

**CHAIRS' INSTITUTE**  
**Richmond Marriott**  
**February 6 – February 7, 2015**

**DRAFT Agenda**

**Friday, February 6**

<b>8:30 – 9:00 a.m.</b>	<b>Institute Registration, Continental Breakfast</b>
<b>9:00 – 9:15 a.m.</b>	<b>Institute Overview and Welcome, Members Introductions</b>
<b>9:15 – 10:15 a.m.</b>	<b>Session 1 – Virginia County Government Structure, Powers &amp; Duties</b>
<b>10:15-10:30 a.m.</b>	<b>Break</b>
<b>10:30 - 11:50 a.m.</b>	<b>Session 2 – External (Media) Relations</b>
<b>12:00 -1:00 p.m.</b>	<b>Lunch</b>
<b>1:00 –2:15 p.m.</b>	<b>Session 3 – Internal Work Relationships</b>
<b>2:15 – 3:45 p.m.</b>	<b>Session 4 – Managing Meetings</b>
<b>3:45-4:00 p.m.</b>	<b>Break</b>
<b>4:00 –5:00 p.m.</b>	<b>Session 5 – Governing Across Boundaries</b>
<b>6:15 – 7:00 p.m.</b>	<b>Reception</b>
<b>7:00 p.m.</b>	<b>Dinner</b>

**Saturday, February 7**

<b>8:00 – 8:30 a.m.</b>	<b>Continental Breakfast</b>
<b>8:30 – 10:00 a.m.</b>	<b>Session 6–Issue Management and the Role of Leadership</b>
<b>10:00- 10:30 a.m.</b>	<b>Break</b>
<b>10:30 – Noon</b>	<b>Session 7– Making a Governance Difference: The Role of Goal setting</b>
<b>Noon</b>	<b>Adjourn</b>