

CONFERENCE OF SOUTHERN COUNTY ASSOCIATIONS

1994 Spring Meeting
April 25-27, 1994
Frankfort, Kentucky

Monday, April 25

Arrive at the Lexington airport during the afternoon. KACo will pick you up at the airport and transport you to the Holiday Inn in Frankfort.

- 6:00 p.m. Welcoming Reception (Griggs' Suite #824)
7:00 p.m. Dinner on your own

Tuesday, April 26 (all meetings in KACo Offices in Frankfort)

- 9:00 a.m. Call to Order Jerry Griffin, Executive Director, Georgia
Welcome John Griggs, Executive Director, Kentucky
Bruce Ferguson, Commissioner, Dept. for Local Government
- 9:30 a.m. Presentation Tom Moore, EPA, Office of State and Local Relations
Discussion
- 11:30 a.m. Health Care
- 12:15 p.m. Working Lunch (*Sponsored by Sedgwick, James*)
- 1:00 p.m. Crime/Public Safety Issues
- 2:00 p.m. "For the Good of the Order" (i.e. what's someone doing to you that they may do to us next.)
- 4:00 p.m. CSCA after Solid Waste - A discussion of future directions
- 4:45 p.m. Suggestions from CSCA for the NCCAE Fall Program.
- 5:00 p.m. Adjourn to the Suite
- 6:15 p.m. Depart Hotel
- 7:00 p.m. Group Dinner at Spindletop Hall (*Sponsored by Willis-Corroon*)

Wednesday, April 27

Optional Trip

7:20 a.m. Depart Hotel

8:00 a.m. Trip to Airdrie Stud Farm for breeding demonstration
(This farm is owned by Kentucky Governor Brereton Jones)

8:45 a.m. Group Breakfast in Midway (*Sponsored by PEBSCo*)

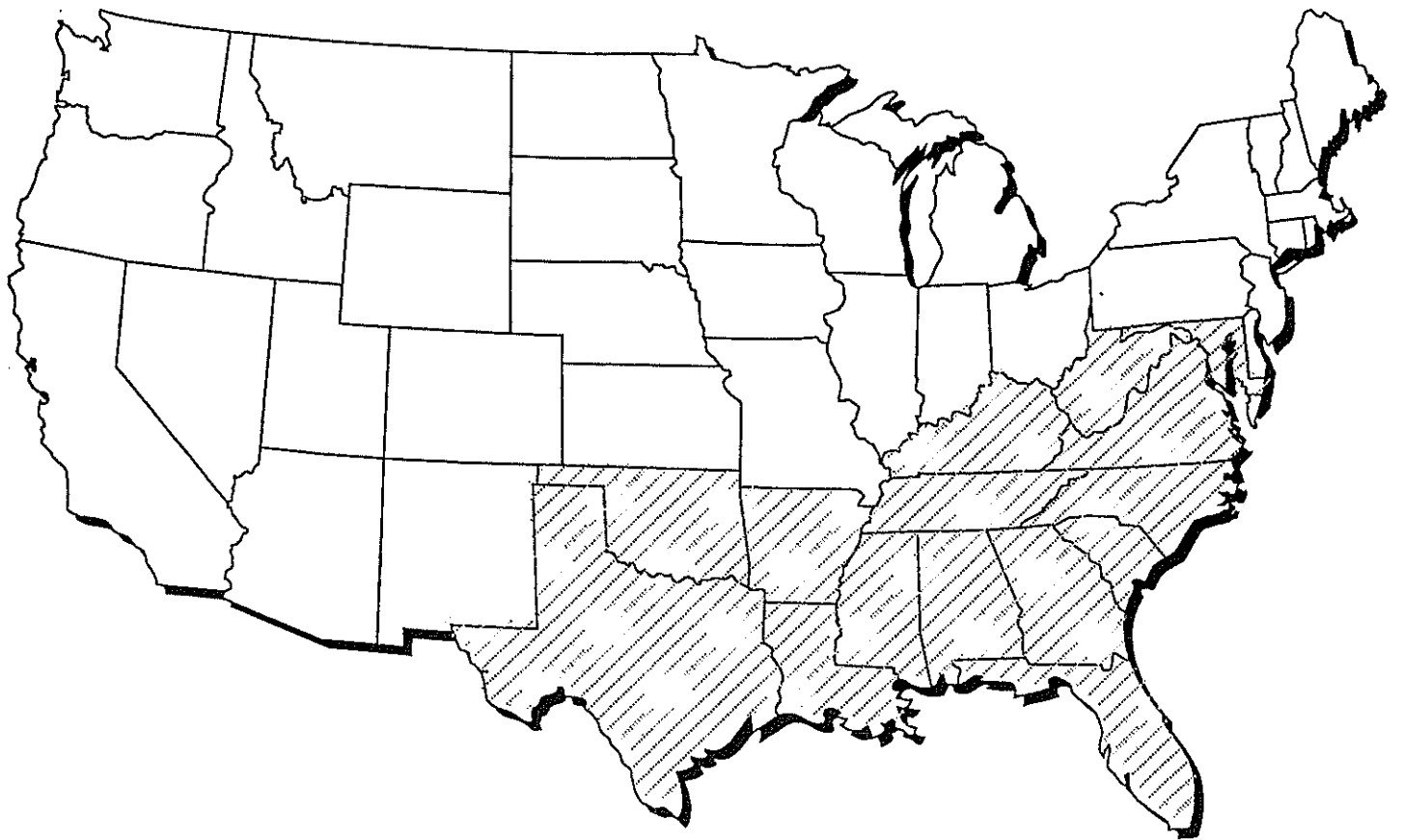
10:00 a.m. Tour of Lanes End Farm
(This is where Queen Elizabeth boards her horses and former President George Bush often visits)

11:00 a.m. Three Chimneys Farm (Home of Seattle Slew)
(Mr. Robert Clay, owner of Three Chimneys Farm, is a director of PNC Bank, sponsor for our luncheon at Keeneland)

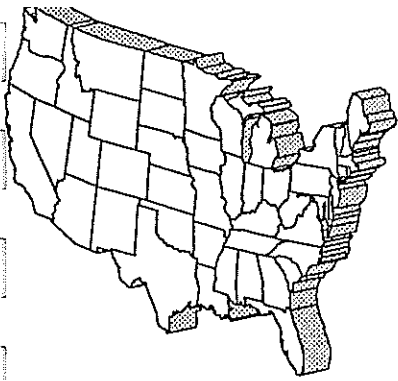
12:00 p.m. Lunch at Keeneland Track in Lexington (*Sponsored by PNC Bank*)
Post time is 1:00 p.m. and racing continues to dark. Transportation will be provided when you want to leave to get to the airport which is close to the track)

Races over at approximately 5:15 - 5:30 p.m.

