

# CSAC BOARD OF DIRECTORS

## BRIEFING MATERIALS

Thursday, December 1, 2016

2:00 p.m. 4:00 p.m.



Meeting Location:  
Catalina/Madera Room  
Renaissance Hotel  
Palm Springs, Riverside County



California State  
Association of Counties



CALIFORNIA STATE ASSOCIATION OF COUNTIES  
BOARD OF DIRECTORS  
Thursday, December 1, 2016, 2:00pm – 4:00pm  
Catalina/Madera Room, Renaissance Hotel, Palm Springs, Riverside County  
Conference Line (800) 719-7514 code: 165252

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**A G E N D A**

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Agenda times are approximate. Matters may be considered earlier than published time.

Presiding: Richard Forster, President

**2:00pm      PROCEDURAL ITEMS**

1. Pledge of Allegiance
2. Roll Call Page 1
3. Approval of Minutes of September 1, 2016 Page 3

**2:10pm      SPECIAL PRESENTATIONS**

4. CSAC Finance Corporation Report Page 8
  - *Supervisor Linda Seifert, Finance Corp. President*
  - *Alan Fernandes, Finance Corp. Executive Vice President*
5. CSAC Corporate Partner Report Page 10
  - *Paul Mello, Hanson Bridgett, LLP*
  - *Jim Manker, CSAC staff*

**2:30pm      ACTION ITEMS**

6. Election of 2017 Executive Committee handout
  - *Matt Cate, CSAC Executive Director*
7. CSAC Policy Committee Reports Page 11

Administration of Justice

  - *Supervisor John Viegas, Chair*
  - *Darby Kernan, CSAC staff*

Agriculture, Environment and Natural Resources

  - *Supervisor Diane Dillon, Chair*
  - *Karen Keene & Cara Martinson, CSAC staff*

Government Finance and Administration

  - *Supervisor Henry Perea, Chair*
  - *Faith Conley & Dorothy Holzem, CSAC staff*

Health and Human Services

  - *Supervisor Ken Yeager, Chair*
  - *Farrah McDaid-Ting, CSAC staff*

Housing, Land Use and Transportation

  - *Supervisor David Rabbitt, Chair*
  - *DeAnn Baker & Chris Lee, CSAC staff*
8. Appointment of California Statewide Communities Development Authority (CSCDA) Alternate Commissioner Page 16
  - *Matt Cate, CSAC Executive Director*

**3:15pm ACTION ITEMS (cont.)**

9. CSAC Annual Meeting Site Selection for 2019 & 2020 Page 17  
▪ *Graham Knaus, CSAC staff*

10. CSAC Executive Director's Report and Resolution Authorizing Page 22  
Conduct of CSAC Business  
▪ *Matt Cate, CSAC Executive Director*

**3:30pm INFORMATION ITEMS**

11. Post Election: Federal Outlook Page 23  
▪ *Joe Krahn, CSAC Washington Representative*

12. Information Items Without Presentation Page 29  
➤ Institute for Local Government (ILG) Report  
➤ CSAC Institute for Excellence in County Government Class Schedule  
➤ CSAC Financial Statement  
➤ 2017 Calendar of Events  
➤ CSAC Litigation Coordination Program Report (enclosed)

13. Other Items

**4:00pm ADJOURN**

Note: The next CSAC Board of Directors meeting is February 16, 2017 in Sacramento

# CALIFORNIA STATE ASSOCIATION OF COUNTIES

## Board of Directors

2017

<u>Section</u>	<u>County</u>	<u>Director</u>
U	Alameda County	Keith Carson
R	Alpine County	Terry Woodrow
R	Amador County	Louis Boitano
S	Butte County	Bill Connelly
R	Calaveras County	Michael Oliveira
R	Colusa County	Kim Dolbow Vann
U	Contra Costa County	John Gioia
R	Del Norte County	David Finigan
R	El Dorado County	Ron Mikulaco
U	Fresno County	Buddy Mendes
R	Glenn County	John Viegas
R	Humboldt County	Virginia Bass
S	Imperial County	Raymond Castillo*
R	Inyo County	Jeff Griffiths
S	Kern County	Mick Gleason
R	Kings County	Doug Verboon
R	Lake County	Jim Steele
R	Lassen County	Jim Chapman
U	Los Angeles County	Don Knabe*
R	Madera County	David Rogers*
S	Marin County	Damon Connolly
R	Mariposa County	Marshall Long
R	Mendocino County	Carre Brown
S	Merced County	Hubert "Hub" Walsh*
R	Modoc County	Geri Byrne
R	Mono County	Larry Johnston*
S	Monterey County	Fernando Armenta
S	Napa County	Diane Dillon
R	Nevada County	Ed Scofield
U	Orange County	Lisa Bartlett
S	Placer County	Jim Holmes*
R	Plumas County	Lori Simpson
U	Riverside County	John Benoit

U	Sacramento County	Susan Peters
R	San Benito County	Jaime De La Cruz
U	San Bernardino County	James Ramos*
U	San Diego County	Greg Cox
U	San Francisco City & County	vacant
S	San Joaquin County	Bob Elliott
S	San Luis Obispo County	Bruce Gibson*
U	San Mateo County	Carole Groom
S	Santa Barbara County	Doreen Farr*
U	Santa Clara County	Ken Yeager
S	Santa Cruz County	Bruce McPherson
S	Shasta County	Leonard Moty
R	Sierra County	Lee Adams
R	Siskiyou County	Ed Valenzuela
S	Solano County	Linda Seifert
S	Sonoma County	James Gore
S	Stanislaus County	Vito Chiesa
R	Sutter County	Larry Munger*
R	Tehama County	Robert Williams
R	Trinity County	Judy Morris
S	Tulare County	Steve Worthley*
R	Tuolumne County	Sherri Brennan
U	Ventura County	Kathy Long
S	Yolo County	Jim Provenza
R	Yuba County	Roger Abe

President: Richard Forster, Amador  
 First Vice President: Dave Roberts, San Diego  
 Second Vice President: Leticia Perez, Kern  
 Immed. Past President: Vito Chiesa, Stanislaus

SECTION: U=Urban S=Suburban R=Rural

\*2016 Board of Directors Member, no update available.

CALIFORNIA STATE ASSOCIATION OF COUNTIES  
 BOARD OF DIRECTORS  
 September 1, 2016  
 Sutter Club, Sacramento

M I N U T E S

Presiding: Richard Forster, President

1. ROLL CALL

Alameda	Keith Carson	Placer	absent
Alpine	Terry Woodrow	Plumas	Lori Simpson (audio)
Amador	Forster/Boitano	Riverside	John Tavaglione (audio)
Butte	absent	Sacramento	Susan Peters
Calaveras	Michael Oliveira	San Benito	absent
Colusa	Kim Dolbow Vann	San Bernardino	absent
Contra Costa	John Gioia (audio)	San Diego	Roberts (audio) /Cox
Del Norte	David Finigan	San Francisco	vacant
El Dorado	absent	San Joaquin	Bob Elliott
Fresno	Henry Perea (audio)	San Luis Obispo	Adam Hill (audio)
Glenn	John Viegas	San Mateo	Carole Groom
Humboldt	Virginia Bass	Santa Barbara	Doreen Farr (audio)
Imperial	absent	Santa Clara	Ken Yeager
Inyo	absent	Santa Cruz	Bruce McPherson
Kern	Leticia Perez	Shasta	Leonard Moty
Kings	Craig Pederson	Sierra	Lee Adams
Lake	Jim Steele	Siskiyou	Ed Valenzuela
Lassen	Jim Chapman (audio)	Solano	Linda Seifert
Los Angeles	absent	Sonoma	Efren Carrillo
Madera	absent	Stanislaus	Vito Chiesa
Marin	Damon Connolly	Sutter	Larry Munger
Mariposa	John Carrier	Tehama	Robert Williams
Mendocino	Carre Brown (audio)	Trinity	Judy Morris
Merced	Hubert "Hub" Walsh (audio)	Tulare	Steve Worthley
Modoc	absent	Tuolumne	Sherri Brennan
Mono	Larry Johnston	Ventura	Kathy Long (audio)
Monterey	Fernando Armenta (audio)	Yolo	Jim Provenza
Napa	Diane Dillon	Yuba	Roger Abe
Nevada	Hank Weston	Advisors:	Pat Blacklock and Charles McKee
Orange	absent		

The presence of a quorum was noted.

2. APPROVAL OF MINUTES

The minutes of May 19, 2016 were approved as previously mailed.

3. STATEWIDE TREE MORTALITY STATUS REPORT

Cal-Fire Chief Ken Pimlott provided an update on wildfires currently burning in California, and the effects of tree mortality on those fires. To date, ten California counties have been identified as highest risk areas. Cal Fire will be awarding nearly \$16 million for fire prevention grants to local fire departments and fire safe councils to reduce the threat of large wildfires. The grants also provide a one-time allocation of \$6 million to local government agencies and fire districts for fire prevention projects. Cal-Fire hosted a roundtable discussion on tree mortality as part of President Obama's summit in Lake Tahoe this week. Chief Pimlott urged CSAC Board members to lobby the federal government for more assistance with fires and tree mortality on federal land.

4. CSAC FINANCE CORPORATION REPORT

Supervisor Seifert, President of the CSAC Finance Corporation Board, reported that CSAC will receive an additional \$300,000 contribution from the Finance Corp. for FY 2015-16. A large part of the increase in net revenue was attributable to the success of the California Statewide Communities Development Authority (CSCDA). A strategic planning session was held last month to brainstorm ideas for increasing revenues and develop goals for future years.

5. CSAC CORPORATE PARTNER REPORT

Larry Tonelli from Election Systems and Software (ES&S) addressed the Board regarding services his company provides. He noted that ES&S has been providing election equipment, software and services to local governments across the United States for nearly 35 years.

6. NOVEMBER 2016 BALLOT INITIATIVES

**Proposition 53: Revenue Bonds, Statewide Vote Approval.** This measure requires statewide voter approval for the state to issue revenue bonds exceeding \$2 billion for any single project. The proponent's intent is to bring greater accountability and transparency to state financed infrastructure projects through mandatory voter-approved action. The CSAC Revenue Taxation and Administration policy committee and the Executive committee recommended an 'Oppose' position due to concerns related to local control erosion.

Kurt Oneto, a partner at Nielsen, Merksamer, Parinello, Gross & Leoni, spoke in favor of the initiative. Brandon Castillo, a partner at Bicker, Castillo & Fairbanks, spoke against it.

Motion and second to OPPOSE Proposition 53. Motion carried (32/8).

**Proposition 55: Tax Extension to Fund Education and Healthcare.** This measure would extend the personal income tax on high-income earners from 2018 to 2030 and would affect approximately the 1.5% of taxpayers with the highest incomes. It would provide ongoing revenue for K-12 schools and community colleges. It would also create a new state budget formula for supplemental Medi-Cal spending, some of which could be allocated to county public hospitals. The CSAC Health and Human Services policy committee and the Executive Committee recommended a 'Support' position.

