Dear Public Service Professional:

Welcome to the Nineteenth Illinois Public Service Institute (IPSI)! The heart of our mission is to promote and encourage professional development through education and training specifically designed for Public Works supervisors and managers.

The Institute dates are October 4 through 9, 2020 and again April 25 through 30, 2020 and will be held at the Keller Convention Center in Effingham, Illinois.

This program has been very successful and continues to fill the classes to passed capacity. With is in mind, the planning committee has decided to offer the same courses and instructors twice a year, fall and spring. The reduced class size will continue the intense educational experience with more personal interaction and involvement.

The IPSI courses include three one-week sessions, focusing on Leadership Development, Service Excellence and Supervisory Skills. These sessions are non-sequential and one may begin the three-year cycle at any time. Please note that IPSI Fall 2020 and IPSI Spring 2021 are the same sessions.

Complete registration information is included in this packet.

HIGHLIGHTS INCLUDE:

- Tuition is $725.
- Lodging is not included in the tuition.
- Attendance is required at all sessions including evening functions that include classes, group meals and activities. See the schedule for details.
- Do not register for IPSI unless you can commit to attending all sessions.
- IPSI graduates may choose to attend any single day or combination of days that best fits their individual interests and availability for $125 per day.
- Thursday is “Directors’ Day” and offers an opportunity for directors or bosses to learn more about IPSI.

IPSI is an outstanding program that will help you reach your professional goals and enhance your effectiveness and efficiency on the job.

If you have any questions, please contact Mary Bender at 618-792-3508 or mbender102@aol.com. Information will be updated throughout the year on the website www.ilpsi.org.

Sincerely,

Sean C. Henry
Chairman, IPSI Advisory Council
OCTOBER 4 – 9, 2020 AND APRIL 25 – 30, 2021
Focus on Leadership
Keller Convention Center, Effingham, Illinois

INSTITUTE REGISTRATION

$725.00 Early Registration
Payment received before deadline

$775.00 Late Registration
Payment received after deadline

Institute registration includes classes, materials, breaks and these meals:
- Breakfast Monday through Friday
- Lunch on Monday, Tuesday and Thursday
- Dinner on Sunday, Tuesday and Thursday

Class size for Year 1 is very limited. Contact Mary Bender to verify availability before registering. Mbender102@aol.com

IPSI GRADUATES ONLY

$125.00 per day
Choose Single or Multiple Days
ADD $25 LATE FEE IF PAID AFTER THE DEADLINE
Please note on registration form the day(s) you plan to attend.

IPSI DIRECTOR’S DAY

$125.00 Thursday
ADD $25 LATE FEE IF PAID AFTER THE DEADLINE
“Director’s Day” as an opportunity for directors or bosses that want to get an idea of what IPSI is all about.
Includes dynamic speakers, materials, breaks and lunch.

CONTINUING EDUCATION CREDITS

- CECs will be based on the hours of instruction
- International Society of Arboriculture requires participants to sign-in at IPSI sessions
- Illinois Environmental Protection Agency preapproves IPSI Courses

IPSI DEADLINE

Fall and Spring Institute deadline is 14 business days prior to the start of IPSI.

CANCELLATION POLICY

- Cancellation requests received in writing by the deadline will receive a refund minus a $50 administrative charge.
- Cancellation requests received after the deadline and “no shows” will not be entitled to any refund.

LODGING INFORMATION

Call for reservations and mention that you are with IPSI.
Do not make reservations on the websites.

