resources Department
Attn: Daryll McCarthy
P.O. Box 860358
Plano, TX 75086-0358

Plano agrees that all notices or communications to NCTCOG permitted or required under this Agreement shall be addressed to NCTCOG at the following address:

North Central Texas Council of Governments
Attn: Mike Eastland
P.O. Box 5888
Arlington, TX 76005-5888

All notices or communications required to be given in writing by one party or the other shall be considered as having been given to the addressee on the date such notice or communication is posted by the sending party.

XI. AUTHORITY TO SIGN/CITY COUNCIL AUTHORIZATION

The undersigned officer and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto.

XII. SEVERABILITY

The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held to be contrary to the law or contrary to any rule or regulation having the force and effect of the law, such decisions shall not affect the remaining portions of the Agreement. However, upon the occurrence of such event, either party may terminate this Agreement by giving the other party thirty (30) days written notice.

XIII. VENUE

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. The parties agree that this Agreement shall be enforceable in Collin County, Texas, and if legal and necessary, exclusive venue shall lie in Collin County, Texas.

XIV. INTERPRETATION OF AGREEMENT

Although this Agreement is drafted by Plano, this is a negotiated document. Should any part of this Agreement be in dispute, the parties agree that the Agreement shall not be constructed more favorably for any of the parties.

XV. REMEDIES

No right or remedy granted herein or reserved to the parties is exclusive of any right or remedy granted by law or equity; but each shall be cumulative of every right or remedy given hereunder. No covenant or condition of this Agreement may be waived without the express written consent of the parties. It is further agreed that one (1) or more instances of forbearance by either party in the exercise of its respective rights under this Agreement shall in no way constitute a waiver thereof.

XVI. SUCCESSORS AND ASSIGNS

The parties each bind themselves, their respective successors, executors, administrators, and assigns to the other party to this contract. Neither party will assign, sublet, subcontract or transfer any interest in this Agreement without the prior written consent of the other party. No assignment, delegation of duties or subcontract under this Agreement will be effective without the written consent of all parties.

EXECUTED on the dates indicated below:

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS

DATE _____

BY: _____

TITLE: _____

CITY OF PLANO, TEXAS

DATE _____

BY: _____

Diane Palmer-Boeck
PURCHASING MANAGER

APPROVED AS TO FORM:

Diane C. Wetherbee, CITY ATTORNEY

ACKNOWLEDGMENTS

STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on the ____ day of _____,
2013 by _____, (*Authorized representative*) _____ (*Title*) of
NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS.

Notary Public, State of Texas

STATE OF TEXAS §
§
COUNTY OF COLLIN §

This instrument was acknowledged before me on the ____ day of _____,
2013 by **DIANE PALMER-BOECK**, Purchasing Manager of the **CITY OF PLANO, TEXAS**,
a home-rule municipal corporation, on behalf of such municipal corporation.

Notary Public, State of Texas

**Program: North Central Texas Council of Governments (NCTCOG)
Training Classes Location**

Courses offered under this Program will include, but are not limited to, the following:

- *Attached excel spreadsheet.*

Credit Hours: Various credit hours per course

Participants: Maximum of 6 to 40 students

Tuition/Cost:

- \$125 - \$450

Materials/Supplies Costs:

- *B&W Copying .08¢/impression*
- *\$25.00 Per Manual*
- *\$75.00 Franklin Covey*
- *\$150 Snacks*
- *\$125 Per Kit (The 7-Habits)*

Scheduled Course Dates: January - November

Instructor: Various instructors listed on the Excel Spreadsheet



North Central Texas Council of Governments
REGIONAL TRAINING CENTER
OFF-SITE CLASS - GENERAL PROCESS

Once you have made a decision to hold an on-site class, a simple Memo of Agreement (MOA) will be drafted and submitted to you for review. The memo will document expectations of the Regional Training Center, as well as your agency.

After the signed MOA is received, a link will be sent to you which you will be able to e-mail to your people. The link will allow each person to register online for the class. If you choose, one person may be designated to access the class registration via the Internet and sign up all of the attendees. Five people may be registered on one registration form.

If you choose to allow each individual to register his or herself, the Regional Training Center will keep you posted on the employees who register. If you would like, a copy of each registration can be sent to you as the individuals are registered or a complete list can be provided after the registrations are received.