Conference of



Southern Counties Association



**Conference of
Southern Counties
Association**

1994 Directory of State Associations

Conference of Southern Counties Association, Inc.
P. O. Box 2486
Peachtree City, GA 30269
telephone: 404/487-54771 fax: 000/222-3333
Environmental Program Manager: John B. Gardner

The Conference of Southern County Associations, Inc., is a non-profit corporation of local government associations representing fifteen states, one third of the states in the U.S., and 35% of the population. Membership includes Arkansas, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia and West Virginia.

The mission of the association is to coordinate and communicate among state associations county issues of common concerns, to develop and initiate educational and training needs for local government officials as they deal with management decisions in their communities. Among the first activities of the association was to obtain EPA Grants to provide start-up funding, secure an IRS non-profit status to encourage corporate involvement, develop state work groups and host educational resource conferences.

**Conference of Southern Counties Association
Listing of Executive Directors of State Associations**

Association of County Commissions of Alabama
100 N. Jackson St.
Montgomery AL 36104
Mr. O. H. Buddy Sharpless, Executive Director
205/263-7594 FAX 205/263-7678

Association of Arkansas Counties
314 S. Victory
Little Rock AK 72201
Mr. James H. Baker, Executive Director
501/372-7550 FAX 501/372-0611

Florida Association of Counties
P. O. Box 549
Tallahassee FL 32302
Mr. Rod Kendig, Executive Director
904/224-3148 FAX 904/222-5839

Association County Commissioners of Georgia
50 Hurt Plaza, Suite 1000
Atlanta GA 30303
Mr. Jerry R. Griffin, Executive Director
404/522-5022 FAX 404/525-2477

Kentucky Association of Counties
380 King's Daughters Drive
Frankfort KY 40601
Mr. John M. Griggs, Executive Director
502/223-7667 FAX 502/223-1502

Police Jury Association of Louisiana
707 North Sevent Street
Baton Rouge LA 70802-5327
Mr. James T. Hays, Executive Secretary
504/343-2835 FAX 504/343-0050

Maryland Association of Counties, Inc.
169 Conduit Street
Annapolis MD 21401
Mr. David S. Bliden, Executive Director
410/269-0043 (Balto. Metro) FAX 410/268-177

Mississippi Association of Supervisors
P. O. Box 1314
Jackson MS 39202
Mr. E. Jack Gregory Jr., Executive Director
601/353-2741 FAX 601/353-2749

North Carolina Association of County Commissioners
215 N. Dawson Street
Raleigh NC 27602-1488
Mr. C. Ronald Aycock, Executive Director
919/715-2893 FAX 919/733-1065

Association of County Commissioners of Oklahoma
818 NW 63rd Street
Oklahoma City OK 73116-7604
Mr. John Henry Ward, Executive Director
405/840-9582 FAX 405/840-5122

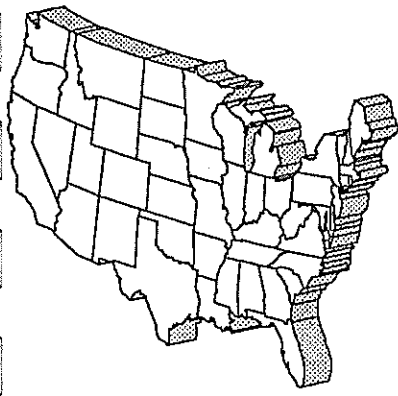
South Carolina Association of Counties
P. O. Box 8207
Columbia SC 29202-8207
Mr. Michael B. Cone, Executive Director
803/252-7255 FAX 803/252-0379

Tennessee County Services Association
226 Capitol Boulevard Suite 700
Nashville TN 37219
Mr. Robert M. Wormsley, Executive Director
615/245-5591 FAX 615/244-3340

Texas Association of Counties
P. O. Box 2131
Austin TX 78768
Mr. Sam Seale, Executive Director
512/478-8753 FAX 512/478-0519

Virginia Association of Counties
1001 E. Broad Street, Suite LL20
Richmond VA 23219-1901
Mr. James D. Campbell, Executive Director
804/788-6652 FAX 804/788-0083

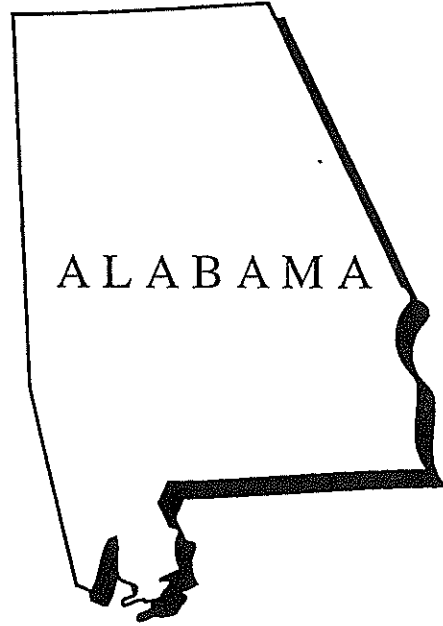
West Virginia Association of Counties
2211 Washington Street East
Charleston WV 25311-2218 FAX 304/346-0592
Mr. John Huff, Executive Director



**Conference of
Southern Counties
Association**

1994 Staff Directory

Alabama



**Association of County Commissions of Alabama
100 North Jackson Street
Montgomery AL 36104
(205) 263-7594 FAX (205) 26307678**

Executive Director: O. H. "Buddy" Sharpless

O. H. "Buddy" Sharpless	Executive Director	General administration; lobbying
Sonny Brasfield	Assistant Director	production of magazine, conference and convention planning; lobbying
Bob Smith	Director of Insurance	coordinates all activities of two self-funded programs
Janice Metts	Bookkeeper	all accounting responsibilities
Libby Johnson	Secretary	Secretary to the Board of Directors of the Association and to the Boards of Trustees of two insurance programs
Marsha Collier	Secretary	General secretarial responsibilities
	Staff Attorney	Advises counties on legal issues; lobbying