Holiday Inn Effingham
Connected to Keller Convention Center
1301 Ave of Mid America
$109.00 plus applicable taxes
217-540-7777

Country Inn & Suites
Adjacent to Keller Convention Center
1200 North Raney
$75.00 plus applicable taxes
217-540-5555

BLOCK CODE: IPS
### Important Notes
- Please keep a copy of the registration form for your records.
- Pay early and save. Payment must accompany registration form and be postmarked by the deadline.
- Cancellation requests received in writing by the deadline will receive a refund minus a $50 administrative charge.
- Cancellation requests received after the deadline and “no shows” will not be entitled to any refund.
- First year class is very limited. Contact Mary Bender at mbender102@aol.com in advance for availability. If the next class is full, you will be guaranteed a spot in the following session.
- Financial assistance is available through a limited number of scholarships. A list of organizations that are offering IPSI Scholarships is posted on the website www.ilpsi.org. Scholarship applicants must submit the registration form and note the payment is pending due to the scholarship request. Deadlines apply to scholarship applicants.

### IPSI Planning Committee
- Richard Berning
  - City of Springfield, Retired
  - APWA, Illinois Chapter
- David Chamness
  - City of Carbondale
  - IPSI Spring Class of 2019
- Larry Coloni
  - Village of Forsyth
  - APWA, Illinois Chapter
- John Heinz
  - Christopher B. Burke Engineering, Ltd.
  - APWA, Chicago Metro Chapter
- Sean C. Henry
  - City of Carbondale
  - APWA, Illinois Chapter
  - IPSI Chairperson 2019-20
- David Lawry, P.E.
  - Chastain and Associates, LLC
  - APWA, Chicago Metro Chapter
- Steve Ludwig
  - Village of Algonquin
  - Illinois Arborists Association
- Larry Lux
  - Lux Advisors, LTD
  - APWA, Chicago Metro Chapter
- Chris Morphey
  - Fox Metro WRD
  - IPSI Class of Fall 2017
- Tara Orbon, P.E.
  - Cook County DOT and Highways
  - IPSI Class of Fall 2019
- Douglas Paulus
  - Christopher B. Burke Engineering, Ltd.
  - APWA, Chicago Metro Chapter
- Allen Persons
  - Village of Plainfield
  - ISAWWA
- Mark Runyon
  - Village of Oswego
  - IPWMAN
- Dennis Schmidt
  - City of Champaign
  - APWA, Illinois Chapter
- Amy Wagner
  - City of Joliet
  - IPSI Fall Class of 2018
- Lewis Bender
  - IPSI Facilitator
  - Southern Illinois University – Edwardsville
- Mary Bender
  - IPSI Program Coordinator

### IPSI Partners
#### APWA Chicago Metro Chapter
- APWA, Chicago Metro Chapter
#### APWA Illinois Chapter
- APWA Illinois Chapter

### IPSI Sponsors
- Illinois Section, American Water Works Association
- Illinois Public Works Mutual Aid Network
- Illinois Arborist Association

### Endorsed By
- Illinois Municipal League
- Illinois City/County Management Association (ILCMA)
- Illinois Association of Municipal Management Assistants (IAMMA)