The system will automatically send a confirmation to the e-mail address entered by the person who registers. Also, it sends a notification of the registration to the Regional Training Center supervisor. Copies of the sign-in sheet and course evaluations will also be provided to your agency.

Certificates of attendance will be provided to all attendees. Police officers who attend the class will receive TCLEOSE credit. Hours of attendance are reported to TCLEOSE via their online system. Firemen are able to use their certificates to apply for Fire Commission credit and code enforcement officers may use their certificates for code enforcement credit.

If a decision is made to open the class to others, NCTCOG's Regional Training Center takes care of advertising to outside agencies. If desired, the host agency can forward the class advertisement to others in surrounding areas who may have an interest in attending. Notification of the outside agency attendees who register will be sent to the host agency's contact person.

Based upon the information you submit, your agency's task will be limited to providing the training site equipped with tables, chairs, a chalkboard, a flip chart, a laptop computer with Internet access, a LCD projector, and a projector screen. The only other concern should be notifying your employees, ensuring that each of them is registered, and letting them know that persons outside of the agency may be attending. We provide the advertisement to you for distribution to your employees. NCTCOG's Regional Training Center sends out a class reminder a day or so prior to the start of class.

On the first day of class, an RTC staff member will set up the class, greet the students, ensure each student signs in, provide students their class material, course evaluation, registration form, and TCLEOSE form if needed. After signatures are obtained, the registration paperwork and TCLEOSE paperwork are turned in to the RTC staff member. Students are also notified of other NCTCOG classes that may be of interest to them.

**North Central Texas Council of Governments
REGIONAL TRAINING CENTER
OFF-SITE CLASS - GENERAL PROCESS**

On occasions when the RTC schedule does not lend itself to staff members being available, the activities above will be handled by the instructor.

If additional information is needed, please contact: Phillis Lowery

624 Six Flags Drive, Suite 125
Arlington, TX 76011
(817) 608-2310 (metro)
(817) 640-9089 (FAX)
plowery@nctcog.org

How to Cancel a Registration

A registration may be cancelled by notifying our staff in writing (via e-mail or fax) **more than five business days* prior** to the course date. The cancellation will be made without obligation if

1. No payment has been processed or
2. The registrant has already signed up for another RTC class or
3. A substitution is made at the time of the cancellation.

If payment has been processed and a refund is requested, there will be a \$25 administrative fee for processing the refund.

"No shows" and course cancellations made **five or less business days** prior to the start of class and will be charged the full course fee. These registrants will be entitled to full class credit which must be used within three months.

Cancellations will be considered received by the RTC staff when verified by email (plowery@nctcog.org) or fax (817-640-9089). **Cancellations must be received in writing.** Direct any questions regarding course cancellations to RTC staff at 817-608-2310.

The effective date of this policy is October 1, 2011.

** Business days = Monday through Friday*

#	SIGN-IN SHEETS	CLASS SETUP COST	COURSE EVALUATIONS	COURSE NAME	START DATE/LAST OFFERED	END DATE/LAST OFFERED	TIME	MATERIALS/SUPPLIES COST	CREDIT HOURS/COURSE	TUITION /COST PER CLASS, PER STUDENT	# OF STUDENTS ENROLLED PER CLASS	MAXIMUM # OF STUDENTS TO ATTEND EACH COURSE	INSTRUCTORS
1	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Accident and Injury Prevention Safety Training for Firemen and Police	08-Jan-09	08-Jan-09	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Albert Mitchell
2	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Advanced Legal Overview/Legislative Update Code Enforcement Officers	24-May-13	24-May-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	50	Bonnie Goldstein
3	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Advanced Math (Water/Wastewater)	29-Jan-13	30-Jan-13	9:00 a.m. to 3:00 p.m.	\$25 Per Manual	5	\$250	6 to 40	40	Ghulam Sumdani
4	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Advanced Public Safety Media Relations Training	18-Nov-10	18-Nov-10	8:00 a.m. to 4:00 p.m.	\$0 - Supplied by instructor	7	\$125/\$135	6 to 40	40	Rick Rosenthal
5	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Anger Management	20-Apr-12	20-Apr-12	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Dr. Rob Sheppard
6	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Annexation Workshop	13-Sep-13	13-Sep-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Brown/Hofmeister LLP
7	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Asset Management: Planning, Strategy, and Implementation	23-Jul-09	23-Jul-09	8:30 a.m. to 4:30 p.m.	Supplied by URISA	7	\$75/\$125	6 to 40	40	Jason Amadori
8	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Basic and Advanced Records Management	18-Nov-11	18-Nov-11	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake, CRM
9	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Basic and Advanced Records Management for Local Governments	20-Sep-13	20-Sep-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake, CRM
10	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Basic Planning and Zoning/Meeting Management - City of Murphy	19-Oct-12	19-Oct-12	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	25	Brown/Hofmeister LLP
11	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Basic Records Management and Records Control Schedule	11-Dec-09	11-Dec-09	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake
12	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Basic Records Management and Disaster Planning	11-Apr-08	11-Apr-08	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake
13	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Basic Records Management and Improving Filing Systems	11-Jun-10	11-Jun-10	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake, CRM
14	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Best Practices for Developing Geographic Information Models	29-May-09	29-May-09	8:30 a.m. to 4:30 p.m.	Supplied by URISA	7	\$75/\$125	6 to 40	40	David K Arctur
15	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Class B Wastewater License Test Preparation	19-Aug-13	20-Aug-13	8:00 a.m. to 5:00 p.m.	B&W Copying - .08/impression	16	\$300	EXHIBIT 1	40	Ghulam Sumdani

