



**VOLUSIA COUNTY CITIZENS
ACADEMY
Curriculum
Fall 2007
(Subject to change)**

DAY 1: "WHERE IT ALL BEGAN"

8 a.m.-5 p.m., Tuesday, Aug. 14, 2007

County Manager's Office/Elections/Property Appraiser

Training Rooms (First Floor)

Thomas C. Kelly Administration Center

123 W. Indiana Ave., DeLand

- **8 a.m.** - Welcome and introductions
- **8:30 a.m.** - Program overview/ground rules
- **5 minute break**
- **9 a.m.** - Opening exercises - Sue Habel, Library Services
- **10:30 a.m.** - Break (15 minutes)
- **10:45 a.m.** - "Where it all began...the history of local government" by
Matt Greeson, County Manager's Office
- **11:45 a.m.** - Lunch (1 hour)
- **12:45 p.m.** - "We're Counting on You" by Ann McFall, Supervisor of
Elections (Conference Rooms, Historic Courthouse)
- **2:15 p.m.** - Break (15 minutes) Return to TCK training rooms
- **2:30 p.m.** - Community Information by Vickie Pleus and Shelley
Szafraniec
- **3:30 p.m.** - "Establishment of the Tax Roll" by Morgan Gilreath,
Property Appraiser
- **5 p.m.** - Adjourn

DAY 2: "BEHIND THE SCENES"

8 a.m.-5 p.m., Tuesday, Aug. 21, 2007

Financial and Administrative Services

Training Rooms (First Floor)

Thomas C. Kelly Administration Center

123 W. Indiana Ave., DeLand

- **8:30 a.m.** - Welcome and overview, Financial and Administrative
Services Director Charlene Weaver
- **8:45 a.m.** - Revenue Collection and Budget by
Revenue Collection Director Rhonda Orr and Budget Director Doug Krueger
- **10:15 a.m.** - Break (15 min.)

- **10:30 a.m.** - Buying the Tools to get the Job Done by Amy Rossi, Acting Purchasing Director
- **11:15 a.m.** - Dealing with Lloyd by Acting Personnel Director Ruth Moorman, Personnel
- **12:15 p.m.** - Lunch (45 minutes)
- **1 p.m.** - Walk-About with Fred by Fred Schwenck, Facilities Management Director
- **2:15 p.m.** - It's a High Tech World by Elaine Whitehead, Information Technology Director
- **3:45 p.m.** - Break (15 minutes)
- **4 p.m.** - Fleet Management by George Baker, Director

DAY 3: "THE HEART OF COUNTY GOVERNMENT"

8 a.m.-5 p.m., Tuesday, Aug. 28, 2007

Community Services

Training Rooms (First Floor)

Thomas C. Kelly Administration Center

123 W. Indiana Ave., DeLand

- **8 a.m.** - Community Services Department orientation
- **8:30 a.m.** - Veteran's Services overview
- **9 a.m.** - Community Assistance overview
- **9:45 a.m.** - Break (15 minutes)
- **10 a.m.** - Bus to tour Community Assistance projects
- **11:15 a.m.** - Cooperative Extension Services tour
- **11:30 a.m.** - Overview and lunch
- **12 noon** - Travel to Votran facility in South Daytona
- **12:45 p.m.** - Overview and tour of Votran operations
- **1:45 p.m.** - Bus to Health Department and tour
- **3 p.m.** - Bus to Library Support Center and overview/tour
- **4-4:15 p.m.** - Return to TCK Administration Center and adjourn

DAY 4: "THE SAFETY ZONE"

8 a.m.-5 p.m., Tuesday, Sept. 11, 2007

Public Protection

Tiger Bay Complex/Fire Station 15

3889 Tiger Bay Road, Daytona Beach

- **8 a.m.** - Welcome and Introductions by Jim Willits, Public Protection Director
- **8:30 a.m.** - Fire Services presentation by Fire Services Director Jim Tauber
- **9:45 a.m.** - Fire Services student interaction, Jim Tauber
- **10:45 a.m.** - Emergency Operations Center presentation and tour
- **12 noon** - Lunch (30 minutes)
- **12:30 p.m.** - Animal Control presentation

- 1 p.m. - Ergonomics Break (15 minutes - walk to Medical Examiner's Office)
- 1:15 p.m. - Medical Examiner's Office presentation and walking tour
- 2 p.m. - Board vans for the Branch Jail Tour
- 3:45 p.m. - Board vans to return to EOC