Anne McLeod, Senior Vice President, California Hospital Association, spoke in favor of the initiative. David Wolfe, Legislative Director, Howard Jarvis Taxpayers Association spoke against it.

Motion and second to SUPPORT Proposition 55. Motion carried (30/12).

**Proposition 56: Cigarette Tax to Fund Healthcare, Tobacco Use Prevention, Research and Law Enforcement.** This measure would raise the state excise taxes on cigarettes and other tobacco products, including cigars and electronic cigarettes by \$2. The revenues raised from these increased taxes would be predominantly used for additional spending on Medi-Cal, and to backfill any losses to state and local First 5 Commissions. The CSAC Health and Human Services policy committee and the Executive Committee recommended a 'Support' position.

Anthony Wright, Executive Director, Health Access California spoke in favor of the measure and David Wolfe, Legislative Director, Howard Jarvis Taxpayers Association spoke against it.

Motion and second to SUPPORT Proposition 56. Motion carried.

**Proposition 57: Criminal Sentences, Juvenile Criminal Proceedings and Sentencing.** This measure would amend the California Constitution to give parole consideration to individuals sent to prison for a non-violent felony once they have completed the full term of their primary offense. In addition, Proposition 57 amends the Constitution to specify that the CA Department of Corrections and Rehabilitation (CDCR) has the authority to award credits to inmates for good behavior and approved rehabilitative and educational achievements. The proponent's intent is to give the offenders an incentive to participate in rehabilitative programs in prison and earn an opportunity to go before the Board of Parole Hearings. The measure would also eliminate the ability for a district attorney to direct file to adult court on juvenile cases. Juveniles alleged to have committed a felony can be tried in adult court only if the court, after a hearing determines the minor should be tried in adult court. The CSAC Administration of Justice policy committee and the Executive Committee recommended 'No Position.'

Governor Jerry Brown and Amador County Probation Chief Mark Bonini, spoke in favor of the measure and Larry Morse, Merced County District Attorney, spoke against it.

Following three failed motions to support, oppose and take no position, the consensus was to let the recommendation stand at 'No Position'. No action was taken by the Board of Directors.

**Proposition 64: Adult Use of Marijuana Act (AUMA).** This measure would allow adults age 21 and older to possess, transport, purchase, consume and share up to one ounce of marijuana and eight grams of non-medical marijuana. The AUMA has six major components, including: adult use of non-medical marijuana; adult use of medical marijuana; regulation of non-medical marijuana; taxation, local control provisions; and criminal penalties. The Executive Committee recommended 'No Position.'

Rich Miadich of Olson, Hagel & Fishburn and Jason Kinney of California Strategies spoke in favor of the initiative. Cory Salzillo of CA State Sheriffs' Assoc. and Andrew Acosta of Acosta Consulting spoke against it.

Motion and second to consider taking a position on Proposition 64. Motion failed.

The consensus was to let the recommendation stand at 'No Position.' No action was taken by the Board of Directors.

**Proposition 65: Carry Out Bags: Charges.** This measure would redirect money collected by grocery and other retail stores through the sale of carryout bags, whenever any state law bans free distribution of a particular kind of carryout bag and mandates the sale of any other kind of carryout bag. Stores would



be required to deposit bag sale proceeds into a special fund administered by the Wildlife Conservation Board to support specified categories of environmental projects. The Executive Committee recommended an 'Oppose' position on Proposition 65.

Motion and second to OPPOSE Proposition 65. Motion carried.

**Proposition 67: Plastic Bag Ban Referendum.** The measure would uphold the ban on single-use plastic bags, as established by SB 270 which requires that stores distribute reusable bags and recycled paper bags for at least 10 cents per bag. The Executive Committee recommended a 'Support' position on Proposition 67.

Roger Dickinson, Shareholder, Greenburg, Traurig, LLP, spoke in favor of the initiative. No opponent was present.

Motion and second to SUPPORT Proposition 67. Motion carried unanimously.

7. 2018 CSAC ANNUAL MEETING SITE SELECTION

Contracts are currently in place for CSAC annual meetings through 2017. Since the meetings alternate between Northern and Southern California and 2018 would be held in the Southern part of the state, staff requested proposals from numerous venues in Los Angeles, San Bernardino and San Diego counties. The Executive Committee voted to select the Marriott Marquis Hotel in San Diego County. This is due to its good location, ability to accommodate all meeting and sleeping room needs, and reasonable room rates. It was requested that the Board of Directors affirm this action.

Motion and second to affirm the selection of San Diego County's Marriott Marquis Hotel as the site for the 2018 CSAC Annual Meeting. Motion carried unanimously.

8. COUNTY ADMINISTRATIVE OFFICERS ASSOCIATION OF CALIFORNIA (CAOAC) REPORT

Patrick Blacklock, CAOAC President, announced that nominations for the second annual CAO/CAO Distinguished Service Award are now open. The award is given to an individual CAO/CEO who has shown exemplary work and has set an example for cities, counties and the state. Last year's award winner was Alameda CAO Susan Muranishi.

9. STATE BUDGET AND LEGISLATIVE UPDATE

Staff provided a report on the highlights and key achievements of the 2016 legislative session which included:

**Managed Care Organization (MCO) Fix.** The MCO tax is important to counties as it provides implementation funding for the Coordinated Care Initiative (CCI) pilot program in seven counties. The CCI is also tied to counties' role in the In-Home Supportive Services (IHSS) program, as the continuation of the CCI is required to preserve the county IHSS Maintenance of Effort (MOE) under 1991 Realignment. This fix prevented the collapse of the CCI, maintains the county IHSS MOE, and continues the support of transferring collective bargaining from counties to the state in the CCI counties and potentially the remaining 51 counties in the future.

**\$2 Billion Bond for Homelessness.** CSAC was directly involved in negotiating an acceptable proposal to utilize Mental Health Services Act (MHSA) revenues to support the issuance of \$2 billion in revenue bonds for homelessness for the mentally ill. The "No Place Like Home" proposal will result in a workable local grant program for permanent supportive housing for those who are chronically homeless and living with mental illness. CSAC was also successful in getting representatives on the advisory group that will assist the state in implementation.

**Cap and Trade Revenues.** The compromise between the Legislature and Governor included \$140 million dedicated to a new local climate program aimed at reducing greenhouse gas emissions, as well as \$40 million to programs that increase waste diversion and help reduce methane emissions from

landfills. The deal also allocates \$135 million to the Transit and Intercity Rail Program, consistent with CSAC's request that cap and trade dollars be invested towards transportation programs.

*Mandatory Union Orientation.* CSAC led a large coalition of local government and education management stakeholders to defeat a bill which would have required public agency and school employers to allow union representatives to participate in new employee orientations for 30 minutes during that orientation.

*Elections Funding and Reform.* Legislation seeking to help counties manage costly special elections through a vote-by-mail option (AB 2686) is now awaiting Governor's signature. CSAC also supported a change to voting methods in SB 450, which phases-in elections conducted entirely by vote-by-mail ballots.

*State Budget.* The 2016-17 state budget included several CSAC priorities such as \$2b state bond authority for the "No Place Like Home" program, \$11m to assist in removal of dead trees in high hazard zones, \$10m in State Responsibility Area Fire Prevention Fund grants, \$270m for jail construction grants, \$25m in grants for hard-to-site criminal justice facilities to cities and counties, \$127m for foster care group home reform, \$30m to support local jurisdictions using the California Disaster Assistance Act Program, \$644,000 for PILT, \$2.5m for Williamson Act, and nearly \$400,000 in state backfill for counties with insufficient ERAF.

#### 10. CSAC OPERATIONS AND MEMBER SERVICES UPDATE

Staff reported that the California Counties Foundation, the non-profit foundation of CSAC, has been restructured to include the CSAC Institute and better serve counties. This will allow for new opportunities for partnerships, grant-seeking, and services to members. The Institute fees will be increased for the first time in four years, effective July 2017.

Entries in this year's Challenge Awards program received a record number of entries this year – 279 from 40 counties. The CSAC communications team recently received six awards from the National Association of Counties (NACo).

The CSAC Corporate Partnership Program continues to do well. The next regional meeting will be held in Orange County on September 22, with a focus on the economy, county budgets, and homelessness.

#### 11. INFORMATION ITEMS

Jennifer Henning, County Counsel's Association Executive Director, provided an update on *Department of finance v. Commission on State Mandates*, noting that the California Supreme Court issued an opinion on August 29 providing counties and other local agencies with mandate relief for conditions in water permits issued by regional water boards. She noted the case will have a wide impact, including on a case San Diego County has pending for \$66 million in mandated permit conditions and in 12 other test claims pending at the State Mandates Commission.

The briefing materials contained an informational report on the CSAC/League of Cities Joint Task force on Homelessness, CSAC Litigation Program, Institute for Local Government (ILG) and a CSAC Institute class schedule.

Supervisor Greg Cox thanked CSAC officers and staff for their assistance during the NACo 2<sup>nd</sup> Vice President campaign.

Meeting adjourned.



CALIFORNIA STATE ASSOCIATION OF COUNTIES  
FINANCE CORPORATION

December 1, 2016

**To:** CSAC Board of Directors

**From:** Linda Seifert, President  
Alan Fernandes, Executive Vice President

**RE:** **CSAC Finance Corporation Update**

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A. Board Vacancies

The CSAC Finance Corporation Bylaws provide:

Vacant seats shall be filled by a majority vote of the CSAC Executive Committee. In filling vacant seats, the CSAC Executive Committee shall take into consideration geographic representation, demographics and experience that support the growth of the CSAC Finance Corporation and reflect the diversity of the State.

The current makeup of the CSAC Finance Corporation Board is as follows:

Linda Seifert, President (Suburban County Supervisor - VACANT Jan. 2017)  
Les Brown, Secretary/Treasurer (California resident from the public at large)  
Robert Bendorf (California County Administrative Officer)  
Matt Cate (Executive Director of CSAC)  
Ralph Cordova (County Department Director/Agency Head)  
Greg Cox (Urban County Supervisor)  
Jim Erb (County TTC/Chief Financial Officer/Auditor)  
David Finigan (Rural County Supervisor - VACANT Jan. 2017)  
Mike Johnson (Retired County Employee/City/Special District/COG)  
David Twa (California County Administrative Officer)  
VACANT (California resident from the public at large)

The purpose of this item is to inform the CSAC Board of the Finance Corporation's Board composition and current vacancies.

B. County Participation (handout)

The CSAC Finance Corporation Board has set aggressive financial goals for the organization for the purposes of increasing the annual contribution to CSAC. In connection with those goals the Board expressed a desire to discuss current

county participation in CSAC Finance Corporation programs for the purpose of properly incentivizing continual organizational growth.