16	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Class B Water License Test Preparation	21-Aug-13	22-Aug-13	8:00 a.m. to 5:00 p.m.	B&W Copying - .08/impression	16	\$300	6 to 40	40	Ghulam Sumdani
17	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Class C Wastewater License Test Preparation	19-Aug-13	19-Aug-13	8:00 a.m. to 5:00 p.m.	B&W Copying - .08/impression	8	\$150	6 to 40	40	Ghulam Sumdani
18	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Class C Water License Test Preparation	21-Aug-13	21-Aug-13	8:00 a.m. to 5:00 p.m.	B&W Copying - .08/impression	8	\$150	6 to 40	40	Ghulam Sumdani
19	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Coaching for Improved Work Performance	26-Jun-13	26-Jun-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lisa Carver
20	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Communicate with Confidence in the Workplace	31-Jan-13	31-Jan-13	9:00 a.m. to 4:30 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	30	Loretta Reid
21	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Communication Differences in the Workplace: A Matter of Knowledge and Respect	15-Nov-12	15-Nov-12	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	30	Loretta Reid
22	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Crisis Prevention - Do Your Actions Pass The Ethics Test?	09-Oct-09	09-Oct-09	9:00 a.m. to 4:30 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	45	David Margulies
23	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Dealing with Difficult People	01-Aug-13	01-Aug-13	9:00 a.m. to 3:00 p.m.	B&W Copying - .08/impression	5	\$140	6 to 40	45	Carla Daniels-Hill
24	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Disaster Planning and Improving Filing Systems	22-Aug-13	22-Aug-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake, CRM
25	Supplied by NCTCOG	Varied	Supplied by NCTCOG	DiSC: A Communication Preference Assessment	25-Sep-13	25-Sep-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lisa Carver
26	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Diversity in the Workplace	10-Aug-12	10-Aug-12	1:00 p.m. to 3:00 p.m.	B&W Copying - .08/impression	2	\$75	6 to 40	40	Brian Harris
27	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Diversity Training: After The Celebration	26-Aug-10	26-Aug-10	8:00 a.m. to 4:30 p.m.	B&W Copying - .08/impression	7	\$140	6 to 40	40	Brian Harris
28	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Ethics	27-Aug-10	27-Aug-10	10:00 a.m. to 12 Noon	B&W Copying - .08/impression	2	\$55	6 to 40	40	UT Dallas - Kimberly A. Aaron, Ph.D. and R. Paul Battaglio, Jr.,
29	Supplied by NCTCOG	Varied	Special FIM Evaluation S	Freeway Incident Management: First Responder and Manager's Course	26-Sep-13	27-Sep-13	8:00 a.m. to 5:00 p.m.	B&W Copying - .08/impression	15	Free/\$225	6 to 40	40	Moore/Plumer/Schretter /Chron/ Gundimeda
30	Supplied by NCTCOG	Varied	Special FIM Evaluation S	Freeway Incident Management: First Responder and Manager's Course	22-Jul-13	23-Jul-13	8:00 a.m. to 5:00 p.m.	B&W Copying - .08/impression	15	Free/\$225	6 to 40	40	Moore/Plumer/Schretter /Chron/ Gundimeda
31	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Geared for Change	06-Apr-09	06-Apr-09	9:00 a.m. to 3:00 p.m.	B&W Copying - .08/impression	5	\$140	6 to 40	40	Carla Daniels-Hill