Conference of
Southern Counties
Association

1994 Staff Directory

Arkansas



Association of Arkansas Counties
314 S. Victory
Little Rock AK 72201
(501) 372-7550 FAX (501) 372-0611

Executive Director: James H. Baker

James H. Baker	Executive Director	Lobbyist, generate projects and activities for the betterment of county government
Virginia George	Benefit Programs Coordinator	Liason between county employees and insurance company
Arlene Hardwick	Special Projects/Membership	Compile statistical materials, general office duties
Gay Hawthorne	Secretary/Receptionist	Correspondence, front desk
Jeanne Hunt	Executive Secretary	Convention Coordinator, newsletter, secretary to director
David Morris	Administrative Assistant	Lobbyist, resource person for county officials
John Hunt	Accountant	Bookkeeping
Brenda Pruitt	Risk Manager	Oversees workers' comp and risk management programs
Jeff Sikes	Administrative Assistant	Lobbyist, resource person for county officials

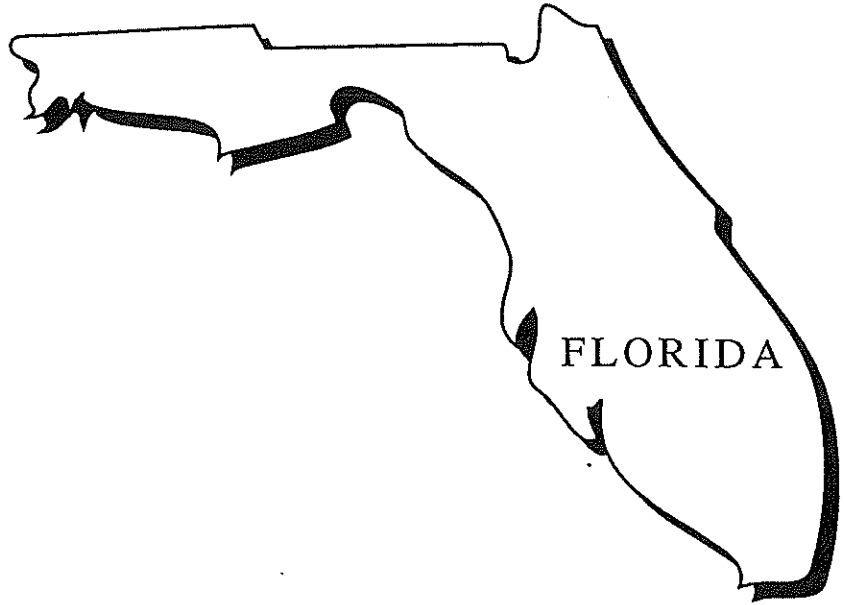


**Conference of
Southern Counties
Association**

1994

Staff Directory

Florida



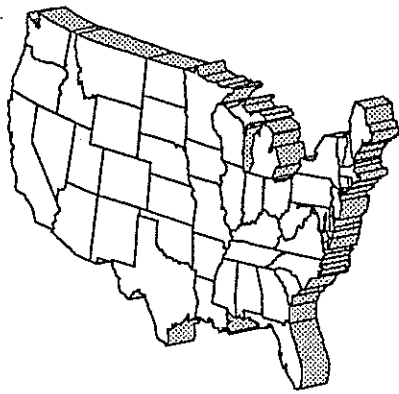
**Florida Association of Counties
P. O. Box 549 - 100 South Monroe
Tallahassee FL 32302
(904) 224-3148 FAX (904) 222-5839**

Executive Director: Rod Kendig

Rod Kendig	Executive Director	General management of association
Marsha Jordan	Director of Administrative Services	Managing day-to-day operations including accounting, communications, personnel, physical plant management, conference management, supervisor of the computer network
Kari Hebrank	Governmental Policy Analyst	Environmental resources, growth management, transportation, rural affairs and agriculture issues
Carl Crawford	Director of News & Communications	Production of membership directory, <i>County Reporter</i> newsletter, and liaison with the media
Barry Johnson	Director of Management Services	Manages special programs and services, manages the Tax Exempt Commercial Paper Pool
Rebecca Grace	Governmental Policy Analyst	Labor relations, ethics, elections and public records issues
Carol Bracy	Governmental Policy Analyst	Social service, health care and affordable housing issues
John Smith	Governmental Research Analyst	Conducts research and gathers information on a variety of issues including finance and appropriations issues and lobbying on behalf of the state's smaller counties
John Ricco	Legislative Program Specialist	Assists in lobbying and provides legislative analysis in areas of criminal justice, corrections and transportation.
David Philpott	Accountant	All accounting functions
Emogene Pritchard	Executive Secretary	Support services to the administrative division
Stephan Lampasso	Administrative Assistant/FCF	Clerical work and accounts receivable/payables for Foundation
Tami Torres	Legislative Administrative Assistant	Provides administrative support to the Governmental Relations division; tracks legislation and monitors committee meetings during sessions; conducts special administrative

Donna Collins	Legislative Secretary	Provides clerical support to the Governmental Relations Division and monitors the progress of legislation; responsible for overseeing the educational exposition held during the annual
Curtis Azama	Accounting Clerk	Accounts payable
Jeff Patton	Mail Clerk/Courier	Delivers and retrieves documents in and around the area; posts outgoing correspondence, copying, faxing, other specially assigned projects
Brian Johnston	Receptionist	Assists with mailings, faxing and other duties as assigned
Afrika King	Receptionist	Assists with mailings, faxing and other duties as assigned

1994
Staff Directory



Conference of
Southern Counties
Association

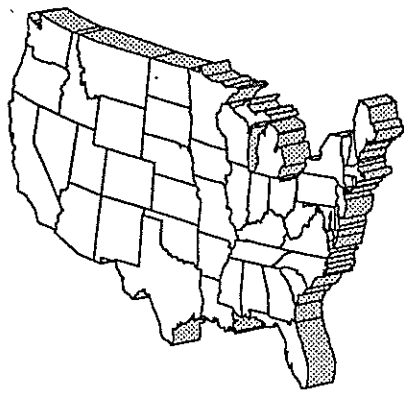
GEORGIA



Association of County Commissioners of Georgia
50 Hurt Plaza, Suite 1000
Atlanta GA 30303
(404) 522-5022 FAX (404) 525-2477

