



# A MBOA Pre-Fall Seminar WORKSHOP on . . .

## Increasing the Credibility of the Code Official

### Monday, October 27, 2008

### Canad Inns Polo Park

#### ABOUT THE WORKSHOP LEADER

#### LAURA SCOTT

Vice-President, Chapter Relations  
International Code Council,  
Ohio Field Office

Laura and her staff are responsible for the administration of the chapter program and the coordination of chapter benefits and service to chapters of the International Code Council (ICC). Serving over 300 chapters, chapter staff are the point of contact for hundreds of chapter officers and thousands of chapter members. The goal of the Chapter Program is to support the volunteer efforts of our chapter organizations in promoting the ideals of ICC, to advance their understanding of the International Codes and increase their professionalism through participation in ICC and local chapter activities.

Laura has been involved in the Code Administration professional for 20 years. She is the former Chapter Relations Manager at ICC and held a similar position with Building Officials and Code Administrators (BOCA) International, Inc.

Prior to joining BOCA, Laura was employed by the City of Columbus, Ohio, for ten years, where she was a successful code enforcement officer, supervisor, code writer and trainer.

#### DESCRIPTION:

Success as a code enforcement professional is dependent upon credibility. Credibility and trust are necessary for effective relationships with the public. Credibility is taken into consideration by every person with whom you interact. This course addresses weaknesses and strengths and develops an action plan that will enhance performance skills.

#### OBJECTIVES:

Upon completion, participants will be better able to:

- List personal strengths and weaknesses identified through a self-assessment.
- Define the personal interaction qualities of a credible code enforcement professional.
- Explain essential practices and communication skills.
- Describe basic technical competencies that a code official must possess to be perceived as credible.
- Describe the critical knowledge and skills necessary for managing efficient work.
- Develop personal improvement objectives and devise an action.

#### WHO SHOULD ATTEND:

Building, Fire & Zoning Officials and those who have a responsibility to be involved in the administration and enforcement of the Codes.

#### LOCATION:

Canad Inns Polo Park  
1405 St. Matthews Ave.

#### ACCOMMODATION:

Tel: (204) 775-8791  
Room Rates: \$105.00 Sgl/DbI (Plus applicable taxes)  
MBOA Reservation #: 124552  
To guarantee your room, reservations must  
made no later than **October 7, 2008**

#### SCHEDULE:

8:30 a.m.	Registration & Continental Breakfast
9:00 a.m.	Workshop Begins
12:00 Noon	Lunch
1:00 p.m.	Workshop Resumes
4:30 p.m.	Workshop Ends

#### FEES:

MBOA Members - \$60.00  
Non-Members - \$85.00  
Fees include continental breakfast, lunch, refreshment  
breaks and seminar materials. GST is NOT applicable.

#### REGISTRATION:

Send the completed registration form (see next page) to:

Fax: (204) 897-8094

or

Email: whirlwind@shaw.ca

or

Mail to:  
Manitoba Building Officials Association  
P.O. Box 2063  
Winnipeg, MB R3C 3R4

**CERTIFICATION VALUE – 2.5 POINTS**

**SEE NEXT PAGE FOR REGISTRATION FORM!**

**MBOA PRE-FALL SEMINAR WORKSHOP  
COMMUNICATIONS FOR CODE OFFICIALS**

OCTOBER 27, 2008  
CANAD INNS POLO PARK

**REGISTRATION FORM**

NAME \_\_\_\_\_ NAME \_\_\_\_\_

NAME \_\_\_\_\_ NAME \_\_\_\_\_

NAME \_\_\_\_\_ NAME \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ PROV \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

TEL: \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL: \_\_\_\_\_

- Enclosed is our cheque in the amount of \$ \_\_\_\_\_ (Payable to MBOA).
- Please invoice attention to:  
Name: \_\_\_\_\_ Email \_\_\_\_\_

**DEADLINE DATE FOR REGISTRATIONS:  
October 23, 2008**

Forward registration -- by fax – (204) 897-8094  
Email – [whirlwind@shaw.ca](mailto:whirlwind@shaw.ca)  
By mail: P.O. Box 2063, Winnipeg, MB R3C 3R4

**CANCELLATIONS** - Registration fees less a \$25 charge for administration shall be refundable if notice is received prior to the deadline date of **OCTOBER 23, 2008**. Registrants who fail to attend the program or cancel after the deadline shall be liable for the entire fee. No charge will be made for substitutions. MBOA reserves the right to cancel or reschedule a program due to insufficient registration and fees will be refunded in full.