32	Supplied by NCTCOG	Varied	Supplied by NCTCOG	GIS Program Management (URISA Certified Workshop)	20-Aug-08	20-Aug-08	8:30 a.m. to 4:30 p.m.	B&W Copying - .08/impression	7	\$0	6 to 40	40	Susan M. Johnson
33	Supplied by NCTCOG	Varied	Supplied by NCTCOG	How to Manage and Identify Manipulative Behavior	13-Aug-09	13-Aug-09	10:45 a.m. to 12:15 p.m.	B&W Copying - .08/impression	1.25	Special	6 to 40	40	Carla Daniels-Hill
34	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Innovative Financing Strategies for Transportation Projects	20-Sep-12	20-Sep-12	1:00 p.m. to 5:00 p.m.	\$0 - Supplied by instructor	4	No Cost	6 to 40	40	Lisa Fenner
35	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Law Enforcement and the Media: Getting to Know the Other Guy	18-Nov-08	18-Nov-08	8:00 a.m. to 4:00 p.m.	\$0 - Supplied by instructor	14	10+ PERSONS FRC	6 to 40	40	Rick Rosenthal
36	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Leadership Modular Series: Building Process Excellence - Franklin Covey	09-Aug-13	09-Aug-13	8:00 a.m. to 12:00 p.m.	\$75.00	4	\$150	6 to 40	15	Brian Harris - Franklin Covey Certified
37	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Leadership Modular Series: Building Process Excellence - Franklin Covey	28-Jun-13	28-Jun-13	8:00 a.m. to 12:00 p.m.	\$75.00	4	\$150	6 to 40	15	Brian Harris - Franklin Covey Certified
38	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Leadership Modular Series: Inspiring Trust - Franklin Covey	09-Aug-13	09-Aug-13	1:00 p.m. to 5:00 p.m.	\$75.00	4	\$150	6 to 40	15	Brian Harris - Franklin Covey Certified
39	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Leadership Modular Series: Inspiring Trust - Franklin Covey	28-Jun-13	28-Jun-13	1:00 p.m. to 5:00 p.m.	\$75.00	4	\$150	6 to 40	15	Brian Harris - Franklin Covey Certified
40	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Legal Issues in Employment and Supervision	01-Mar-13	01-Mar-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Brown/Hofmeister LLP
41	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Legal Liabilities of Transportation Professionals	18-Aug-06	18-Aug-06	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	No Charge/\$130	6 to 40	40	Bonnie Goldstein
42	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Legal Overview of Texas Land Use, Planning and Zoning	24-Jun-09	24-Jun-09	6:30 p.m. to 9:30 p.m.	B&W Copying - .08/impression	3	\$140	6 to 40	40	Bonnie Goldstein
43	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Legal Overview/Legislative Update Code Enforcement Officers	02-Aug-13	02-Aug-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Bonnie Goldstein
44	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Lime Stabilization Workshop	09-Sep-10	09-Sep-10	9:00 a.m. to 3:00 p.m.	\$0 - Supplied by Instructors	5	\$175	6 to 40	40	Reinhardt & Berger
45	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Making Meetings Matter: Effective Meeting Strategies	24-Sep-13	24-Sep-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lisa Carver
46	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Managing Electronic Records	03-Apr-13	03-Apr-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake, CRM
47	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Managing Electronic Records and Disaster Planning	07-May-10	07-May-10	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake, CRM