Executive Director: Jerry R. Griffin

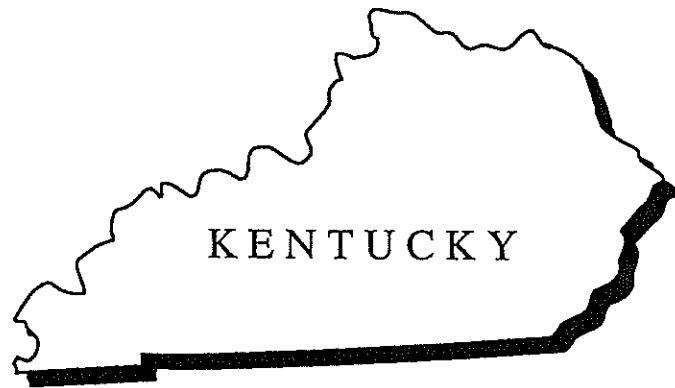
Jerry R. Griffin	Executive Director	Overall operation
Jim Grubiak	General Counsel	General county government
W. Ross King	Assistant Director	Natural resources and environment
Oliver R. Hunt	Assistant General Counsel	Public safety and the courts
Ann Marchetti	Policy Analyst	Health and human services
John Keys	Director of Financial Service	Revenue and finance
Brian Wallace	Director of Policy and	Economic development and transportation
Carol Baker	Meeting Planner	Management of meetings
Carrie Berg	Executive Secretary/Office	Support for Executive Director, newsletters
Darryle Crawford	Accountant	Accountant for insurance programs
Teresa Davis	Legal Secretary	Support for legal department
Jennie Halenza	Insurance Secretary	Support for insurance department
Randy Harris	Accounting Clerk	AR/AP, deposits, payroll
Kathy Nilsson	Administrative Secretary	Support for policy department
David Paulk	Director of Risk Management	Overall operation of insurance programs
Susan Thrumston	Manager of Insurance	Internal administration of insurance programs, works with service providers
Bill Powell	Manager of Marketing and	Marketing and sales of insurance programs
Elizabeth Reid	Receptionist	Maintains mailing list
Paul Schouten	Senior Accountant	Overall accounting functions
Thomas Smith	Manager of Public Information	Media and public relations, writer



**Conference of
Southern Counties
Association**

1994
Staff Directory

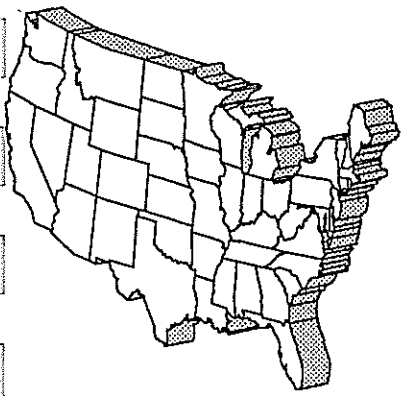
Kentucky



**Kentucky Association of Counties
380 King's Daughters Drive
Frankfort KY 40601
(502) 223-7667 FAX (502) 223-1502**

Executive Director: John M. Griggs

John M. Griggs	Executive Director	General
Denny Nunnelley	Director of Programs	Coordinator for all KACo programs
Karen Garrison	Director of Intergovernmental	Reviews, drafts and follows legislation, chairs KACo legislative committee, CSCA liaison
Mary Ellen Graves	Executive Assistant	Secretary to Director, travel, meetings, and convention coordinator
Betty Blackburn	Business Manager	Accounts payable and receivable, accounting
Janet Meyer	Staff Assistant	Liaison with state agencies and legislative health committees
Kelli Blackburn	Administrative Secretary	Newsletter, legislative newsletter, staff secretary
Becky Bryant	Receptionist	Receptionist, staff secretary
Ann Wright	Editor	Edits KACo newsletter



**Conference of
Southern Counties
Association**

1994 Staff Directory

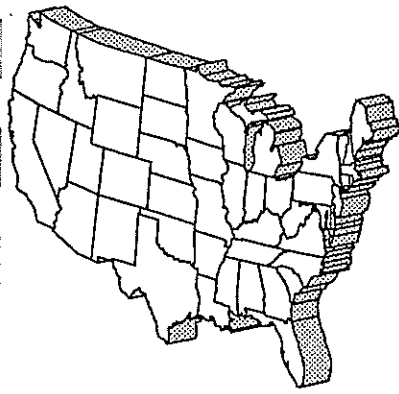
Louisiana



**Police Jury Association of Louisiana
707 North Seventh Street
Baton Rouge LA 70802-5327
(504) 343-2835 FAX (504) 343-0050**

Executive Secretary: James T. Hays

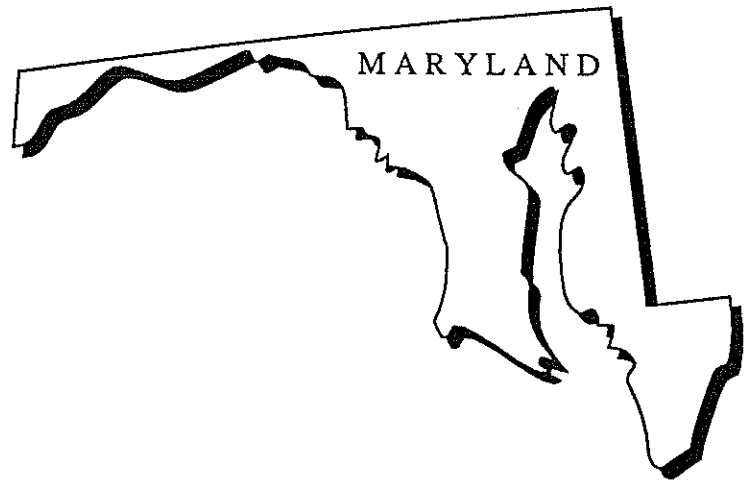
James T. Hays	Executive Secretary	Administrative and lobbyist
Marvin L. Lyons	Coordinator	Legislative, convention, special projects, lobbyist, computer programs
Ethel L. Adkins	Administrative Secretary	Secretary to Director; accounts payable and receivables
William J. Doran	Legal Counsel	Legal and lobbyist
Jules J. Patin	Financial Consultant	Insurance programs, finances and investments
David H. Cliburn	Staff Attorney	Legal and research; lobbyist
Sharon O. Kleinpeter	Communications	Magazine editor; lobbyist; news/press
Bentley B. Mackay Jr.	Solid Waste Specialist	Lobbyist; conventions exhibits coordinator
Donna F. Harrell	Staff Secretary	Legislative computer operations; data compilation; assistant to convention exhibits
Martha L. Shaffer	Staff Secretary	Special projects; computer operations; informational data
Brenda J. Cooks	Receptionist	Answer telephones; informational mailings/orders; convention registration
Paula McCallum	Part time assistant	Insurance programs data input