- C. Business Partnership Highlight – Nationwide Deferred Compensation Program
- D. Mission Statement, Commitment & Priorities, Business & Marketing Plan, and Branding

The mission of the CSAC Finance Corporation is:

To provide a broad array of finance, investment, insurance and purchasing services to benefit California counties and related public agencies.

### Commitment & Priorities



## **Hanson Bridgett LLP**

Hanson Bridgett is a law firm with more than 160 attorneys serving California and the nation. Hanson Bridgett's clients range from Fortune 500 corporations to individuals, public agencies, and more than 35 counties. Public agency law is a principal specialty of Hanson Bridgett and the firm has a nation reputation in many of our practice areas.

### Contact:

Paul Mello, Partner

(415) 777-3200

[pmello@hansonbridgett.com](mailto:pmello@hansonbridgett.com)

[www.hansonbridgett.com](http://www.hansonbridgett.com)



Administration of Justice Policy Committee  
122<sup>nd</sup> CSAC Annual Meeting  
Thursday, December 1, 2016 - 9:00 a.m. - 11:00 a.m.  
Madera Room - Renaissance Palm Springs Hotel  
Palm Springs - Riverside County

Supervisor John Viegas, Glenn County, Chair  
Supervisor Virginia Bass, Humboldt County, Vice Chair

- 9:00 a.m.      I. **Welcome and Introductions**  
*Supervisor John Viegas, Glenn County, Chair*  
*Supervisor Virginia Bass, Humboldt County, Vice Chair*
- 9:05 a.m.      II. **Responding to Inmate Advocacy Groups and Preventing Jail Lawsuits**  
*Paul Mello, Partner, Hanson Bridgett Law Firm*  
*Samantha Wolff, Senior Counsel, Hanson Bridgett Law Firm*  
*Ben Rice, General Counsel, Correctional Medical Group Companies*  
*Kimberly M. Pearson, Deputy Agency Director, Correctional Health Services*
- 10:00 a.m.     III. **Proposition 57: What's Next and How Will It Impact Counties**  
*Diane Cummins, Special Advisor to Governor Jerry Brown*
- 10:30 a.m.     IV. **What Impact Could the Election Have on Criminal Justice Funding**  
*Joe Krahn, President, Waterman & Associates*
- 10:45 a.m.     V. **CSAC 2016-17 Platform Update Process**  
*Stanicia Boatner, CSAC Legislative Analyst*  
*Attachment: Administration of Justice Platform Chapter*  
*Attachment: Realignment Platform Chapter*
- 10:50 a.m.     VI. **Looking Ahead: CSAC Administration of Justice 2017 Priorities**  
*Supervisor John Viegas, Glenn County, Chair*  
*Supervisor Virginia Bass, Humboldt County, Vice Chair*
- 11:00 a.m.     VII. **Adjournment**



## Agriculture, Environment and Natural Resources Policy Committee

Tuesday, November 29, 2016 • 9:00 – 11:00 a.m.

122d Annual Meeting \* Palm Springs, CA

Renaissance Palm Springs Hotel, 888 Tahquitz Canyon Way  
Madera Room

Supervisor Diane Dillon, Napa County, Chair  
Supervisor Pam Giacomini, Shasta County, Vice-Chair

- |               |  |
|---------------|--|
| 9:00 a.m.     | <b>I. Welcome and Introductions</b><br><i>Supervisor Diane Dillon, Napa County, Chair</i>  |
| 9:10 - 9:30   | <b>II. CSAC AENR Platform Update</b><br><i>Karen Keene, CSAC Senior Legislative Representative</i><br><i>Cara Martinson, CSAC Legislative Representative</i>   |
| 9:30 - 10:00  | <b>III. Marijuana Cultivation Regulation: Post Proposition 64</b><br><i>Amber Morris, Branch Chief, Medical Cannabis Cultivation Program, CA Department of Food &amp; Agriculture (CDFA)</i><br><i>Taylor Roschen, Legislative Manager, CDFA</i><br><i>John Young, Yolo County Agricultural Commissioner</i> |
| 10:00 - 10:25 | <b>IV. Sustainable Groundwater Management Water Act: Implementation Progress Report</b><br><i>David Gutierrez, Department of Water Resources</i>   |
| 10:25 - 10:40 | <b>V. Federal Update: Secure Rural Schools, PILT and other AENR federal topics</b><br><i>Joe Krahn, Waterman &amp; Associates</i><br><i>Hasan Sarsour, Waterman &amp; Associates</i>   |
| 10:40- 10:55  | <b>VI. Looking Ahead: 2017 AENR Priorities</b><br><i>Cara Martinson, CSAC Legislative Representative</i>   |
| 10:55 - 11:00 | <b>VIII. Closing Comments &amp; Adjournment</b>  |



**Government Finance & Administration Policy  
Committee**  
**CSAC 122<sup>nd</sup> Annual Meeting**  
**Thursday, December 1, 2016 — 9:00 a.m. – 11:00 a.m.**  
**Smoketree Room A-E**  
**Riverside County, California**

**Supervisor Henry Perea, Fresno County, Chair**  
**Supervisor Erin Hannigan, Solano County, Vice Chair**

- 9:00 a.m. I. **Welcome and Introductions**  
*Supervisor Erin Hannigan, Solano County, Vice Chair*
- 9:05 a.m. II. **Policy Platform Updates**  
*Betsy Hammer, Legislative Analyst, CSAC*
- 9:20 a.m. III. **State Budget Update and Fiscal Forecast**  
*Carolyn Chu, Senior Fiscal & Policy Analyst, Legislative Analyst's Office*
- 9:40 a.m. IV. **2016 Year In Review and 2017 Priorities**  
*Faith Conley, Legislative Representative, CSAC*  
*Dorothy Johnson Holzem, Legislative Representative, CSAC*
- 9:55 a.m. V. **2017 Sponsored Bill Proposals**  
*Dorothy Johnson Holzem, Legislative Representative, CSAC*
- 10:15 a.m. VI. **Marijuana and the Workplace**  
*Mark Meyerhoff, Liebert Cassidy Whitmore*
- 10:45 a.m. VII. **2016 Legislative Session Key Outcomes**  
*Faith Conley, Legislative Representative, CSAC*  
*Dorothy Johnson Holzem, Legislative Representative, CSAC*
- 10:55 a.m. VIII. **Closing Comments and Adjournment**  
*Supervisor Erin Hannigan, Solano County, Vice Chair*





**Health and Human Services Policy Committee**  
Tuesday, November 29 ▪ 2:30 p.m. – 4:30 p.m.  
Madera Room ▪ Renaissance Palm Springs Hotel  
888 Tahquitz Canyon Way ▪ Palm Springs, CA ▪ Riverside County

**Supervisor Ken Yeager, Santa Clara County, Chair**  
**Supervisor Hub Walsh, Merced County, Vice Chair**

- 2:30 p.m.      I.      **Welcome and Introductions**  
*Supervisor Ken Yeager, Committee Chair, Santa Clara County*  
*Supervisor Hub Walsh, Committee Vice Chair, Merced County*
- 2:35 p.m.      II.     **New Affiliate: Introducing CAPAGPC – Public Guardians**  
*Scarlett D. Hughes, Executive Director of the California*  
*Association of Public Administrators, Public Guardians, and*  
*Public Conservators*
- 2:55 p.m.      III.    **Ventura County’s Foster Health Link Improves the Health of Children**  
*Barry Zimmerman, Director, Human Services Agency, Ventura*  
*County*
- 3:25 p.m.      IV.    **Health, Human Services, and Realignment Platform Review**  
  
*Farrah McDaid Ting, CSAC Legislative Representative*  
*Elizabeth Marsolais, CSAC Legislative Analyst*
- 3:55 p.m.      V.     **Establishing HHS Priorities for 2017**  
*Farrah McDaid Ting, CSAC Legislative Representative*  
*Elizabeth Marsolais, CSAC Legislative Analyst*
- 4:25 p.m.      VI.    **2016 Legislation and 2016-17 Budget Review**  
*Farrah McDaid Ting, CSAC Legislative Representative*  
*Elizabeth Marsolais, CSAC Legislative Analyst*
- 4:30 p.m.      VII.   **Adjournment**



**Housing, Land Use and Transportation Policy  
Committee**  
**CSAC Annual Meeting**  
**Wednesday, November 30, 2016 — 8:30 a.m. – 10:00 a.m.**  
**Madera Room, Renaissance Palm Springs Hotel**  
**Riverside County, California**

**Supervisor David Rabbitt, Sonoma County, Chair**  
**Supervisor Bob Williams, Tehama County, Vice Chair**

- 8:30 a.m.      I.    **Welcome and Introductions**  
*Supervisor David Rabbitt, Sonoma County, Chair*  
*Supervisor Bob Williams, Tehama County, Vice Chair*
- 8:35 a.m.      II.   **California’s Housing Shortage: CA Fwd’s One Million More Homes Challenge**  
*Fred Silva, Senior Fiscal Policy Advisor, CA Fwd*  
Attachment One: One Million More Homes Challenge
- 9:05 a.m.      III.   **Transportation Funding and Reform Update**  
*Chris Lee, Legislative Analyst, CSAC*
- 9:10 a.m.      IV.   **Tribal Intergovernmental Outlook: State Gaming Compacts and Federal Tribal Lands Policy**  
*Chris Lee, Legislative Analyst, CSAC*  
*Joe Krahn, CSAC Federal Advocate, Waterman & Associates*
- 9:30 a.m.      V.    **Housing, Land Use and Transportation 2016 Year in Review and 2017 Priorities**  
*Chris Lee, Legislative Analyst, CSAC*  
Attachment Two: Housing, Land Use and Transportation Committee Year in Review and 2017 Priorities
- 9:45 a.m.      VI.   **Review of CSAC Platform Chapters**  
*Chris Lee, Legislative Analyst, CSAC*  
Attachment Three: Chapter 7 – Planning, Land Use and Housing  
Attachment Four: Chapter 11 – Transportation and Public Works  
Attachment Five: Chapter 14 – Climate Change Policy Guidelines  
Attachment Six: Chapter 15 – Tribal and Intergovernmental Relations
- 10:00 a.m.    VII.   **Closing Comments and Adjournment**  
*Supervisor David Rabbitt, Sonoma County, Chair*  
*Supervisor Bob Williams, Tehama County, Vice Chair*



1100 K Street  
Suite 101  
Sacramento  
California  
95814

Telephone  
916.327.7500

Facsimile  
916.441.5507

December 1, 2016

To: CSAC Officers  
CSAC Board of Directors

From: Matt Cate, Executive Director

RE: **Appoint New CSCDA Commissioner**

---

**Recommendation:** Consider appointment to fill alternate CSCDA commissioner vacancy with Jordan Kaufman, Kern County Treasurer/Tax Collector.