48	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Managing Manipulative Behavior	20-May-13	20-May-13	9:00 a.m. to 3:00 p.m.	B&W Copying - .08/impression	5	\$140	6 to 40	40	Carla Daniels-Hill
49	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Managing Multiple Priorities	27-Feb-13	27-Feb-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lisa Carver
50	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Managing Yourself and Others - Leadership Results through Emotional Intelligence	21-Aug-06	21-Aug-06	8:00 a.m. to 5:00 p.m.	B&W Copying - .08/impression	8	\$140	6 to 40	40	Bonds
51	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Master the Art of Presentations - Techniques and Skills for Designing Visuals	16-Apr-13	16-Apr-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$185	6 to 40	40	Ellen Taft
52	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Math Basics	03-Jan-13	03-Jan-13	8:00 a.m. to 5:00 p.m.	\$25 Per Manual	8	\$185	6 to 40	40	Ghulam Sumdani
53	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Newly Elected Officials Seminar	14-Jul-09	14-Jul-09	8:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	7	\$175	6 to 40	40	
54	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Pavement Design Considerations for Counties and Municipalities	23-Sep-13	23-Sep-13	9:00 a.m. to 3:00 p.m.	\$0 - Supplied by Instructors	5	\$175	6 to 40	40	Jerry Daleiden, PE and Michael Batuna, PE
55	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Pavement Maintenance and Rehabilitation	16-Aug-13	16-Aug-13	9:00 a.m. to 3:00 p.m.	\$0 - Supplied by Instructors	5	\$175	6 to 40	40	Jerry Daleiden, Jim Moulthrop and Michael Batuna
56	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Pavement Management - The Importance of Reliable, Non-Subjective Distress Data	23-Apr-13	16-Apr-13	9:00 a.m. to 3:00 p.m.	\$0 - Supplied by Instructors	5	\$175	6 to 40	44	Jerry Daleiden, PE, Michael Batuna, PE and Reuben Williams, PE
57	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Persuasive Business Presentations	21-Aug-09	21-Aug-09	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Bryan Gentsch, Ph.D.
58	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Planning and Zoning Series	29-Aug-13	30-Aug-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$280	6 to 40	40	Brown/Hofmeister LLP
59	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Prepared for Change	31-Jan-08	31-Jan-08	9:00 a.m. to 3:00 p.m.	B&W Copying - .08/impression	5	\$140	6 to 40	40	Carla Daniels-Hill
60	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Project Management for Non-Project Managers	20-May-13	20-May-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lisa Carver
61	Supplied by UNT	Varied	Supplied by UNT	Public Funds Investment Act Part I & II	05-Aug-13	06-Aug-13	9:00 a.m. to 3:00 p.m.	\$150 Snacks	5	\$250	6 to 40	40	UNT
62	Supplied by UNT	Varied	Supplied by UNT	Public Funds Investment Act Part I & II: New Investment Officers	03-Jun-13	04-Jun-13	9:00 a.m. to 3:00 p.m.	\$150 Snacks	5	\$250	6 to 40	40	UNT
64	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Public Safety Media Relations - Basic Course	01-Apr-13	01-Apr-13	8:00 a.m. to 4:00 p.m.	\$0 - Supplied by instructor	7	\$135/\$250 Both	6 to 40	40	Rick Rosenthal

65	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Public Safety Media Relations - Intermediate/Advanced Course	02-Apr-13	02-Apr-13	8:00 a.m. to 4:00 p.m.	\$0 - Supplied by instructor	7	\$135/250 Both	6 to 40	40	Rick Rosenthal
66	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Public Safety Media Relations Training	08-Jun-06	09-Jun-06	8:00 a.m. to 4:00 p.m.	\$0 - Supplied by instructor	7	\$135/250 Both	6 to 40	40	Rick Rosenthal
67	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Public Safety Media Relations Training Advanced Course	03-Nov-06	03-Nov-06	8:00 a.m. to 4:00 p.m.	\$0 - Supplied by instructor	7	\$135/250 Both	6 to 40	40	Rick Rosenthal
68	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Public Safety Media Relations: 2-Day Comprehensive Class	08-Mar-11	09-Mar-11	8:00 a.m. to 4:00 p.m.	\$0 - Supplied by instructor	7	\$295	6 to 40	40	Rick Rosenthal
69	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Records Management 101 and Disaster Planning	06-Jun-08	06-Jun-08	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake
70	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Records Management and Improving Filing Systems and Control Schedule Basics	20-Jul-07	20-Jul-07	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Steve Drake
71	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Refining Your Instructor Skills: Advice, Ideas and Reminders for New and Seasoned Instructors	12-Jun-12	12-Jun-12	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	30	Ellen Taft
72	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Role of the Supervisor	25-Jun-13	25-Jun-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lisa Carver
73	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Safety Management for City Governments	18-Mar-09	18-Mar-09	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Albert Mitchell
74	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Safety Management in the Workplace	14-Aug-09	14-Aug-09	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Albert Mitchell
75	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Safety Training for Employees in Office Environments	17-Oct-08	17-Oct-08	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Albert Mitchell
76	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Safety Training for Field Employees	14-Nov-08	14-Nov-08	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Albert Mitchell
77	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Stormwater Pollution Prevention Practices During Construction	20-Aug-13	20-Aug-13	8:30 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lee Stimpson
78	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Stress Management	26-Jul-13	26-Jul-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Dr. Rob Sheppard
79	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Stress Management	19-Jul-13	19-Jul-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Dr. Rob Sheppard
80	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Succession Planning and Leadership Development	23-Aug-13	23-Aug-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lashon Ross