Conference of
Southern Counties
Association

1994 Staff Directory

Maryland

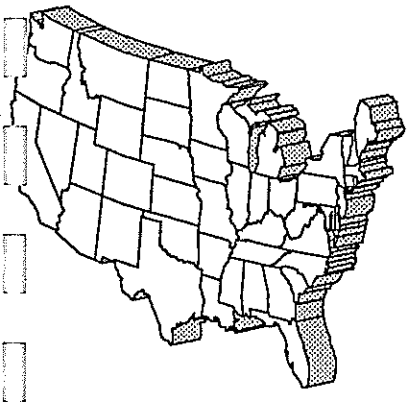


Maryland Association of Counties, Inc.
169 Conduit Street
Annapolis MD 21401
(410) 269-0043/Balto.Metro (301) 261-1140/D.C. Metro.
FAX (410) 268-1775

Executive Director: David S. Bliden

Maryland Association of Counties, Inc. telephone: 410/269-0043 (Balto. Metro) fax: 410/268-1775
301/261-1140 (Wash. Metro)

David S. Bliden	Executive Director	Administrator of and primary spokesperson for the association
Mark D. Woodward	Assistant Executive Director	Staff professional with focus on lobbying and research within specific areas of expertise
Kristen M. Hughes	Associate Director	Staff professional with focus on lobbying and research with specific areas of expertise
Susan F. Dorsett	Associate	Staff professional with focus on publications and convergence and meeting planning
Doris K. Campbell	Office Manager	Responsible for functioning of office
Michele R. Geisler	Administrative	Responsible for office logistics
Karen S. Trego	Administrative Assistant	General secretarial duties with focus on coordinating activities of Executive Director



Conference of
Southern Counties
Association

1994 Staff Directory

Mississippi



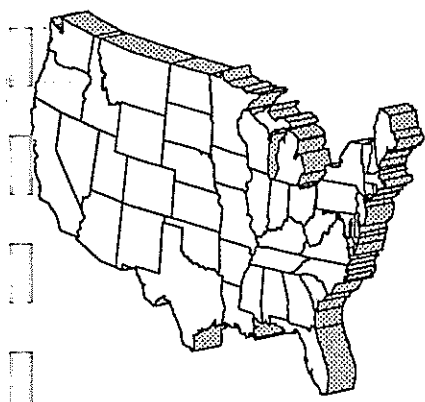
Mississippi Association of Supervisors
P. O. Box 1314 - 793 N. President Street
Jackson MS 39215-1314
(601) 353-2741 FAX (601)353-2749

Executive Director: E. Jack Gregory, Jr.

Mississippi Association of Supervisors telephone: 601/353-2741

fax: 601/353-2749

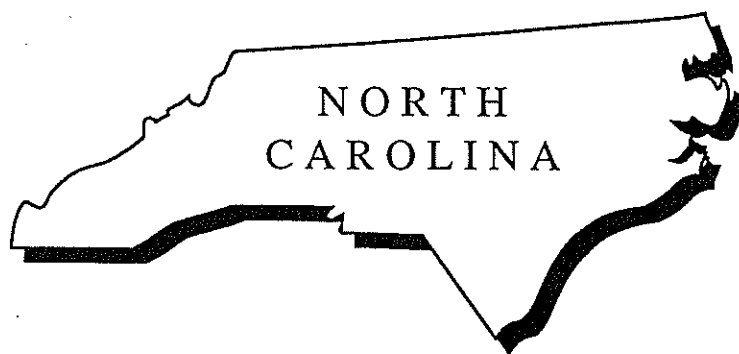
E. Jack Gregory Jr.	Executive Director	Administration, lobbying
Jean M. Nail	Director of Administrative Services	Accounty, staff secretary, coordination of events, accounts receivable, accounts
Joel L. Yelverton	Assistant Director	Lobbying, technical information coordinator
Clifton O. Lusk	Editor	Magazine, general report writing
Christa A. Brinkley	Assistant Editor	Magazine articles



Conference of
Southern Counties
Association

1994 Staff Directory

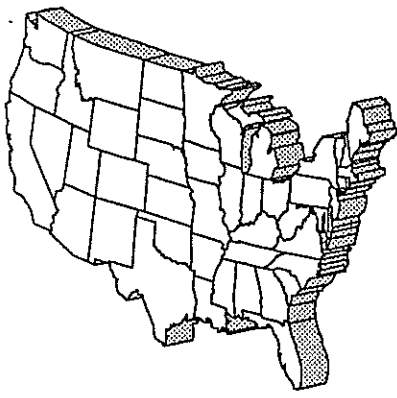
North Carolina



North Carolina Association of County Commissioners
215 N. Dawson Street
Raleigh NC 27602-1488
(919) 715-2893 FAX (919) 733-1065

Executive Director: C. Ronald Aycock

C. Ronald Aycock	Executive Director	Overall supervision; legislative liaison; general coordination with all state and federal
Edmund P. Regan	Deputy Director	Fiscal impact and analysis of state or federal actions, legislative and regulatory; education,
Patrice C. Roesler	Director of Intergovernmental	Social services; mental health, energy, aging, jails and criminal justice; multi-county
James B. Blackburn III	General Counsel	Legal matters; legislative liaison; environmental issues; transportation; tax and
JoAnne Carlyle	Assistant General Counsel	General legal matters, amicus briefs, ordinances, public contracts, insurance
Robert G. Hester	Field Representative	Liaison to county officials in the field
Rebecca Troutman	Research Analyst	Statistical analysis of county tax and finance and budget issues; liaison with universities
Debra J. Henzey	Communications Director	Managing editor of <i>CountyLines</i> , general public and media relations and information;
Gayle Butzgy	Editor/Communications Specialist	Writer and editor of <i>CountyLines</i> ; general publication design and editing, news media
Lina Imes	Insurance Assistant	Liaison and finance records administrator for the association's self-insurance pools for
Patrick Marshall	Insurance Coordinator	County contact for the association's self-insurance programs and liaison with
Teresa K. Johnson	Accounting Technician	Association's financial records administrator
Penny R. Cummings	Administrative Secretary	Membership directory and address changes; steering committee scheduling and records;
Jeanette D. Terry	Administrative Secretary	Conference and meeting planning assistant; administrative support for Legislative Goals
Karla Cash	Receptionist	Data labels and lists; requests for association publications