**Background:** The California Statewide Communities Development Authority (CSCDA) was created in 1988, under California's Joint Exercise of Powers Act, to provide California's local governments with an effective tool for the timely financing of community-based public benefit projects. CSCDA is sponsored by CSAC and the League of California Cities (LCC) and helps more than 500 cities, counties, and special districts build community infrastructure, provide affordable housing, create jobs, and make access available to quality healthcare and education. It also serves as an important revenue source to the CSAC Finance Corporation which in turn provides support to the CSAC budget and services to Counties.

CSCDA is governed by a 7-member Commission, four appointed by CSAC and three appointed by LCC. There is currently one vacancy for an alternate on the Commission due to Nav Gill (Sacramento County CEO) stepping down due to time conflicts with CSCDA meetings. CSAC recommends filling the vacancy with Kern County Treasurer/Tax Collector Jordan Kaufman. Jordan has expressed a keen interest in CSCDA and indicated that he can be available to participate actively.



December 1, 2016

1100 K Street  
Suite 101  
Sacramento  
California  
95814

Telephone  
916.327.7500

Facsimile  
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**To:** Members, CSAC Board of Directors

**From:** Graham Knaus, Deputy Executive Director of Operations & Member Services  
David Liebler, Director of Public Affairs & Member Services  
Cara Watson, Meeting Planner & Event Coordinator

**RE:** **2019 and 2020 Annual Meeting Site Selection**

---

CSAC staff has researched potential sites for future Annual Meetings. With Executive Committee and Board approval, San Diego County has been confirmed as the site for the 2018 Annual Meeting. In order to ensure we receive the best available rates for future conferences we are also requesting approval of sites for the 2019 and 2020 conferences in Northern and Southern California, respectively.

### **Recommendation**

1. Affirm the Executive Committee recommendation to hold the 2019 Annual Meeting in San Francisco City & County.
2. Affirm the Executive Committee recommendation to hold the 2020 Annual Meeting in Los Angeles County.

### **Background**

The policy for CSAC Annual Meeting site selection requires the following:

- The CSAC Annual Meeting will alternate between Northern and Southern California. Whenever feasible, CSAC will utilize as many counties as possible over a period of time to celebrate our members' diversity and uniqueness.
- Nearby hotel facility or facilities must have approximately 500 sleeping rooms available for up to four nights.
- The conference facility must be within short walking distance of hotels.
- The conference facility must be able to house the vast majority of CSAC and affiliate meetings (eg. 50,000 sf of meeting space). Overflow meeting space must be available at a close-by facility.
- The conference facility must have the ability to house an Exhibit Hall of approximately 120 booth spaces.

- Meeting facility costs (including conference space, meals and hotels) must fit within CSAC budget requirements in order to ensure that registration fees are kept reasonable.

The 2019 site selection process included requests for proposals from numerous venues in Northern California. Proposals from venues in the following counties met the parameters set out above: Alameda, San Francisco and San Mateo Counties.

Details of proposals from sites that meet the parameters of the CSAC Annual Meeting Site Selection Policy for 2019 follow.

County	Location	Conference Facility	Sleeping Rooms	Room Rate	Comment
Alameda	Oakland	Marriott Oakland City Center	Marriott Oakland City Center	\$275	Room rate is very high.
San Francisco	San Francisco	Hyatt Regency San Francisco Embarcadero Center	Hyatt Regency San Francisco Embarcadero Center	\$219	Downtown San Francisco Parking \$67/day.
		Hilton Union Square	Hilton Union Square	\$229	
San Mateo	South San Francisco	Hyatt Regency San Francisco Airport	Hyatt Regency San Francisco Airport	\$209	Near airport.

The Marriott Oakland City Center in Alameda County was the venue for the 2007 Annual Meeting. It is able to accommodate both the meeting needs and sleeping rooms for the meeting, however the room rate is extremely high.

San Francisco City & County last hosted the Annual Meeting in 2011. The Hyatt and Hilton properties offer easy access to many restaurants and attractions, and at a reasonable room rate for a downtown San Francisco property. The Executive Committee approved San Francisco as the 2019 location. At the time, the recommended property was the Hyatt Embarcadero. However, due to a potentially competing conference at the Hyatt during CSAC dates and space being held at the Hilton, staff is seeking Board approval to affirm San Francisco City and County as the 2019 location and authority to negotiate with both properties to get the best package and conference experience for counties.

The Hyatt Regency San Francisco Airport in San Mateo County has the meeting space and sleeping rooms needed to accommodate the Annual Meeting. It is located in San Mateo County which has not been the location for the Annual Meeting in recent history. This property is very close to San Francisco Airport; however it does not offer easy access to restaurants or other activities.

All properties are only available Sunday, December 1 to Friday, December 6, 2019 which is the week after Thanksgiving. Based on this information the recommendation for the 2019 Annual Meeting location is San Francisco City and County.

The 2020 site selection process included requests for proposals from numerous venues in Southern California. Proposals from venues in the following counties met the parameters set out above: Los Angeles, Orange and San Bernardino Counties.

Details of these proposals follow.

County	Location	Conference Facility	Sleeping Rooms	Room Rate	Comment
Los Angeles	Los Angeles	The Westin Bonaventure Hotel & Suites	The Westin Bonaventure Hotel & Suites	\$199	Great downtown property with nice outdoor space.
Orange	Anaheim	Disneyland Hotel	Disneyland Hotel	\$249	Room rate and F&B minimum are too high
San Bernardino	Ontario	Ontario Convention Center	Doubletree Ontario Airport	\$179	Sleeping rooms spread out across multiple properties
			Radisson	\$119	
			Sheraton	\$149	
			Holiday Inn	\$139	
			Azure Hotel	\$125	

The Westin Bonaventure Hotel and Suites, in Los Angeles County, is a large property located in Los Angeles' business district. This location offers convenient access to many Los Angeles restaurants and attractions at a reasonable room rate.

The Disneyland Hotel in Orange County was the location for the Annual Meeting in 2014. While the property has been a good fit in the past, the room rate and required food and beverage minimums required by the property for 2020 have increased significantly and are outside of budget.

San Bernardino County hosted the Annual Meeting in 2000, held at the Ontario Convention Center. All hotel properties utilized are close to the Ontario Convention Center but would result in meeting participants being housed at five different hotel properties.

Both the Los Angeles County and the Orange County locations are available Sunday, November 29 to Friday, December 4, 2020 which is the week after Thanksgiving. The San Bernardino County location is available Sunday, November 15 to Friday, November 20, 2020, the week before Thanksgiving.

Due to its great downtown location and reasonable room rate, it is recommended that The Westin Bonaventure Hotel & Suites be considered as the 2020 Annual Meeting location.

**Attachments:** Annual Meeting Location History

**Staff Contacts:**

Graham Knaus, Deputy Executive Director of Operations and Member Services:  
[gknaus@counties.org](mailto:gknaus@counties.org), (916) 327-7500 Ext. 545

David Liebler, Director of Public Affairs & Member Services: [dliebler@counties.org](mailto:dliebler@counties.org),  
(916) 327-7500 Ext. 530

Cara Watson, Meeting Planner and Event Coordinator: [cwatson@counties.org](mailto:cwatson@counties.org),  
(916) 327-7500 Ext. 512

## Annual Meeting Location History

Year	Region	County	City	Venue
2018	South	San Diego	San Diego	Marriott Marquis
2016	South	Riverside	Palm Springs	Convention Center & Renaissance
2014	South	Orange County	Anaheim	Disneyland Hotel
2012	South	Los Angeles	Long Beach	Convention Center & Hyatt Regency
2010	South	Riverside	Riverside	Convention Center & Marriott
2008	South	San Diego	San Diego	Grand Hyatt
2006	South	Orange County	Anaheim	Disneyland Hotel
2004	South	San Diego	San Diego	San Diego Concourse, Westin & US Grant
2002	South	Los Angeles	Pasadena	Pasadena Center & Hilton
2000	South	San Bernardino	Ontario	Convention Center, Marriott & Doubletree

Year	Region	County	City	Venue
2017	North	Sacramento	Sacramento	Convention Center & Hyatt Regency
2015	North	Monterey	Monterey	Marriott and Portola
2013	North	Santa Clara	San Jose	Convention Center & Marriott
2011	North	San Francisco	San Francisco	Hilton San Francisco Union Square
2009	North	Monterey	Monterey	Convention Center & Marriott
2007	North	Alameda	Oakland	Marriott Oakland City Center
2005	North	Santa Clara	San Jose	Convention Center & Marriott
2003	North	Monterey	Monterey	Convention Center, Doubletree & Marriott
2001	North	Sacramento	Sacramento	Convention Center, Sheraton & Hyatt Regency



**RESOLUTION OF THE BOARD OF DIRECTORS**

**County Supervisors Association of California  
Doing business as the  
California State Association of Counties**

WHEREAS, the Board of Directors of the California State Association of Counties (CSAC) employs an executive director and other staff to perform its day-to-day business; and

WHEREAS, the Board desires the business of the association to be transacted in an efficient and appropriate manner; and

WHEREAS, from time to time the Executive Director and Secretary of the Corporation must sign or approve documents on behalf of the Board;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of CSAC hereby authorizes the Executive Director and Secretary of the Corporation, and his designees on staff, to execute and approve bank and other documents as authorized by the Board of Directors or the Executive Committee.

FURTHER BE IT RESOLVED, that this resolution shall remain in effect until the 2017 annual meeting of CSAC, when a similar resolution will be executed by the newly constituted Board of Directors.

Duly adopted this 1<sup>st</sup> day of December, 2016.

---

Richard Forster, President



**Waterman**  
**Associates** GOVERNMENT RELATIONS

900 Second Street, NE  
Suite 109  
Washington, DC 20002

202.898.1444  
fax 202.898.0188  
waterman@wafed.com

## MEMORANDUM

**TO:** Matt Cate, Executive Director, CSAC

**FROM:** Joe Krahn, Tom Joseph and Hasan Sarsour  
CSAC Washington Representatives

**CC:** DeAnn Baker, Director of Legislative Affairs, CSAC  
Cara Martinson, Federal Affairs Manager, CSAC

**DATE:** November 10, 2016

**SUBJECT:** Post-Election Report and Outlook

---

After one of the most divisive and polarizing elections in recent memory, billionaire real estate developer Donald J. Trump defeated former Secretary of State Hillary Rodham Clinton to become the 45th president of the United States. Trump's victory marked the sixth time that a Republican nominee has won the White House in the last ten presidential elections. Incidentally, Trump is the first person to ascend to the presidency without having previously held elected office or served in the U.S. military.

While the election results have yet to be finalized, it appears that Trump will ultimately carry 30 states and garner a total of 306 electoral votes, which surpasses the necessary 270 vote threshold needed to become president. However, despite a clear victory for Trump in the Electoral College, Clinton actually holds a slight edge in the popular vote. If these results stand, it would mark the fifth time in U.S. history, and the second time since 2000, that a candidate has become president without a majority of the popular vote.