81	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Surface Water Production I	10-Jun-13	12-Jun-13	8:00 a.m. to 5:00 p.m.	\$60 Per Manual	24	\$285	6 to 40	40	Ghulam Sumdani
82	Special Supplied by NCT	Varied	N/A	TCEQ Computer-Based Testing - Arlington, TX	23-Sep-13	23-Sep-13	8:00 a.m. to 11 a.m.	\$0	N/A	\$30	6 to 40	24	Phillis Lowery, Proctor
83	Special Supplied by NCT	Varied	N/A	TCEQ Computer-Based Testing - Arlington, TX	09-Jul-13	09-Jul-13	8:00 a.m. to 11 a.m.	\$0	N/A	\$30	6 to 40	24	Phillis Lowery, Proctor
84	Special Supplied by NCT	Varied	N/A	TCEQ Computer-Based Testing - Arlington, TX	06-Jun-13	06-Jun-13	8:00 a.m. to 11 a.m.	\$0	N/A	\$30	6 to 40	24	Phillis Lowery, Proctor
85	Special Supplied by NCT	Varied	N/A	TCEQ Computer-Based Testing - Arlington, TX	28-May-13	28-May-13	8:00 a.m. to 11 a.m.	\$0	N/A	\$30	6 to 40	24	Phillis Lowery, Proctor
86	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Teambuilding	22-Apr-13	22-Apr-13	8:30 a.m. to 3:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Carla Daniels-Hill
87	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Texas Notary Law and Procedure	07-Aug-13	07-Aug-13	1:00 p.m. to 5:00 p.m.	Printing cost only.	140	\$140	6 to 40	40	Dixie Lucey Assistant Attorney General Amanda Crawford - Chief, Open
88	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Texas Public Information Act	11-Jul-11	11-Jul-11	9:00 a.m. to 1:00 p.m.	B&W Copying - .08/impression	4	\$99	6 to 40	75	Assistant Attorney General and Public Information Coordinator Amanda Crawford - Assistant Attorney General and Public
89	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Texas Public Information Act for Law Enforcement with State of Texas Office of the Attorney General	24-Sep-12	24-Sep-12	9:00 a.m. to Noon	B&W Copying - .08/impression	3	\$99	6 to 40	60	Assistant Attorney General and Public Information Coordinator Amanda Crawford - Assistant Attorney General and Public
90	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Texas Public Information Act Question and Answer Session with State of Texas Office of the Attorney General	24-Sep-12	24-Sep-12	1:00 p.m. to 4:00 p.m.	B&W Copying - .08/impression	3	\$99	6 to 40	40	Assistant Attorney General and Public
91	Supplied by NCTCOG	Varied	Supplied by NCTCOG	The 3 C's to Effective Business Writing	24-Oct-12	24-Oct-12	9:00 a.m. to 4:30 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	30	Loretta Reid Brian Harris - Franklin Covey Certified Facilitator
92	Supplied by NCTCOG	Varied	Supplied by NCTCOG	The 5 Choices to Extraordinary Productivity - Franklin Covey	06-Sep-13	06-Sep-13	8:30 a.m. to 4:30 p.m.		7	\$389	6 to 40	40	Brian Harris - Franklin Covey Certified Facilitator
93	Supplied by NCTCOG	Varied	Supplied by NCTCOG	The 5 Choices to Extraordinary Productivity - Franklin Covey	21-Jun-13	21-Jun-13	8:30 a.m. to 4:30 p.m.		7	\$389	6 to 40	40	Brian Harris - Franklin Covey Certified Facilitator
94	Supplied by NCTCOG	Varied	Supplied by NCTCOG	The 7 Habits of Highly Effective People Signature Program - Franklin Covey	25-Jul-13	26-Jul-13	9:00 a.m. to 4:00 p.m.	\$129 Per Kit	12	\$450	6 to 40	10	Lisa Carver - Franklin Covey Certified Facilitator
95	Supplied by NCTCOG	Varied	Supplied by NCTCOG	The Records Management Manual for Local Governments	07-Jun-13	07-Jun-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	18	Steve Drake, CRM
96	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Time Management For Life - Living for Yourself, Not the Clock	13-Sep-06	13-Sep-06	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Bonds

