

The KLC Training Program strives to be...

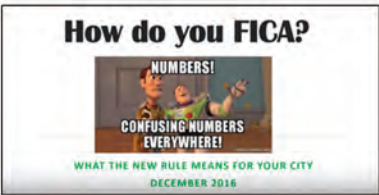
Relevant:

Timely and updated training topics designed to meet the needs of cities.



Responsive:

The law can change quickly and we are here to bring you necessary updates to keep your city compliant.



Reliable:

Our programs satisfy statutory requirements for various city officers including planning and zoning, finance officers, city attorneys, city clerks, city managers, HR officers and many more!



Meet the Training Team!

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klc.org



No other organization understands cities quite like us. The KLC City Official Training Center (COTC) provides training and education that ranges from essential and practical to innovative and inspiring, all designed specifically for city officials and municipal professionals.



klc.org

Cities are our business.

Our training and education programs are created to help meet the challenges of modern governance. The Kentucky League of Cities has a full roster of programs developed from member feedback. We also partner with professional associations to help provide content for targeted audiences such as municipal clerks, finance officers, city and county managers and public human resource officers.

In the past few years, KLC has added new training formats to enhance continued education for our members including KLC Summits, KLC Workshops and KLC Online Webinars. We are also expanding our recognition of member dedication to continued education with the new Certified Municipal Officer (CMO) designation!

Our training is member-focused, relevant and budget friendly. We are always looking for new topic and speaker suggestions. We want to hear from you! Please send us your ideas and feedback on our programming.

Thank you for supporting the KLC Training program!

Sincerely,
KLC Training Team



COTC Continuing Education and Recognition Program

The COTC is a voluntary continuing education and recognition program administered by KLC. City officials and employees can participate by attending KLC events and by submitting outside training credit from other municipal training. If you attend a KLC training, your credit is tracked automatically when you are scanned or complete a sign in sheet.

**Level I -
Achievement in City Governance -**
30 hours of training, including an ethics course

**Level II -
Excellence in City Governance -**
60 hours of training, including two hours of ethics

**Level III -
Master in City Governance -**
90 or more hours of training, including three hours of ethics



Certified Municipal Officer (CMO)

Created in 2017, the KLC Certified Municipal Officer (CMO) designation is our way of acknowledging city officials and employees who go above and beyond in their pursuit of continued education.

To obtain this prestigious designation, individuals must complete 135 total hours of training, which is 45 hours beyond the highest level of achievement in the COTC program (90 hours.)

Only certain courses throughout the year will qualify for this program and hours can only be earned at those specific events. Make sure to look for the CMO seal of approval at future KLC training events!

This prestigious designation must include two hours of open meeting and open records training and at least one hour of advanced ethics training.



HB 119 Training Incentive Program (TIP)

In 2011, the Kentucky Legislature enacted House Bill 119 which created a new section of KRS Chapter 64 to permit any city to adopt an ordinance establishing an incentive program for city officers to obtain educational training related to the duties and responsibilities of city officers and functions of city governments. KLC can provide a sample ordinance to be used to implement this program in your city.

- Ordinance should establish a base training incentive payment to be awarded for completion of a training unit during a calendar year.
- A training unit is 15 clock hours of attendance or participation in qualifying courses during a calendar year.
- The ordinance must specify what elected officials and non-elected positions are eligible for the incentive.
- The incentive payment can range from \$100 to \$500 per completed training unit.
- The city should allocate funding in its line item budget to cover the incentive payments and training expenses.

For more information on creating an incentive program, contact KLC.



City Government Month (CGM)

City Government Month is a grassroots awareness campaign to educate the public about city government – the level of government closest to the people. An initiative of the Kentucky League of Cities- City Government Month is a month-long celebration of civics in the classroom and the community.

The City Government Month program includes:

- Classroom lesson plans
- Coloring and activity book
- Implementation guide
- Interactive, kid-friendly website
- Promotional materials

The month of September is officially City Government Month, but teachers and city officials have access to the educational and promotional materials throughout the year.

For more information on City Government Month visit citymonth.org.