President-elect Trump will start his term with a Republican House and Senate, bringing unified party control to Washington for the first time since the early days of the Obama administration. It should be noted that prior to the November 8 elections, national pollsters predicted that Trump's candidacy would prompt an anti-Republican wave that would sweep dozens of Democrats into Congress. Instead, Trump may have provided a boost to vulnerable GOP lawmakers. While Democrats were able to net a half dozen seats in the House and cut into the Republican majority, it was far short of what party leaders had predicted.

In addition, key victories in Pennsylvania, Indiana, Wisconsin, and North Carolina helped Republicans defy forecasts and retain their Senate majority. Democrats picked up only two seats as Representative Tammy Duckworth defeated incumbent Senator Mark Kirk (R) in Illinois, and Governor Maggie Hassan unseated Senator Kelly Ayotte (R) in New Hampshire. With the outcome of one race still outstanding, Republicans are set to control at least 51 seats to 48 for Democrats. In Louisiana, the race to succeed retiring Republican Senator David Vitter (R) is headed to a December runoff after none of the candidates was able to garner 50 percent of the vote. Republican state treasurer John Kennedy will face off with Democrat Foster Campbell for the final Senate seat.

The GOP's narrow majority in the upper chamber means the party will be far short of the 60-vote supermajority that is needed to advance most legislation of consequence. Except in limited cases – such as budget reconciliation (which requires a simple majority) – Senate Republicans will need Democratic cooperation in order for major legislative initiatives to move forward. In contrast, House Republicans, who will hold a roughly 45 seat advantage in the 115<sup>th</sup> Congress, should be able to advance their legislative agenda without the need to reach across the aisle, provided GOP leaders are able to keep their rank-and-file members unified.

For his part, president-elect Trump and his transition team are currently in the process of identifying and vetting potential candidates for cabinet-level positions and other top administration jobs. Major announcements from Trump's camp regarding key White House posts and executive agency appointments are expected in the coming weeks.

With regard to his legislative agenda, Mr. Trump and his leadership-team-in-waiting will be working overtime to articulate and further refine major policy objectives that Trump often only addressed in broad terms while on the campaign trail. Proposals to fund construction of a southern border wall, repealing the *Affordable Care Act*, bolstering military spending while cutting taxes, and scaling back or scrapping regulations on businesses all figure to factor in prominently as part of the incoming president's "first 100 days" agenda.

### California Results

California Attorney General Kamala Harris handily defeated Representative Loretta Sanchez to replace retiring Senator Barbara Boxer. Harris, the daughter of Indian and Jamaican parents, becomes the first Indian-American and only the second black woman to serve in the Senate. She is also the first woman of color to represent California in the upper chamber.

Across Capitol Hill, at least 46 members of California's 53-member congressional delegation will be returning to the nation's capital in January. While two races are too close to call, the incumbent has a slight edge in both. As of this writing, Democratic Congressman Ami Bera leads his Republican challenger, Scott Jones, by just over 2,000 votes; likewise, GOP Congressman Darrell Issa leads his Democratic challenger, Retired Marine Colonel Doug Applegate, by several thousand votes. If these results hold, Representative Mike Honda will be the only incumbent in the state to lose his seat to a

challenger. He was ousted by fellow Democrat Ro Khanna, in what was a repeat of the 2014 election.

In addition to Khanna, four new Democratic members will join the California congressional delegation. In the 24th district, Santa Barbara County Supervisor Salud Carbajal defeated former Capitol Hill staffer Justin Fareed to replace Congresswoman Lois Capps, who announced her retirement last year. Monterey County Deputy District Attorney Jimmy Panetta will succeed retiring Congressman Sam Farr in the 20<sup>th</sup> congressional district. Notably, Jimmy Panetta is the son of former Secretary of Defense Leon Panetta, who represented the Central Coast for 15 years.

In addition, Hermosa Beach Councilwoman Nanette Barragan narrowly beat state Senator Isadore Hall to succeed Representative Janice Hahn, who ran for Los Angeles County supervisor. Finally, former state Senator Lou Correa defeated Garden Grove Mayor Bao Nguyen to replace Congresswoman Loretta Sanchez, who gave up her seat to run for the Senate. Based on the current results, the state will send 39 Democrats and 14 Republicans to Washington in 2017.

#### **Key Committee Assignments for the 115<sup>th</sup> Congress**

A number of House and Senate committees will have leadership changes next year due to retirements, term limits imposed by House and Senate Republicans, or other factors. Most committee chairmen and ranking members are selected by their respective steering committees and then approved by the larger party caucuses. The steering committees are expected to meet sometime in December. Noted below are some of the key congressional committees that deal with issues of interest to CSAC.

**House Appropriations Committee:** This important committee is responsible for allocating the actual funding for all federal programs, including transportation, health and human services, and criminal justice programs. Current Appropriations Committee Chairman Hal Rogers (R-KY) is term-limited and will not seek a waiver to continue serving as the top Republican on the panel. Representative Rodney Frelinghuysen (R-NJ), who currently serves as the chairman of the Defense Subcommittee, is the next most senior GOP lawmaker on the committee and is favored to become the next chairman. Representative Nita Lowey (D-NY) will most likely stay on as ranking member.

**House Education and Workforce Committee:** This committee has jurisdiction over a number of health, employment, and labor programs. Chairman John Kline (R-MN) is retiring at the end of the year, and Congresswoman Virginia Foxx (R-NC) is the frontrunner to replace him. Foxx has been a harsh critic of the Obama administration and will seek to reverse a number of recent actions by the Labor Department. Meanwhile, Representative Bobby Scott (D-VA) is expected to continue serving as the top Democrat on the panel.

**House Energy and Commerce Committee:** Among many other responsibilities, the committee has jurisdiction over various health-related programs, including the federal-state Medicaid program. Chairman Fred Upton (R-MI) is term-limited and will not seek a

waiver to stay on in his current role. There will be a three-way race to succeed him as Representatives John Shimkus (R-IL), Greg Walden (R-OR), and Joe Barton (R-TX) have all expressed an interest in replacing Upton. Given the committee's widespread jurisdiction and the unpredictable nature of the race, this will be the most watched committee contest. On the other side of the aisle, Congressman Frank Pallone (D-NJ) is expected to retain the top Democratic spot on the panel.

**House Ways and Means Committee:** This committee has jurisdiction over certain health programs and family support issues. The Ways and Means Committee likely will be chaired again by Representative Kevin Brady (R-TX). Representative Sander Levin (D-MI) is expected to return as the panel's leading Democrat.

**House Judiciary Committee:** Among other issues, this panel has programmatic jurisdiction over criminal and juvenile justice legislation in the lower chamber. Committee Chairman Bob Goodlatte (R-VA) is expected to retain the gavel, while Congressman John Conyers (D-MI) is likely to stay on as the top Democratic member of the committee.

**House Transportation and Infrastructure Committee:** This is the largest committee in the House of Representatives and handles virtually all transportation legislation in the lower chamber, including the reauthorization of the Federal Aviation Administration, which is set to expire on September 30, 2017. It is unlikely that the top GOP or Democratic posts on the Transportation and Infrastructure Committee will change in the 115<sup>th</sup> Congress. Chairman Bill Shuster (R-PA) and Ranking Member Peter DeFazio (D-OR) are expected to retain their positions on the committee.

**Senate Appropriations Committee:** Like its House counterpart, the committee funds various federal programs, including transportation, health and human services and criminal justice programs. Senator Dianne Feinstein (D-CA) serves on the committee and is a member of six of its subcommittees, including the Interior, Commerce-Justice-Science, Agriculture, Defense, and Transportation subcommittees. She is also currently the Ranking Member on the Energy and Water Subcommittee. The committee chairmanship is expected to be retained by Senator Thad Cochran (R-MS), but the panel's Ranking Member Barbara Mikulski (D-MD) is retiring at the end of the year. Senators Patrick Leahy (D-VT), Patty Murray (D-WA), Dick Durbin (D-IL), and potentially Dianne Feinstein are all viable candidates to replace Mikulski.

**Senate Finance Committee:** One of the key committees in the Senate, the Finance Committee has jurisdiction over a whole host of health issues, including Medicaid and child welfare issues. In 2017, the committee will be likely be led again by Senator Orrin Hatch (R-UT), with Senator Ron Wyden (D-OR) expected to hold on to his position as the panel's top Democrat.

**Senate Health, Education, Labor and Pensions Committee:** This committee has jurisdiction over certain health programs and labor issues. During the past few years, the committee has operated in a bipartisan fashion and is expected to continue to do so in the

115<sup>th</sup> Congress. Senator Lamar Alexander (R-TN) is largely expected to continue on as chairman, but it is unclear who will serve as ranking member. Senator Patty Murray (D-WA) currently occupies that role, but she is also a candidate to become the lead Democrat on the Appropriations Committee. If she moves on, Senators Bernie Sanders (I-VT) and Bob Casey (D-PA) have expressed interest in the position.

**Senate Judiciary Committee:** This committee handles virtually the same issues as its House counterpart. It is also responsible for filling judicial vacancies, including the Supreme Court. Senator Chuck Grassley (R-IA) is expected to retain his chairmanship. However, it is unclear whether Senator Patrick Leahy (D-VT) will stay on as ranking member, as he will have an opportunity to serve as the top Democrat on the Appropriations Committee. It should be noted that Senator Feinstein also serves on the panel and is expected to continue to do so in the next Congress.

**Senate Environment and Public Works (EPW) Committee:** Among other things, the committee has jurisdiction over a number of transportation programs, as well as the nation's environmental policy. The panel is currently led by Chairman Jim Inhofe (R-OK) and Ranking Member Barbara Boxer. However, Inhofe is term-limited under Republican Senate rules and Boxer is retiring. Senator John Barrasso (R-WY) is widely expected to ascend to the chairmanship, but there are several Democrats who could become ranking member. Senator Tom Carper (D-DE) would be next in line in terms of seniority, but he could also choose to take the top Democratic spot on the Homeland Security Committee. This would create an opportunity for Senators Ben Cardin (D-MD), Bernie Sanders (I-VT), or Sheldon Whitehouse (D-RI).

It should be noted that Senator Barrasso is the current chairman of the Committee on Indian Affairs. Assuming Barrasso takes the post of the EPW Committee, the top spot on the Indian Affairs panel will become vacant. As of this writing, it is unclear who would succeed Senator Barrasso as the chair of the Indian Affairs Committee.

#### **Outlook for the Remainder of 2016**

Members of the 114<sup>th</sup> Congress are scheduled to return to Washington, D.C. next week for what is expected to be a relatively brief lame-duck session. In addition to holding organizational meetings and electing their leaders for the next Congress, lawmakers have unfinished legislative business that will need to be addressed before year's end.