Conference of
Southern Counties
Association

1994

Staff Directory

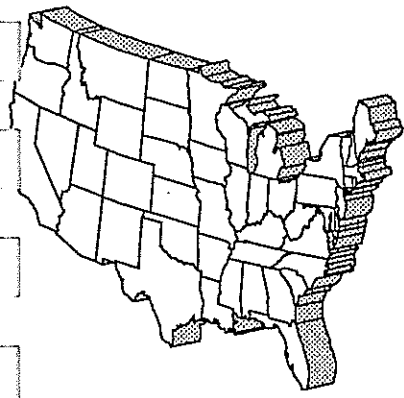
Oklahoma



Association of County Commissioners of Oklahoma
818 NW 63rd Street
Oklahoma City OK 73116-7604
(405) 840-9582 FAX (405) 840-5122

Executive Director: John Henry Ward

John Henry Ward	Executive Director	General; legislative liaison
Bob Packer	Deputy Director	General; accounting; newsletter; public relations; computer operations; building
Le McKeown	Meeting Planner	Meeting and conference coordinator; staff secretary
Kerry Mason	Receptionist	Receptionist; accounts payable; staff secretary; data entry clerk; postal clerk



Conference of
Southern Counties
Association

1994

Staff Directory

South Carolina



South Carolina Association of Counties
P. O. Box 8207 - 1901 Gadsden Street
Columbia SC 29202-8207
(803) 252-7255 FAX (803) 252-0379

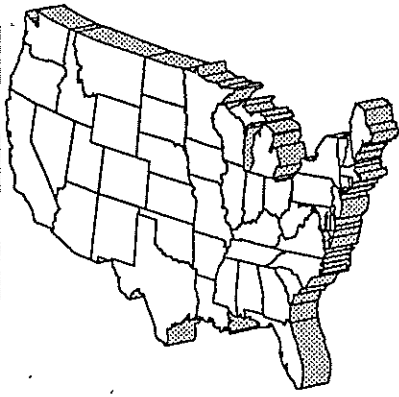
Executive Director: Michael B. Cone

Michael B. Cone	Executive Director	Oversees association programs and board policies; overall staff supervision; manages general business affairs; serves as treasurer for
Robert E. Lyon Jr.	Deputy Director and General	Assists executive director with supervision of staff to implement service programs; directs legal services and legislative liaison programs;
Kathleen K. Williams	Director of Research and Policy	Performs research; conducts special projects and surveys; provides day-to-day technical assistance; performs legislative liaison duties on
Robert S. Croom	Staff Attorney	Assists General Counsel with legal services; performs legislative liaison duties; monitors legislation and maintains legislative tracing
Mark W. Tollison	Staff Attorney	Assists General Counsel with legal services; performs legislative liaison duties on specific policy issues; represents SCAC at state agency
W. Stuart Morgan III	Public Information Director	Provides information concerning SCAC's programs and services; maintains media contacts; produces and manages association's
Lyn D. Johnson	Director of Administrative Services	Supervises the administrative support staff, conducts special projects, serves as the setoff debt coordinator, assists with production of
Anne B. Robinson	Administrative Assistant	Performs bookkeeping duties for SCAC and county workers' compensation trust; maintains accounting records; coordinates staff insurance
Sondra D. Stephenson	Administrative Assistant	Serves as administrative assistant for special service programs and projects; provides staff support for association's meetings and
Nilda A. Padgett	Meeting Planner/Administrative	Serves as administrative assistant to executive director; coordinates conferences and meetings; assists SCAC's membership and
Evelyn D. Jones	Secretary/Receptionist	Performs general secretarial and receptionist duties; maintains membership computer database; provides staff support for

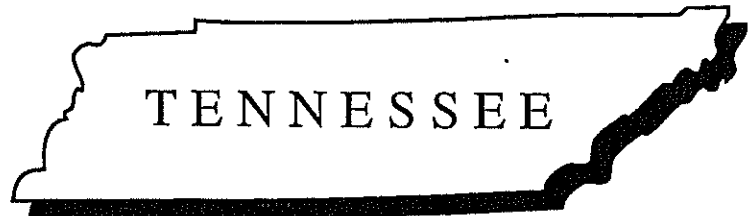
1994

Staff Directory

Tennessee



Conference of
Southern Counties
Association

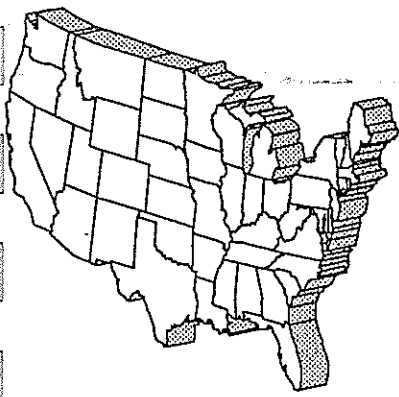


Tennessee County Services Association
226 Capitol Boulevard, Suite 700
Nashville TN 37219
(615) 242-5591 FAX (615) 244-3340

Executive Director: Bob Wormsley

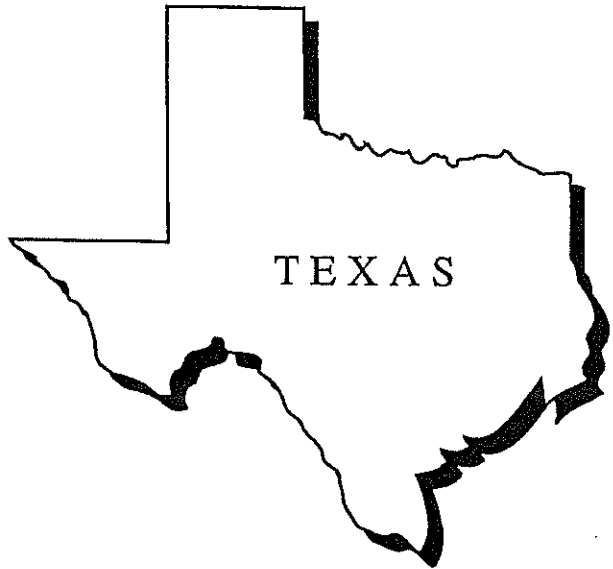
Robert M. Wormsley	Executive Director	Administrative duties; lobbying
Pat Mitchell	Executive Secretary	Secretarial, bookkeeping, meeting planning
Vicky Thomas	Principal Secretary	Receptionist, secretarial, tracking legislation, conference registration and exhibitor coordinator
Kelly Thompson	Intergovernmental Consultant	Newsletter, newspaper, assists director in monitoring legislative committee meetings and floor sections