DAY 5: "THE SAFETY ZONE" (continued)

8 a.m.-5 p.m., Tuesday, Sept. 18, 2007

Public Protection

EVAC Ambulance*

112 Carswell Avenue, Holly Hill

- 8 a.m. - Welcome by Jim Willits, Public Protection Director
- 8 a.m. - Beach Presentation by Kevin Sweat, Beach Safety Director
- 8:30 a.m. - Half of class leaves for Beach Patrol Ride Along
- 8:30 a.m. - Overview of EMS - Mark Wolcott
- 9:15 a.m. - Break (15 minutes)
- 9:30 a.m. - Tour and overview of EVAC - Mark O'Keefe
- 10:30 a.m. - ECS Tour/ overview of communications
- 11:30 a.m. - Lunch and participant switch - Beach and EVAC
- 3:30 p.m. - 4 p.m. - Beach participants return
- 4 p.m. - Share Beach Patrol experiences
- Adjourn

** Optional EVAC "ride along" for a minimum of three hours. Students must sign up in advance for day and location. Call Mark O'Keefe at 299-2700 to sign up.*

DAY 6: "OUR PLAYGROUND"

8 a.m.-12 p.m., Tuesday, Sept. 25, 2007

Leisure Services/Port Authority

Ocean Walk Village Garage

701 Earl Street, Daytona Beach

- 8 a.m. - Board VOTRAN bus
- 8:30 a.m. - Travel to Marine Science Center
- 9 a.m. - Tour of Marine Science Center
- 10 a.m. - Break (15 minutes)
- 10:15 a.m. - Overview of Leisure Services
- 11:15 a.m. - Overview of ECHO Programs
- 11:30 a.m. - Travel to Lighthouse Point Park
- 11:35 a.m. - Overview of Inlet and Port District
- 12 noon - Travel to DBIA

** Park in parking garage just north of the Ocean Center at 101 N. Atlantic Ave. Bring your parking ticket with you as it will be validated at the end of the day. Meet at the first floor bus pickup area on the garage's east side to board Votran bus.*

DAY 6: "OUR PLAYGROUND: TRAVEL AND ENTERTAINMENT" (continued)

12 p.m. - 5 p.m., Tuesday, Sept. 25, 2007

Daytona Beach International Airport/Economic Development/Ocean Center

- 12 noon - Lunch and Tour of DBIA
- 1 p.m. - *General Overview of Airport and Port Services*
- 2:30 p.m. - *Economic Development*
- 3:30 p.m. - *Travel to Ocean Center*
- 3:45 p.m. - *Ocean Center overview*
- 4:15 p.m. *Tour of Ocean Center and dry run of Ocean Center event*
- **Adjourn**

Day 7: "TO BUILD OR NOT TO BUILD"

8 a.m. - 5 p.m., Tuesday, Oct. 2, 2007

Environmental Management/Growth and Resource Management

TCK Administration Center Rotunda

123 W. Indiana Ave., DeLand

- 8 a.m. - Take bus to Lyonia Preserve
- 8:45 a.m. - *General introduction*
- 9 a.m. - *Overview of Land Acquisition & Management*
- 9:45 a.m. - *Overview of Environmental Management*
- 10:30 a.m. - *Field Tour of Lyonia Preserve*
- 11:30 a.m. - *Leave for tour of DeBary Hall and lunch*
- 1:30 p.m. - *Return to DeLand TCK Training Rooms, 1st floor*
- 1:45 p.m. - *Building/Zoning/Code Enforcement, General Introduction*
- 2 p.m. - *Overview of Building and Zoning/Interactive exercise - applying for a permit*
- 3:15 p.m. - *Break (15 min)*
- 3:30 p.m. - *Overview of Planning and Development Services /Paint your future land use*
- 4:45 p.m. - *Building tour of second floor*
- 5 p.m. - **Adjourn**

DAY 8: "TRY LIVING WITHOUT US"