97	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Totally Grammar	12-Sep-13	12-Sep-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	30	Loretta Reid
98	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Unit I: Basic Wastewater Operations	08-Jul-13	10-Jul-13	8:00 a.m. to 5:00 p.m.	\$45 Per Manual	20	\$240	6 to 40	40	Ghulam Sumdani
99	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Unit I: Basic Water Works	09-Sep-13	11-Sep-13	8:00 a.m. to 5:00 p.m.	\$30 Per manual	20	\$240	6 to 40	40	Ghulam Sumdani
100	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Unit I: Basic Water Works	17-Jun-13	19-Jun-13	8:00 a.m. to 5:00 p.m.	\$30 Per manual	20	\$240	6 to 40	40	Ghulam Sumdani
101	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Unit II: Wastewater Treatment	12-Aug-13	14-Aug-13	8:00 a.m. to 5:00 p.m.	\$45 Per Manual	20	\$240	6 to 40	40	Ghulam Sumdani
102	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Unit III: Ground Water Production	26-Aug-13	28-Aug-13	8:00 a.m. to 5:00 p.m.	\$45 Per Manual	24	\$240	6 to 40	40	Ghulam Sumdani
103	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Unit III: Wastewater Collection	29-Jul-13	31-Jul-13	8:00 a.m. to 5:00 p.m.	\$45 Per Manual	20	\$240	6 to 40	40	Ghulam Sumdani
104	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Unit V: Water Distribution	08-Oct-12	10-Oct-12	8:00 a.m. to 5:00 p.m.	\$45 Per Manual	20	\$240	6 to 40	40	Mary Ann Campbell
105	Supplied by NCTCOG	Varied	Supplied by NCTCOG	URISA - Transportation Spatial Database Design	24-Aug-11	24-Aug-11	8:30 a.m. to 4:30 p.m.	B&W Copying - .08/impression	7	\$75	6 to 40	40	http://www.urisa.org/boardelection_butler
106	Supplied by NCTCOG	Varied	Supplied by NCTCOG	URISA Certified Workshop - Public Data, Public Access, Privacy, and Security: U.S. Law and Policy	26-Sep-11	26-Sep-11	8:30 a.m. - 4:30 p.m.	B&W Copying - .08/impression	7	\$75	6 to 40	40	http://www.urisa.org/boardelection_tery
107	Supplied by NCTCOG	Varied	Supplied by NCTCOG	URISA Certified Workshop- An Introduction to Public Participation GIS: Using GIS to Support Community Decision Making	29-Mar-12	29-Mar-12	8:30 a.m. to 4:30 p.m.	B&W Copying - .08/impression	7	\$75/\$125	6 to 40	40	Judy Colby-George
108	Supplied by NCTCOG	Varied	Supplied by NCTCOG	User-Friendly Customer Service	21-Mar-13	21-Mar-13	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	30	Loretta Reid
109	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Wastewater Laboratory	08-Apr-13	10-Apr-13	8:00 a.m. to 5:00 p.m.	\$60 Per Manual	20	\$265	6 to 40	40	Ghulam Sumdani
110	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Water Laboratory	03-Sep-13	05-Sep-13	8:00 a.m. to 5:00 p.m.	\$60 Per Manual	20	\$265	6 to 40	40	Ghulam Sumdani
111	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Water Utilities Safety	15-Jul-13	17-Jul-13	8:00 a.m. to 5:00 p.m.	\$40 Per manual	20	\$265	6 to 40	40	Ghulam Sumdani
112	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Water Utility Calculations	16-Sep-13	18-Sep-13	8:00 a.m. to 5:00 p.m.	\$40 Per manual	20	\$265	6 to 40	40	Ghulam Sumdani

EXHIBIT

PAGE 11 OF 12

113	Supplied by NCTCOG	Varied	Supplied by NCTCOG	Why People Do What They Do - DiSC: A Communication Preference Assessment	29-Sep-10	29-Sep-10	9:00 a.m. to 4:00 p.m.	B&W Copying - .08/impression	6	\$140	6 to 40	40	Lisa Carver
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