At the top of the priority list is the 11 (of 12) fiscal year 2017 appropriations bills that have not been enacted into law. With the current short-term Continuing Resolution (CR) set to expire on December 9, lawmakers will have little time to negotiate an end-game strategy on the unresolved components of the budget.

For his part, Senate Majority Leader Mitch McConnell (R-KY) has expressed his preference for concluding all outstanding appropriations-related work before Congress adjourns. If lawmakers clear a final fiscal year 2017 budget package, it would mean that the incoming

November 10, 2016

Page 6 of 6

GOP-controlled Congress and president-elect Trump could start their tenure without the need to address overdue fiscal matters.

Members of the conservative wing of the House Republican caucus, however, are strongly in favor of leaving all final decisions on the current budget to the 115<sup>th</sup> Congress and the new administration and are therefore aggressively pushing congressional leaders to pass another short-term CR. After conceding to President Obama on various fiscal and policy matters within the context of previous budget bills, House conservatives are anxious to send to a Republican White House a budget package that reflects their priorities.

In addition to a long-term budget measure, lawmakers may look to finalize a major energy reform bill and a *Water Resources Development Act* (WRDA) reauthorization package. All three of the aforementioned bills are possible candidates to carry provisions dealing with the ongoing drought in California.

Finally, with regard to organizational business, Senator McConnell is expected to stay on as majority leader. For their part, Senate Democrats are poised to name Senator Chuck Schumer (D-NY) as the successor to current Minority Leader Harry Reid (D-NV), who is retiring at the end of the 114<sup>th</sup> Congress. Across Capitol Hill, House Republicans are likely to retain Representative Paul Ryan (R-WI) as speaker, while Democrats are expected to again tab Congresswoman Nancy Pelosi (D-CA) as minority leader.

We hope this information is useful to you. Please do not hesitate to contact us if you have any questions or if you need any additional information.



# INSTITUTE FOR LOCAL GOVERNMENT<sup>SM</sup>

*Promoting Good Government at the Local Level*

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## Update on Activities

*November 2016*

The Institute for Local Government (ILG) is the research and education affiliate of the California State Association of Counties, League of California Cities and the California Special Districts Association. ILG promotes good government at the local level with practical, impartial and easy-to-use resources for California communities. Our resources on ethics and transparency, local government basics, public engagement, sustainable communities and collaboration and partnerships are available at [www.ca-ilg.org](http://www.ca-ilg.org).

## Highlights

- ILG is updating three of its most popular resources: “Understanding the Basics of Public Service Ethics Laws,” “Key Ethics Law Principles for Public Servants” and “Basics of Municipal Revenue (see details below).”
- ILG is working with CSAC to provide upcoming conference sessions and trainings (see details below).

## Understanding the Basics of Municipal Revenues and Ethics Resource Updates

Local governments provide essential services including public safety (police, fire and emergency services), parks and recreation, roads, flood protection, sewers, water, refuse disposal, recycling and other utilities. To help explain this, ILG created “Understanding the Basics of County and City Revenues” which outlines how counties, cities and special districts pay for such services and facilities through a variety of revenues.

Recently, ILG worked with a consultant to update and revise this resource. The updated version can be found here: [www.ca-ilg.org/municipalrevenue](http://www.ca-ilg.org/municipalrevenue).

In addition, ILG is in the process of updating two of our flagship Ethics Program resources – Understanding the Basics of Public Service Ethics Laws and Key Ethics Law Principles for Public Servants. We have engaged our law firm partners to do an initial update of the resources. In addition to ensuring that the information is current, we will also be updating the formatting so that they fit with our current branding. We recently completed the update to Key



Ethics Law Principles for Public Servants which can be found here: [www.ca-ilg.org/ethicsprinciples](http://www.ca-ilg.org/ethicsprinciples).

## CSAC Conference Sessions and Institute Courses

ILG will be facilitating an AB 1234 training at CSAC's Annual Conference in November and will have a presence in the Expo. Additionally, ILG will be working with the CSAC Institute on a course for March 2017, "Supporting the Next Generation – Collaborative Approaches and Funding Opportunities."

## New Articles and Resources

- *ILG Launches Community Health Partnerships Resource Center* provides an overview of ILG's new resource center ([www.counties.org/county-voice/ilg-launches-community-health-partnerships-resource-center](http://www.counties.org/county-voice/ilg-launches-community-health-partnerships-resource-center)). We had a similar article in *Western City Magazine* ([www.westerncity.com/Western-City/October-2016/ILG-Launches-Community-Health-Partnerships-Resource-Center/](http://www.westerncity.com/Western-City/October-2016/ILG-Launches-Community-Health-Partnerships-Resource-Center/))
- *ILG: Putting the Focus on Effective Public Engagement* provides an overview of ILG's evaluation of the Public Engagement Program ([www.counties.org/post/ilg-putting-focus-effective-public-engagement](http://www.counties.org/post/ilg-putting-focus-effective-public-engagement))
- *Santa Rosa's Violence Prevention Efforts Lead to Success* highlights Santa Rosa's successful collaborative effort reducing gang violence and implementing prevention strategies ([www.westerncity.com/Western-City/October-2016/Santa-Rosas-Violence-Prevention-Efforts-Lead-to-Success/](http://www.westerncity.com/Western-City/October-2016/Santa-Rosas-Violence-Prevention-Efforts-Lead-to-Success/)). We held a webinar "Achieving Positive Outcomes for Safety and Violence Prevention Through Collaboration" on this same topic in October featuring speakers from Sonoma County probation and public health ([www.ca-ilg.org/violencepreventionwebinar%20](http://www.ca-ilg.org/violencepreventionwebinar%20)).
- *Planning to Save: Increasing Your Community's Resiliency* [www.westerncity.com/Western-City/November-2016/Planning-to-Save-Increasing-Your-Communitys-Resiliency/](http://www.westerncity.com/Western-City/November-2016/Planning-to-Save-Increasing-Your-Communitys-Resiliency/)
- *Understanding Municipal Finance: Resources and Tools* discusses the update to ILG's Understanding the Basics of Municipal Finance and other ILG resources on budgeting and financial management ([www.westerncity.com/Western-City/November-2016/Understanding-Municipal-Finance-Resources-and-Tools/](http://www.westerncity.com/Western-City/November-2016/Understanding-Municipal-Finance-Resources-and-Tools/)).
- Webinar – "Abstentions and Disqualifications – Conflicts of Interest and When to Step Aside" covered what financial interests and other conflicts of interest disqualify an official from participating in, or influencing, the decision-making process; guidelines for deciding when to abstain; and what to do if you abstain or disqualify yourself from the process ([www.ca-ilg.org/webinar/abstentions-and-disqualifications-conflicts-interest-and-when-step-aside](http://www.ca-ilg.org/webinar/abstentions-and-disqualifications-conflicts-interest-and-when-step-aside) ).
- Webinar – "Understanding the Brown Act" provided an overview on when and how to communicate with officials to be in compliance with the Ralph M. Brown Act and relevant updates and hypothetical examples of missteps and how to avoid them ([www.ca-ilg.org/webinar/brown-act](http://www.ca-ilg.org/webinar/brown-act))

## Recent Workshops, Trainings and Events

- In September, ILG attended the Rural County Representatives of California Annual Conference.
- In September, ILG worked with CSDA on a workshop “The Who, What, Where, When, Why and HOW of Public Engagement.”
- In October, ILG facilitated a number of sessions at the League of California Cities’ Annual Conference including: Understanding Public Service Ethics Laws (AB 1234), Engaging Youth: The Journey of Three Cities, Addressing Homelessness: Attainable, Collaborative Solutions, Changes and Trends in Water Management and Lessons from the Cal-ICMA "City Manager Challenges and Strategies" Report.
- In October, ILG attended the National Coalition on Dialogue and Deliberation Annual Conference.
- In October, ILG worked with the City of Palm Springs to provide an AB 1234 training for their elected officials and staff.
- ILG facilitated a session at CSDA’s Annual Conference “Stretching Community Dollars to Build for the Future” at the Annual Conference. ILG also had a presence at the expo.
- In October, ILG facilitated a session at the CalAPA Conference “Cities – Driving the Transition to a Sustainable Future.”
- In November, ILG attended the Code for America Conference.

## Board of Directors

The last 2016 ILG Board of Directors meeting took place on Friday, November 18 in Sacramento where the Board discussed the budget and goals for 2017 and heard a presentation on the divided communities project.

# Winter-Spring 2017 Course Guide

*The noblest pleasure is the joy of understanding. – Leonardo da Vinci*

## Professional development classes for county officials, executives and managers

### Schedule at a Glance

DATE		LOCATION	PAGE
<b>JANUARY</b>			
12 (TH)	Effective Use of Social Media	Sacramento	3
13 (F)	Manage Conflict (even hostility) in Comfort	Riverside	5
19 (TH)	Leadership & Change: Practices to Move Organizations	Contra Costa	5
20 (F)	Local Governance in California: All those agencies!	Merced	5
26 (TH)	<i>Emerging Issues</i> : The Sharing Economy	Sacramento	3
27 (F)	Financing California Counties: The History	Sacramento	3
<b>FEBRUARY</b>			
2 (TH)	IT Performance Metrics & Customer Value Management	Sacramento	4
3 (F)	The Art & Practice of Organizational Leadership	Sacramento	1
10 (F)	Customer Service in the Public Sector	Riverside	2
16 (TH)	Realignment 301: Public Safety Funding and Programs	Sacramento	6
16 (TH)	Intergenerational Leadership	Contra Costa	4
17 (F)	State Budget 101: What Counties Need to Know	Merced	6
23 (TH)	Ins and Outs of Monitoring Federal Grant Recipients	Sacramento	4
<b>MARCH</b>			
2 (TH)	Negotiation and Collaboration in Complex Environments	Sacramento	6
3 (F)	Advanced Practices in Negotiations	Sacramento	6
9 (TH)	GASB Financial Reporting Requirements	Sacramento	3
10 (F)	Storytelling and Other Practices in the Art of Persuasion	Riverside	7
16 (TH)	Labor Relations and Negotiations	Contra Costa	5
17 (F)	Financial Reporting for Nonfinancial Professionals	Merced	2
23 (TH)	Leading with Emotional Intelligence	Sacramento	5
24 (F)	Supporting the Next Generation: Collaboration for Youth	Sacramento	7
<b>APRIL</b>			
6 (TH)	IT Business Innovation	Sacramento	4
7 (F)	Storytelling and Other Practices in the Art of Persuasion	Sacramento	7
7 (F)	Building and Maintaining a Team Environment	Riverside	1
20 (TH)	Manage Conflict (even hostility) in Comfort	Contra Costa	5
21 (F)	Intergenerational Leadership	Merced	4
27 (TH)	Financial Management: Debt and Investment	Sacramento	3
28 (F)	Cost Principles, Reporting ... and the Supercircular	Sacramento	2
<b>MAY</b>			
4 (TH)	Customer Service in the Public Sector	Sacramento	2
5 (F)	Talent Development and Succession Planning	Riverside	7
11 (TH)	When Bad Things Happen: Managing the Media	Sacramento	7
12 (F)	Leadership During and After Crises – Roles of Officials	Sacramento	2
18 (TH)	Crafting and Implementing Effective Strategic Plans	Contra Costa	2
19 (F)	Stakeholder Engagement: Does it Have to Be Messy?	Sacramento	6
19 (F)	Leadership & Change: Practices to Move Organizations	Merced	5
<b>JUNE</b>			
1 (TH)	IT Service Management	Sacramento	4
2 (F)	Building and Maintaining a Team Environment	Sacramento	1
8 (TH)	World Class Contracting and Procurement	Sacramento	7
9 (F)	Leading with Emotional Intelligence	Riverside	5
15 (TH)	Effective Use of Social Media	Contra Costa	3
16 (F)	Negotiation and Collaboration in Complex Environments	Merced	6
22 (TH)	Local Governance in California: All those agencies!	Sacramento	5