8 a.m.-5 p.m., Tuesday, October 16, 2007

Public Works

Road and Bridge Facility

2560 W. State Road 44, DeLand*

- 8 a.m. - *Welcome by George Recktenwald, Public Works Director*
- 8:20 a.m. - *Transportation Trust, George Recktenwald, Director*
- 8:40 a.m. - *Road Program and Construction Engineering, Jerry Brinton, County Engineer*
- 9:10 a.m. - *Traffic Engineering, Jon Cheney, Traffic Engineering Director*
- 9:40 a.m. - *Break (10 min.)*
- 9:50 a.m. - *Road and Bridge, Travis Davidson, Road and Bridge Director*
- 10:20 a.m. - *Road and Bridge equipment demonstrations by staff*

- 11:30 a.m. - Water Resources and Utilities, Gloria Marwick, Director
- 12 noon - Lunch at Road and Bridge
- 1 p.m. West Volusia Project Tours by staff

**Please wear comfortable clothes and shoes as you will be climbing into vehicles and walking on uneven surfaces. We will return to the Road and Bridge Facility at the end of the day.*

DAY 9: "TRY LIVING WIHOUT US" (continued)

8 a.m.-5 p.m., Tuesday, October 23, 2007

Public Works

Tomoka Farms Landfill

1990 Tomoka Farms Road, Daytona Beach*

- 8 a.m. - Welcome by George Recktenwald, Public Works Director
- 8:20 a.m. - Solid Waste, Josef Grusauskas, Solid Waste Director
- 9 a.m. - Break (15 minutes)
- 9:15 a.m. - Landfill tour and equipment demonstrations by staff
- 11:30 a.m. - Bus back to Landfill office
- 12:15 p.m. - Lunch at Tomoka (1 hour)
- 1:20 p.m. - Bus to Holly Hill (40 minutes)
- 2 p.m. - East Volusia project tour by staff
 - Traffic Engineering
 - Main Street Bridge (1 hour)

**Please wear comfortable clothes and shoes as you will be climbing into vehicles and walking on uneven surfaces. We will return to the Tomoka Landfill at the end of the day.*

Day 10: COURT ADMINISTRATION

8 a.m. - 5 p.m., Tuesday, Oct. 30, 2007

Volusia County Courthouse

101 N. Alabama Ave.

DeLand

- 8 a.m. - Welcome
- 8:15 a.m. - Volusia County Sheriff's Office presentation
- 9 a.m. - Mark Weinberg, Court Admin overview
- 10 a.m. - Court Admin programs / manager presentations
- 10:45 a.m. - Courtroom observation
- 11:30 a.m. - Tour courthouse art with Dona DeMarsh
- 12 noon - Lunch with a judge
- 1:30 p.m. - Judge to discuss civil division
- 2:15 p.m. - Judge to discuss criminal division
- 3:30 p.m. - Mock Trial

Day 11: VOLUSIA COUNTY SHERIFF'S OFFICE

8 a.m. - 5 p.m., Tuesday, Nov. 13, 2007

TCK Administration Center breezeway

123 W. Indiana Ave., DeLand

- **7:50 a.m.** - Meet in breezeway of TC Kelly Admin Center
- **8 a.m.** Introduction by Sheriff Ben Johnson and Chief Bill Lee
Training Room - VCSO Administrative Services Office
4th floor, TCK Administration Center, DeLand
- **9:30 a.m.** - Overview of Judicial Services Division
- **10:15 a.m.** - Transport to District 2
- **10:30 a.m.** - Overview of Law Enforcement Services/
Tour of District 2
- **11:15 a.m.** - Transport to Stephen Saboda Training Center
- **11:45 a.m.** - Lunch/Presentation by Sheriff Johnson
- **12:30 p.m.** - Special Services Displays (SWAT/BOMB/K9/Air One)
- **2:30 p.m.** Transport to Operations Center
- **2:45 p.m.** Overview of Investigations/AFIS/Crime Analysis
- **3:45 p.m.** - Transport to Communications Center
- **3:55 p.m.** - Communications Overview/Tour of Communications Center
- **4:25 p.m.** Transport to County Administration Center - DeLand

Day 12: "THE COUNCIL CONVENES"

8 a.m. to 3 p.m., Tuesday, Nov. 20

County Council Chambers, 2nd floor

TCK Administration Center

123 W. Indiana Ave., DeLand

- The "acting" Council and Staff move through an agenda prepared by County Manager's staff and others

Day 13: "SHADOWING"

Date to be determined between student and official

Location: On the Job

- Spend a day shadowing a County official

DATE TBD

Graduation

County Council Meeting

County Council Chambers, second floor

TCK Administration Center

123 W. Indiana Ave., DeLand