



**Legal Basics for Human Services Directors and Administrators
UNC School of Government, February 22-24, 2016**

Main Program (February 22-23)

MONDAY, FEBRUARY 22, 2016

- 8:30 Registration and Continental Breakfast
- 9:00 Welcome and Overview – Jill Moore
- 9:10 Introduction to Law – Frayda Bluestein
- 10:00 Introduction to the Legislative Process - Norma Houston
- 10:45 Break
- 11:00 Concurrent Sessions I
 - Public Health – Jill Moore
 - Social Services – Aimee Wall/Sara DePasquale
- 12:30 Lunch
- 1:30 Open Meetings and Public Records – Frayda Bluestein
- 2:30 Break
- 2:40 Liability – Trey Allen
- 3:50 Break
- 4:00 NC's Mental Health System – Mark Botts
- 4:45 Adjourn

TUESDAY, FEBRUARY 23, 2016

- 8:00 Continental Breakfast
- 8:30 Budgeting and Financial Laws and Practices – Kara Millonzi
- 10:00 Break
- 10:15 Purchasing & Contracting – Norma Houston
- 11:15 Conflicts of Interest – Norma Houston
- 12:15 Lunch
- 1:15 Concurrent Sessions II
 - Social Services- Sara DePasquale
 - Hot Topics: HIPAA Highlights; Governance Issues- Jill Moore & Aimee Wall
- 2:45 Break
- 3:00 Employment Law – Diane Juffras
- 4:45 Adjourn



Optional Workshop (Wednesday, February 24) (Room 2403)

MEASURING YOUR SUCCESS: INTRODUCTION TO PROGRAM EVALUATION FOR HUMAN SERVICES DIRECTORS

8:30 Continental breakfast

9:00 Program – Maureen Berner, Ph.D., Professor of Public Administration and Government, UNC School of Government

1. What is Program Evaluation?

We will start with an introduction to the language of program evaluation, and how this type of analysis is a complement to, but different than performance measurement and financial auditing. What kinds of evaluation do you need in your organization?

2. Planning the Evaluation

What need is your program is trying to address? What is the theory or logic model behind your program? How would you measure 'success'? How much time, money and staff are available for the effort? This session will focus on the practical but vital decisions determining what kind of evaluation you can do.

3. Implement! Ideas for Gathering and Analyzing Data

We'll discuss practical ways to gather real data in real organizations with real people.

4. Communicating Evaluation Results

This final session will involve critiquing some evaluations, identifying what is desirable (and not so desirable!) in evaluation reports.

Box lunches will be provided during the program.

2:00 Adjourn