*Nature and dimensions of leadership in effective organizations*

### The Art & Practice of Organizational Leadership

120

This interactive course designed for both experienced and new senior county managers explores the practical applications of leadership in creating a high performing county organization – especially in the difficult environments counties operate. Participants engage in discussions of key practices in formal and informal leadership, particularly in achieving sustainable change; employee engagement and team-building strategies; leadership when you're not in charge; and techniques for developing a vital workplace culture which supports organizational members.



Instructor: Dr. Frank Benest is former city manager of Palo Alto and a noted expert in organizational leadership and management.

**Friday, February 3, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

*Deployment and leadership of high performance teams*

### Building and Maintaining a Team Culture

371

Counties use teams as a method to get work done. It takes a certain organizational culture to support teams. This course examines the culture and attributes of high-performing teams in the public sector. Hands on simulations demonstrate team strategies. Strategies, tools and resources are shared along with team leadership practices, and how to transition to a team culture. Participants examine the group



dynamics required for team success, define team responsibilities and accountability, how to evaluate team performance against mission, and the leadership practices to lead and sponsor teams.

Instructor: Dr. Jerry Estenson is Professor of Organizational Behavior at CSU, Sacramento.

**Friday, April 7, 2017** 10:00 a.m.–3:30 p.m.  
Riverside ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

**Friday, June 2, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

## Cost Principles, Reporting Requirements ... and the "Supercircular" 368

On December 26, 2013, the U.S. Office of Management and Budget issued new reporting rules referred to as the "Supercircular." This issuance impacts all general requirements for all entities – including counties and CBOs – which receive federal grants: administrative rules, cost principles and Single Audit requirements. Those new rules go into effect after Christmas, 2014. All persons and agencies who deal with federal grants will need to be aware of and prepared for the coming changes. In addition to the specifics of the Supercircular, the class will cover:

- ♦ *Administrative rules:* when approval is needed for budget changes, and more
- ♦ *Cost principles:* criteria for allowability, and more
- ♦ *Single Audit requirements:* required attributes of an audit finding and more

Course eligible for CPE credits for Certified Public Accountants.

Instructor: Sefton Boyars, CPA, CGFM, CFS from the California Certified Public Accountants (CalCPA) Education Foundation.

**Friday, April 28, 2017** 9:30 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Managers/Execs

Understand and interpret county financial reports

## County Financial Reporting and Budgeting for Nonfinancial Professionals 369



This course provides the tools for decision-makers, elected officials, senior managers – other than accountants and auditors – who want to have an overview understanding of government financial reporting. Participants discuss budgets, financial statements and the audit, and at the 30,000' level what each of

those is saying (or not saying!). Participants should bring questions about terms or concepts they have encountered as part of their interaction with county and government financial reporting. The discussion reviews terms and definitions used with government financial reporting and strategies on how to read financial statements and auditor reports to identify critical information and understand what it means ... in plain English!

Instructor: Laura Lindal, CPA, is an experienced auditor and an instructor for the California CPA Education Foundation.

**Friday, March 17, 2017** 10:00 a.m.–3:30 p.m.  
Merced ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

Make strategic planning mean something

## Crafting and Implementing Effective Strategic Plans 123

Most counties and county departments create strategic plans. Sometimes they provide clear guidance to decision makers and staff; sometimes they don't. This course examines how to make the plan a living document ... and have it mean something to those affected. Participants examine: 1) how to craft a strategic plan with the Board of Supervisors or other governing board; 2) engagement of the

community and staff in the process; 3) tips to prepare an actionable plan; 4) communication of the plan; and 5) putting a plan into action. Best practices and case examples are used to explore integration of the plan into the operations and decision-making of the organization. Discussion highlights tips for structuring an effective strategic workshop, including selection of a facilitator, participants and preparation.

Instructor: Angela Antenore, M.Ed. is an experienced strategic facilitator, agency board member and university instructor.

**Thursday, May 18, 2017** 10:00 a.m.–3:30 p.m.  
Contra Costa ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

Lead your community and organization through crisis and recovery

## Leadership During and After a Crisis – Roles of Elected and Senior Officials 398



During a crisis all eyes look to community leaders for information, guidance, action and hope. Suddenly senior executives and elected officials find themselves in the spotlight being asked tough questions about a topic they may not fully understand, and as community members, they may be survivors as well as leaders. This course is designed to help elected officials and senior executives understand their role as leaders during the response and through the long process of recovery. From a high level the course will look at how the pieces of emergency management fit together and then dig into what leaders should be doing and how they can contribute value towards resolving the crisis. The course will offer practical ideas and insights. Examples and case studies from real events such as San Bernardino and other communities will set the stage for candid discussions about what works, what doesn't, and how to help without hindering. Once the smoke clears and the responders go home the community needs leaders that were an integral part of the resolution to lead the way back to 'normal.'

Instructor: Rob Dudgeon is the former deputy director of the City & County of San Francisco Department of Emergency Management and now a global consultant on leadership in crisis situations.

**Friday, May 12, 2017\*** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

\* Also see "When Bad Things Happen – Media in Crises" on Thursday, May 11

Create customer satisfaction in a county setting

## Customer Service in the Public Sector: Balancing Satisfaction with Priorities 354

This policy level course will help county managers and elected officials explore ways to create and enhance a customer service culture in their organization. Participants will explore how to balance good customer service with county and state regulations and requirements. The



conversation will focus on what defines good customer service and a service culture. Lively small and large group discussions will give you tools to assess where you are, what the gaps are to be more service oriented, and how to get there. Participants discuss the elements of structure and process which support and recognize effective customer service, even in difficult regulatory situations. You will be able to network and brainstorm with your peers as well as learn

practical strategies. Barriers to good customer service are examined along with service and performance measurements.

Instructor: Angela Antenore, M.Ed. is an experienced agency manager, agency board member and university instructor.

**Friday, February 10, 2017** 10:00 a.m.–3:30 p.m.  
*Riverside* ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

**Thursday, May 4, 2017** 10:00 a.m.–3:30 p.m.  
*Sacramento* ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

*The 211 on social media 101 to avoid a communication 911*

## Effective Use of Social Media and Electronic Communications 353



Confused about social media, which platforms are right for you, how to find time to manage it, what to post? This fast-moving workshop will help you understand what to focus on, how to implement it, and ways to quickly create compelling content using the latest

photo, audio and video techniques! You will get updates on current popular social media sites and upcoming platforms to watch, along with concrete tips, tools, apps and hands-on interaction that will help you become a social media Ninja (or at least have a lot more confidence!). Even those who don't consider themselves to be social media- or tech-savvy will come away with newly developed knowledge, skills and techniques to begin implementing immediately. This will be valuable whether you're a social media newbie or a seasoned practitioner.

Instructor: Kerry Shearer is former Sacramento County Public Information Officer and a consultant specializing in social media.

**Thursday, January 12, 2017** 10:00 a.m.–3:30 p.m.  
*Sacramento* ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

**Thursday, June 15, 2017** 10:00 a.m.–3:30 p.m.  
*Contra Costa* ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Make informed decisions about the use of public resources*

## Financial Management: Debt and Investment of Public Funds 117

Elected and appointed officials make critical decisions on the issuance and administration of debt, and the investment of public funds, but may have little experience or depth of knowledge on this complicated subject. This class provides a foundation on understanding debt, debt capacity, options, and county policy on debt. It examines the fiduciary responsibilities of elected and appointed officials and then explores investment of public funds. An overview of prudent investment policy, portfolio strategy and the role of the investment advisors are also explored. *Eligible for MCLE credits for members of the Bar.*



Instructors: Experts from the CSAC Finance Corporation.

**Thursday, April 27, 2017** 10:00 a.m.–3:30 p.m.  
*Sacramento* ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

## EMERGING ISSUES



*A series of courses exploring trends in long-term policy issues*

These seminars provide county decision-makers an opportunity to explore emerging trends with colleagues and experts. Brief presentations examine facets of the issue and allow ample opportunity for discussions on the resources, capacity and authority available for counties to work toward solutions.

*Policy and governance in the emerging era of shared economies*

## Emerging Issues: The Sharing Economy 405

The sharing economy is breaking the mold for the way goods and services are provided by private companies in our state. In doing so, it's challenging existing models for county business licenses, tax collection, land use designation, and other county ordinances seeking to protect public health and safety. This session will review how vehicle, residential units, office space, and other shared economy services are helping or hurting the bottom line. Case studies will be offered to illustrate how counties are tackling the problems and finding ways to make the shared economy work for their benefit in county service delivery.

**Thursday, January 26, 2017** 10:00 a.m.–3:30 p.m.  
*Sacramento* ♦ \$129/person for counties ♦ 3 credits ♦ Elected Officials/Staff

*The context of county-state revenue relationships*

## Financing California Counties: The History 151

Have you found yourself overwhelmed trying to understand the county revenue sources and funding streams? And how we ended up with this complex system? This course provides an in-depth examination of the history of county revenue sources and how they have evolved. Exploring the context of county funding decisions by Legislative and the Administration over the last 40 years is critical in understanding the current state-county funding and revenue relationships. The class examines the history and consequences of major elements in county revenues including: Proposition 13, 172, 1A, Vehicle License Fees, Realignment, ERAF, property tax allocations, current year State budget and more.

Instructor: Diane Cummins is Special Advisor to the Governor on State and Local Realignment.