1994
Staff Directory



Conference of
Southern Counties
Association

Texas



Texas Association of Counties
Post Office Box 2131
Austin TX 78768
(512) 478-8753 FAX (512) 478-0519

Executive Director: Sam Seale

Sam Seale	Executive Director	Overall association management
Cathy Argo	Administrative Paralegal	Administrative assistance for legal staff; maintains legal library & resource/research files; conducts research from local officials and employees
Beth Bergen	Manager, Risk Management/Property Casualty	Manages rating staff for property /liability programs; provides underwriting services for automobile/general liability coverages; oversees coordinator of underwriting and rating services
Carey Boethel	Director of Governmental Affairs	Controls the legislative program relative to the development of a process for the benefit of all elected officials; directs the Governmental Relations department; staff legislative liaison to
Rebecca Book	Senior Accountant	Coordinates annual audits; manages accounting control procedures; reviews monthly ledgers and account reconciliations
Sandra Bragg	Education Program Manager	Coordinates educational events and recordkeeping system for continuing education credit
Margaret Burchard	Liability Claims Supervisor	Provides customer service on claims; supervisors quality control for claims; assists in auditing liability claims; performs adjusting service
James Cain	Field Safety Specialist	Develops and presents workshops on loss control; provides technical assistance in accident prevention; monitors current issues in loss control
Donnie Carriker	Director of Field Services	Overall supervision of Marketing and Loss Control Divisions; technical assistance on proper operation of county programs
Diane Carroll	Director of Finance	Management of the accounting and financial reporting processes for association and self insurance funds; directs outside audits; oversees investment activities; maintains
Greta Clark	Staff Accountant	Maintains general ledger, investment detail; monitors cash flow and daily balances; reconciles Workers' Comp and Risk Management accounts
Larry Cowles	Claims Department Manager	Responsible for outside claims contractors; conducts on-site audits of claims files; provides customer service on claims related problems; develops educational material/programs on
Tammy Davis	Self-Insurance Service Representative	Develops ratings for for insurance bids and renewals; issues coverage and invoices; maintains records on all member coverages; customer service assistance

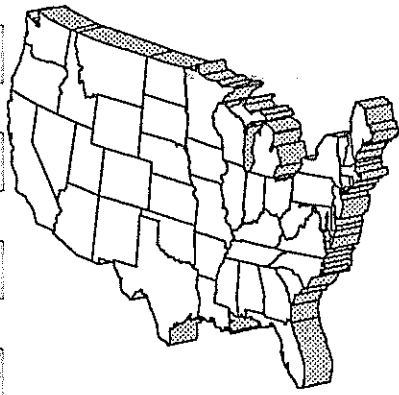
Ashley Dean	Self-Insurance Service Representative	Develops ratings for for insurance bids and renewals; issues coverage and invoices ; maintains records on all member coverages; customer service assistance
Melissa Dota	Manager of Administrative Services	Front office supervisor; secretary to Board of Directors; coordinates data survey and special projects; assists in educational programs; secretary to Executive Director
Roshunda Farmer	Legislative Liaison	Liaison working with county officials; lobbying
Cris Faught	Field Representative	Provides assistance on risk management issues with each county
Donna Frazer	Database Manager/User Support Specialist	Manages database systems; develops training courses
Ernesto Galindo	Field Specialist	Develops workshops on loss control; provides technical assistance on accident prevention
Danny Garcia	Safety Specialist	Develops workshops on loss control; provides technical assistance on accident prevention
Roderick Gibbs Jr.	Safety Specialist	Develops workshops on loss control; provides technical assistance on accident prevention
Carol Hamilton	Legal Secretary	Secretail support for legal staff; maintains department files and law library
Lenesse Hanner	Editorial Assistant	Produces desktop publishing for all departments; coordinates printing and mailing projects
Cindy Hilbert	Financial Assistant	Accounts payable; processes payroll and benefit reports; maintains personnel files; assists with general ledger
Kim Hubbard	Field Services Coordinator	General administrative/clerical assistance to Director of Field Services and all loss control staff; assists with bid openings; customer service
Lori Huneycutt	Field Representative	Provides assistance on risk management issues with each county

James Jean	Director, Program Administration	Business manager for risk management funds; oversees new product development; supervises underwriting
Gina Jackson	Administrative Secretary	Administrative support to Program administration
Sharon Johnson	Medical Audit Assistant	Audits medical, pharmaceutical and hospital bills for Workers Comp.; data entry
Krista Keen	Projects Coordinator	Handles the sale of exhibit and advertising space; coordinates associate membership program activities, workshops and other educational events
Krista Kemp	Clerical Assistant	Library development; assist with workshops and other education events
Harold Kennedy	Associate General Counsel	Counsel to boards; legal research as required; coordinates litigation for risk management program; liaison
Robert Lemens	General Counsel	General counsel to boards; research as required; coordinates litigation; liaison
Jim Lewis	Editor-County	Editor of magazine; prepares legislative information; editorial assistance in various publications
Kathy Larson	Receptionist	Greets visitors; assists in maintaining data base; coordinates board room calendar
Steve Lowell	Manager-Data Processing	Coordinates with workers' comp claims contractor; customer service; assists with educational training regarding claims procedures; periodic on-site audits of claims
Leah Magnus	Financial Assistant	Accounting assistant with self-insurance coverages; billing and receivables for risk management funds
Kerry McConnell	Legislative Liaison	Liaison working with county officials; lobbying
Martha McBride	Administrative Assistant	Assistant for the asst. Executive director; coordinates financial and reporting procedures for Judicial Education Program