### University Affiliations
- Southern Illinois University - Edwardsville
- Northern Illinois University

www.ilpsi.org
SUNDAY  
10/04/20 or 4/25/21
3:00 – 5:00 PM 
REGISTRATION 
Keller Convention Center
5:00 – 6:00 PM 
ORIENTATION 
Everyone needs to attend this important session. In addition to setting the stage for the rest of the week, it provides an opportunity to get acquainted with the rest of the class. Don’t miss it!
6:00 – 8:30 PM 
WORKING SESSION 
First Class Assignment and First Session 
This session is mandatory. DINNER PROVIDED (2 hours of instruction)
MONDAY  
10/05/20 or 4/26/21
7:00 – 7:45 AM 
FULL BREAKFAST 
Convention Center
8:00 AM – Noon 
CORVID 19 
LESSONS LEARNED: Professional & Personal Short Term & Long Term 
IPSI Advisory Committee with Lewis Bender, Ph.D., Professor Emeritus SIU, Edwardsville 
IPSI Facilitator and Instructor 
(3.75 hours of instruction)
Noon – 1:00 PM 
LUNCH
1:00 – 4:30 PM 
ETHICS AND LEADERSHIP 
Where Do You Stand? 
Examining the foundation of your personal ethics. 
Larry (Nick) Nicholson 
Academy Leadership Associates, LLC 
(3.5 hours of instruction)
5:00 – 8:30 PM 
GENERATIONAL DIFFERENCES 
You will find new ways to view and work with other generations. 
Lewis Bender, Ph.D., Professor Emeritus SIU, Edwardsville 
IPSI Facilitator and Instructor 
(3.5 hours of instruction)
TUESDAY  
10/06/20 or 4/27/21
7:00 – 7:45 AM 
FULL BREAKFAST 
Convention Center
8:00 AM – Noon 
HOW TO Motivate Your Employees 
The top 10 (and least costly) motivators in business. 
Doug Cartland, DCI 
(3.75 hours of instruction)
Noon – 1:00 PM 
LUNCH
1:00 – 4:30 PM 
ETHICS AND LEADERSHIP 
Where Do You Stand? 
Examining the foundation of your personal ethics. 
Larry (Nick) Nicholson 
Academy Leadership Associates, LLC 
(3.5 hours of instruction)
WEDNESDAY  
10/07/20 or 4/28/21
7:00 – 7:45 AM 
FULL BREAKFAST 
Convention Center
8:00 AM – Noon 
HOW TO Motivate Your Employees 
The top 10 (and least costly) motivators in business. 
Doug Cartland, DCI 
(3.75 hours of instruction)
Noon – 1:00 PM 
LUNCH
1:00 – 4:30 PM 
ETHICS AND LEADERSHIP 
Where Do You Stand? 
Examining the foundation of your personal ethics. 
Larry (Nick) Nicholson 
Academy Leadership Associates, LLC 
(3.5 hours of instruction)
THURSDAY  
10/08/20 or 4/29/21
7:00 – 7:45 AM 
FULL BREAKFAST 
Convention Center
8:00 AM – Noon 
IT’S A MATTER OF YOUR STYLE 
Learn about the dynamics of teamwork and how distinct personalities bring value and strength to any organization. 
Lewis Bender, Ph.D., Professor Emeritus SIU, Edwardsville 
IPSI Facilitator and Instructor 
(3.75 hours of instruction)
Noon – 1:00 PM 
LUNCH
1:00 – 4:30 PM 
LEGAL UPDATE 
Marijuana Laws 
Your Rights, Their Rights 
Robert Smith 
CBS Attorneys 
(3.5 hours of instruction)
FRIDAY  
10/09/20 or 4/30/21
7:00 – 7:45 AM 
FULL BREAKFAST 
Convention Center
8:00 AM – Noon 
TRAINING TECHNIQUES AND APPROACHES FOR TODAY’S WORKFORCE 
Discover the training style that suits you best and acquire new skills for getting people involved in training and retaining their interest. 
Lewis Bender, Ph.D., Professor Emeritus SIU, Edwardsville 
IPSI Facilitator and Instructor 
(3.75 hours of instruction)
FREE AFTERNOON 
This free afternoon makes up for a very long day on Monday. Participants are strongly encouraged to take advantage of this time for networking and relaxing in preparation for the rest of the week.
Organized activities include golf, trap shooting and local tourism attractions.
Participants are on their own for dinner.
**HOT TOPICS** 
- Introduction to Contract Management – Steve Ludwig, Village of Algonquin, Amy Wagner, City of Joliet, and Larry Lux, Lux Advisors, LTD
- Benefits of Cross-Training Employees – Dennis Schmidt, City of Champaign and Sean Henry, City of Carbondale
- The Importance of Standard Operating Procedures – David Lawry, Chastain Engineers, Larry Coloni, Village of Forsythe, and Mark Runyon, Village of Oswego
- Succession Planning – Allen Persons, Village of Plainfield and Doug Paulus, Christopher B. Burke Eng., Ltd.

www.ilpsi.org