

# Virginia Government & Law Course

September 18-19, 2017

Stafford County Public Safety Building, Stafford

*Registration is open to members of the Commissioners of the Revenue Association (CRAV) at TAV member fees.*

Fred Parker, MGT, Treasurer, Washington County, teaches this course.

This course covers the structure of Virginia state and local government; the Dillon Rule, intergovernmental relations, how to use Opinions of the Attorney General, FOI and Conflict of Interest, the role of the Compensation Board, and public meetings.

This course is an **elective course for deputies** under the certification program for TAV members. Treasurers may take this course for points only. For more information go to the **Certification Handbook**. If you have questions on certification, contact Al Spengler at [aws@virginia.edu](mailto:aws@virginia.edu) or 434 982-5518.

## Registration Deadline: September 8, 2017

The enrollment form is online at the TAV web site at: <http://www.vatreas.com>. Clicking on course registration here will take you to the Weldon Cooper Center for Public Service web site at the University of Virginia. **All registrations should be done on-line. How to register is explained on the web site. You will need a password to log onto the online registration system.**

Payment can be made on-line with a credit card. You can also pay by check, electronic transfer or LPO. To make payment using a method other than credit card, please print out your registration form and enclose a copy with your check. If paying via electronic transfer or via LPO, please include the invoice number with your payment.

Checks should be made payable to the **University of Virginia** and mailed to **Treasurers' Association of Virginia**, Cooper Center for Public Service, PO Box 400206, Charlottesville, VA 22904-4206.

The registration fee is **\$170** for **TAV/CRAV members** and **\$220** for **non-members**. **Member rate also applies to members of the Commissioners of the Revenue Association of Virginia**. A \$20.00 processing fee will be assessed for cancellations. No refunds for cancellations received less than 48 hours before the course unless your space is filled.

**Lunch on first day as well as refreshment breaks both days are included in the registration fee. Lunch is not provided on day two as the exam is before lunch!**

**If you need a vegetarian meal, please indicate your dietary needs during the registration process in the special dietary or physical accommodation text box.**

## Class Schedule

**Day One**      Registration: 8:30 – 9:00 a.m.  
                    **Class begins at 9:00 a.m.** and ends around 4:30 p.m.

**Day Two**      Class begins at 9:00 a.m. and ends before lunch.  
                    The exam is before lunch.

**Closed Book Exam** begins around 11:00 a.m. on Day Two. You have **two hours** to complete the exam and can leave when you are finished.

Remember to bring the following materials with you to class:

**Number two pencils**

**Assorted highlighters and or stickies**

Grades will be posted on the Cooper Center web site about a week after the exam.

If you are **not** enrolled in the TAV certification program administered by the Cooper Center for Public Service at the University of Virginia, you must fill out an enrollment form to view your grade on-line. You can download the form at the Cooper Center web site: [www.coopercenter.org](http://www.coopercenter.org) and click on *Certification Programs* and then download the *Enrollment Form*.

Otherwise to check your grade, please call Beth Watson at the Center at 434-982-2144 and she can tell you your grade.

## Directions to the Stafford County Public Safety Center

The **Stafford County Public Safety Center** is located at 1225 Courthouse Road in Stafford (540 658-4450). Located just before the intersection of US Route 1 (Jefferson Davis Highway) and Route 630 (Courthouse Road.)

**From Southern Virginia:** Travel I-95 North towards Washington, D.C. Take the VA- 630 exit, EXIT 140, toward Stafford. Turn right onto Courthouse Road/VA-630. The Stafford County Public Safety Center (Ford T. Humphrey Building) will be approximately 1/2 mile on the left. 1225 Courthouse Road.

**From Northern Virginia:** Travel I-95 South towards Fredericksburg. Take the VA-630 exit, EXIT 140, toward Stafford. Turn left onto Courthouse Road/VA-630. The Stafford County Public Safety Center (Ford T. Humphrey Building) will be approximately 1/2 mile on the left. 1225 Courthouse Road.

## Lodging

**NOTE:** All the hotels near the Stafford County Public Safety Center are full. It is *Modern Day Marine* at Quantico. \]

I have set up a block of room at the **Fairfield Inn & Suites by Marriott Fredericksburg** located at **10330 Spotsylvania Avenue, Fredericksburg, 22408**.

Make your reservation today by calling the Marriott direct at: **540-891-9100**.

Government rate: **\$91.00 Two Queen per night**.

**Check-in is 3:00 p.m. and check-out is 12 noon.**

Hotel is smoke-free.

Free parking.

Rooms have free WiFi; rate includes fitness center, indoor heated pool, and free hot breakfast. Rooms also have a coffee maker, hairdryer, iron and ironing board.

You must state that you are with the **Treasurers' Association of Virginia** to obtain this special rate. **Cut-off date is September 8, 2017**

**Only a limited a rooms have been blocked. If you try and they are full, contact Al at [aws@virginia](mailto:aws@virginia) and he can have them add more rooms to the block.**

**Fairfield Inn & Suites has a 48-hour prior to arrival cancellation policy.**

For more information on the Fairfield Inn by Marriott Fredericksburg, visit their website:

<http://www.marriott.com/hotels/travel/fkbfi-fairfield-inn-and-suites-fredericksburg/>

## Directions

Map and directions to the hotel can be found at the Marriott web site at:

<http://www.marriott.com/hotels/maps/travel/fkbfi-fairfield-inn-and-suites-fredericksburg/>

**Allow about 20 minutes to commute from the Fairfield Inn to the Stafford County Public Government Center.**