Jan McDaniel	Field Services Secretary	Clerical assistance
Renee McKinney	Claims Examiner	Customer service; supervises quality control; loss run data;
Linda Myers	Self-Insurance Service Representative	Develops rating for bids and renewals; issues coverage documents and invoices; maintains records on all member coverages; customer service;
Paula Miller	Self-Insurance Service Representative	Develops rating for bids and renewals; issues coverage documents and invoices; maintains records on all member coverages; customer service;
Char Mitchell	Projects & Purchasing Clerk	Assists with special projects; maintains database; coordinates mailouts; assists with workshops; inventory clerk; key operator of all office machines
Jon Needle	Associate General Counsel	General counsel to boards; legal research; coordinates litigation; liaison
Roger Neitch	Building Superintendent	Care and upkeep of building and rental properties; lawn and grounds care; security
Sabrina Neitch	Medical Audit Assistant	Audits medical, pharmaceutical and hospital bills; data entry
Karen Ann Norris	Assistant Executive Director	Assistant to Executive Director; liaison on Health & Human Services; editor of selected publications; plans Education Program; coordinates master planning process; develops
William P. Norwood	Manager-Employee Benefits Program	Supervises administration of employee benefit trusts; oversees marketing for both health plans
John Payne	Field Representative	Visits each assigned county to provide assistance on risk management issues; participates in education programs
Lynette Prichett	Medical Audit	Audits medical, pharmaceutical and hospital bills prior to payment by workers compensation; data entry
Dorothy Scott	Administrative Secretary	Secretary to director of program administration; support to department managers

Jan McDaniel	Field Services Secretary	Clerical assistance
Renee McKinney	Claims Examiner	Customer service; supervises quality control; loss run data;
Linda Myers	Self-Insurance Service Representative	Develops rating for bids and renewals; issues coverage documents and invoices; maintains records on all member coverages; customer service;
Paula Miller	Self-Insurance Service Representative	Develops rating for bids and renewals; issues coverage documents and invoices; maintains records on all member coverages; customer service;
Char Mitchell	Projects & Purchasing Clerk	Assists with special projects; maintains database; coordinates mailouts; assists with workshops; inventory clerk; key operator of all office machines
Jon Needle	Associate General Counsel	General counsel to boards; legal research; coordinates litigation; liaison
Roger Neitch	Building Superintendent	Care and upkeep of building and rental properties; lawn and grounds care; security
Sabrina Neitch	Medical Audit Assistant	Audits medical, pharmaceutical and hospital bills; data entry
Karen Ann Norris	Assistant Executive Director	Assistant to Executive Director; liaison on Health & Human Services; editor of selected publications; plans Education Program; coordinates master planning process; develops
William P. Norwood	Manager-Employee Benefits Program	Supervises administration of employee benefit trusts; oversees marketing for both health plans
John Payne	Field Representative	Visits each assigned county to provide assistance on risk management issues; participates in education programs
Lynette Prichett	Medical Audit	Audits medical, pharmaceutical and hospital bills prior to payment by workers compensation; data entry
Dorothy Scott	Administrative Secretary	Secretary to director of program administration; support to department managers

Gene Schaeffer	Personnel Specialist	Reviews and recommends on county personnel policy manuals; provides training to counties; assists with specific personnel questions and problems
Richard Slagle	Manager-Safety/Loss Control	Designs and implements a broad range of educational efforts for reducing loss; coordinates efforts of Safety Program; works individually with counties specializing in
Cindy Strait	Medical Audit Unit Supervisor	Supervises daily operation of unit; provides pre-authorization for certain medical procedures; screens provider bills
Mike Strawn	Assistant Manager-Safety/Loss Control	Develops and presents workshops on loss control; technical assistance; monitors current issues in loss control
Christine Stromme	Medical Audit	Audits medical, pharmaceutical and hospital bills prior to payment; data entry
Susan Wendel	Legislative Liaison	Liaison working with county officials; lobbying
Max Wilson	Worker's Comp/Unemployment Programs Manager	Assists director of Program Administration; directs business functions of pricing and billing for Worker's Comp/Unemployment Fund; liaison for Workers' Comp/Unemployment Funds;
Sarah Wirt	Field Representative	Assists counties on risk management issues; participates in education programs on risk management/loss control
Steve White	Network Manager/Technical Support	Local area PC network manager; staff user support on computers; conducts training; interfaces with vendors
Terry Wyatt	Comptroller	Departmental responsibility for accounting and investment programs; budget officer for association and self-insurance funds; personnel and employee benefits; manager for buildings



**Conference of
Southern Counties
Association**

1994 Staff Directory

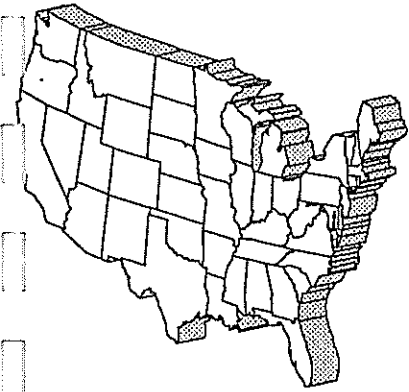
Virginia



**Virginia Association of Counties
1001 E. Broad Street Suite LL 20
Richmond VA 23219-1901
(804) 788-6652 FAX (804) 788-0083**

Executive Director: James D. Campbell

James D. Campbell	Executive Director	Overall management of association; lobbyist; administrator of insurance program
Leigh Ann McKelway	Public Affairs Coordinator	Newsletter publication; annual conference coordinator; editor of counties/cities/towns directory
Barbara J. Paige	Administrative Assistant	Accounts payable; payroll, bookkeeping
Ellen R. Davenport	Public Policy Coordinator	Fiscal policies; finance, education issues
Larry J. Land	Inter-Governmental Relations	Environmental, land use and transportation issues
C. Flippo Hicks	General Counsel	Legal counsel to county members; lobbyist;
Billie J. Lynch	Director of Technical Services	Health and Human Services issues; technical assistance to counties
Linda W. Butterfield	Administrative Secretary	Database coordinator; receptionist; accounts receivable; production of newsletter and legislative report mailings;



Conference of
Southern Counties
Association

1994 Staff Directory

West Virginia



West Virginia Association of Counties
2211 Washington Street East
Charleston WV 25311-2218
(304) 346-0591 FAX (304) 346-0592

Executive Director: John Hoff