**Friday, January 27, 2017** 10:00 a.m.–3:30 p.m.  
*Sacramento* ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*The impact of GASB 34 for local governments continues to reverberate*

## GASB Financial Reporting Requirements 364

GASB 34, *Basic Financial Statements – and Management's Discussion and Analysis* – continues to change the way counties prepare and review their financial reports. This course will build your understanding of GASB 34, and provide an update of GASB-related pronouncements, exposure drafts and future agenda items. Participants review key concepts such as basic financial statement formats, reconciliations of government-wide financial statements to the funds financial statements, note disclosures and infrastructure capital assets. The class also highlights accounting, financial reporting and disclosure issues; new pension standards: GASB 67 and 68; and review of the county Comprehensive Annual Financial Report. *Eligible for CPE credits for CPAs.*

Instructor: Gary M. Caporicci, CPA CGFM is a senior partner and co-founder of Caporicci & Larson, Certified Public Accountants.

**Thursday, March 9, 2017** 9:30 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

*Today's county workforce has people in their 70's, in their teens and everywhere in between*

## Intergenerational Leadership 129

For the first time in history we find ourselves working with people from five distinct generations. In today's workplace we have to understand, communicate and interact with people from different eras, different values and habits, and fundamentally different ideas about life! This class focuses on understanding and practicing how to integrate deeper generational insights into practice. Participants do self-assessments of their eras and their own values. They profile their work environments to discern the complexity of the generational mix. Most importantly they learn a unique set of skills and processes to employ when encountering people whose values, habits and business practices may be at odds with their own. This workshop provides participants skills to blend generations to get the best from everyone.



Instructor: Larry Liberty, Ph.D. works with Fortune 500 companies and teaches in MBA programs across the globe, and is author of *The Maturity Factor – Solving the Mystery of Great Leadership*.

**Thursday, February 16, 2017** 10:00 a.m.–3:30 p.m.  
Contra Costa ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

**Friday, April 21, 2017** 10:00 a.m.–3:30 p.m.  
Merced ♦ \$129/person for counties ♦ 3 credits ♦ Managers/Executives

## Information Technology Courses for IT Managers and Directors



CSAC Institute and the California County Information Services Directors Association have partnered together to offer a series of professional development courses for managers and executives in county technology. The courses are part of the requirements for the *California*

*County Technology Executive Credential*. For more information on the IT Credential, please visit: [www.ccisda.org](http://www.ccisda.org).

*Create better value for – and relationships with – IT customers*

## IT Performance Metrics & Customer Value Management 342

County governments create value for citizens through the services they deliver. Doing so effectively and efficiently not only requires a keen understanding of how government service quality is impacted by the internal systems and processes which enable them, but also requires establishing metrics around these systems and processes in order to measure performance - after all if it isn't measured, it isn't managed. This facilitative course is designed to help county IT professionals understand the metrics that matter. By taking a customer-centric approach, participants will understand how to establish metrics across IT services, applications, and infrastructure,

optimize performance over time, and communicate the benefits realized to the rest of the organization through a series of interactive discussions, group activities, and individual exercises.

**Thursday, February 2, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ IT Managers/Executives

*Enable organizational innovation with IT solutions customers want*

## IT-Led Business Innovation 343

Innovation in public sector organizations is typically focused on cost reduction and internal service optimization, rather than driving top-line growth through disruptive technologies, as is the case in the private sector. In order for County IT departments – and CIOs – to take their position as innovation drivers, they must move beyond the effective delivery of core services and become true strategic partners; the business must look to IT for input on solving business problems and driving the organization forward. This course is designed to help County IT leaders to gain and manage the time, resources, and processes of innovation to use IT staff ideas and enable organizational innovation. They will learn to assess IT alignment with the organization, understand the innovation management process, gain and develop organizational diversity of experiences and idea exchange capabilities, and enable strategic resource allocation. Leaders will learn how to move from trusted IT operator to organizational innovator.

**Thursday, April 6, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ IT Managers/Executives

*How is IT service deliver positioned in your county? On the mark?*

## IT Service Management 343

IT exists in large measure to support other parts of the county—our internal customers. However, many IT departments do not approach IT delivery through a customer-service lens. Instead they focus on maintaining performance levels and reacting to requests. As cloud services proliferate, county leaders have more options available to procure IT services. By taking an "order taker" posture in this dynamic, IT functions risk being outsourced altogether, compromising the unique value they can provide the organization. This course will enable county IT leaders to properly position themselves against these external options, by helping them identify their current level of IT customer-service sophistication, and instilling the knowledge, tools, and templates required to institute a proactive IT service management operation.

**Thursday, June 1, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ IT Managers/Executives

*Build collaborative relationships with county contractors and CBOs*

## The Ins and Outs of Monitoring County Federal Grant Recipients 397



This course provides tools to assist counties which provide funding as a pass-through entity to various subrecipient nonprofit organizations. Participants will discuss the concepts of indirect costs vs. supporting services and program costs vs. direct costs as well as criteria to consider when reviewing financial statements in conjunction with program reports. Participants will also discuss the uses of performance measures and the effect of the Uniform Guidance on subrecipient monitoring. Participants should bring questions about nonprofit financial statements they have encountered as part of their review and

analysis of nonprofit financial statements. *Eligible for CPE credits for CPAs and MCLE credits for members of the bar.*

Instructor: Laura Lindal, CPA, is an experienced auditor and an instructor for the California CPA Education Foundation.

**Thursday, February 23, 2017** 9:30 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Managers/Analysts

*Employees are every county's largest budget item*

## Labor Relations and Negotiations in Local Government 153

The class examines the basics of labor relations in the county environment. Laws and regulations affecting public-sector employment and labor relations in California are examined along with techniques to build and maintain effective and productive relationships with employee groups. The class explores the various roles in labor relations and labor negotiations along with pitfalls to avoid in working with labor representatives. Techniques are examined for maintaining productive relationships with employee organizations during difficult times. *Eligible for MCLE credits for members of the Bar.*

Instructors: Richard Whitmore and Richard Bolanos are partners with Liebert Cassidy Whitmore and work extensively with local governments on labor relations

**Thursday, March 16, 2017** 10:00 a.m.–3:30 p.m.  
Contra Costa ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Why change efforts fail - and how to remove those barriers*

## Leadership & Change: Practices to Move People and Organizations 124

County officials and managers discuss the need for change in their organizations, yet struggle when change is difficult to accomplish within the depths of the organization. This course helps participants move past technical solutions to the practices for approaching adoptive challenges. Discussion highlights why some changes happen relatively quickly while others are stymied. Participants explore change from the perspective of those whom the change affects. Practical discussions focus on design of a change process; practices to diagnose, interpret and select interventions; barriers; and creating an environment in which people can expand their capacity to address adaptive change.

Instructor: Bill Chiat, Dean of CSAC Institute. For the last 35 years he has worked with hundreds of local agencies in crafting change.

**Thursday, January 19, 2017** 10:00 a.m.–3:30 p.m.  
Contra Costa ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

**Friday, May 19, 2017** 10:00 a.m.–3:30 p.m.  
Merced ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Enhance interpersonal leadership skills*

## Leading with Emotional Intelligence 128

What characteristics and practices distinguish great from good performers? What evidence based practices should be part of your daily routine to be a high performer? We will answer these questions from a 30 year data base and research of top performance as we dive into the four areas of Emotional Intelligence (EI): 1) Understanding Yourself, 2) Managing Yourself, 3) Understanding Others and 4) Managing Others. You will take an assessment to determine your EI strengths. Hands on tools to enhance your EI will be explored.

Emotional Intelligence is a prime factor to one's success when compared to Intelligence Quotient (IQ) and technical expertise. Business simulations, practices sessions, videos and group discussions will help participants enjoy, engage and learn more.

**Instructor:** Relly Nadler, Psy.D. is founder of True North Leadership, Inc., and author of *Leading with Emotional intelligence.*

**Thursday, March 23, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

**Friday June 9, 2017** 10:00 a.m.–3:30 p.m.  
Riverside ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*JPA-Special Districts-MPO-LAFCo-COG-Cities-CSA-MAC:  
What do they all do?*

## Local Governance in California: All Those Agencies! 150



California has a complex system of providing services through local governments. This course provides an overview of local government structure and responsibilities in California. You'll learn the basics of all the local agencies and how they interrelate with county responsibilities. A brief history of California governance is followed by a review of the roles and responsibilities of the state, cities, counties, special districts and an alphabet soup of other local agencies.

Discussion highlights the authority and responsibilities of the county as it relates to other agencies through a county case study on the interrelationships of all these local agencies.

**Instructor:** Bill Chiat, CSAC Institute Dean, former executive director of the California Association of Local Agency Formation Commissions and experienced executive in county, district and city governments.

**Friday, January 20, 2017** 10:00 a.m.–3:30 p.m.  
Merced ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

**Thursday, June 22, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Facilitate conflict constructively*

## Manage Conflict (Even Hostility) in Comfort 360

Conflicts and disagreements are a fact of life. They can contribute to better outcomes or can lead to an escalating situation. Transform the most difficult circumstances into a satisfying experience for all involved. This course helps County elected officials and executives identify constructive approaches to positively managing conflict whether from the dais, in a meeting, or one-on-one. Participants analyze their own response to conflict and develop tools to quickly assess and respond to difficult situations and create practical, positive outcomes.



**Instructor:** Dr. Laree Kiely is president of the Kiely Group, a professor at the USC Marshall School of Business.

**Friday, January 13, 2017** 10:00 a.m.–3:30 p.m.  
Riverside ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

**Thursday, April 20, 2017** 10:00 a.m.–3:30 p.m.  
Contra Costa ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

## Negotiations and Collaboration in Complex Environments

356



Negotiation is “a back and forth interaction among two or more people who wish to arrive at a mutually agreeable outcome where the parties have some interests in common and some that are opposed.” This definition from Fisher and Ury’s book Getting to Yes describes most

“Public Good” negotiations. Solution-Based Negotiation teaches participants how to achieve the most beneficial outcomes for all negotiating parties while ensuring the outcomes are in the best interest of the public while the negotiating parties’ relationships end positively. This course covers the most current tried and tested behaviors in the field of negotiation and gives you tools that will be immediately useful in your work. Best of all, it can help you serve your constituents in the best possible ways without needless compromise.

Instructor: Dr. Laree Kiely is president of the Kiely Group, and professor at the USC Marshall School of Business.

**Thursday, March 2, 2017\*** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

**Friday, June 16, 2017** 10:00 a.m.–3:30 p.m.  
Merced ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Negotiation practices in difficult situations and with difficult people*

## Advanced Practices in Negotiations

384

This advanced course is designed to enhance and deepen the skills of those with negotiations experience. Whether applied in labor relations, conflict resolution, contracts, intergovernmental agreements and hundreds of other situations – this advanced course takes your negotiation practices to the next level. The class focuses on understanding and applying the 21st century framework for negotiation success even in very difficult situations and with very difficult people. Participants will explore and apply tools in typical negotiation challenges including scarce resources, rigid timeframes, emotionally charged issues, power struggles and multiple negotiators. Practical strategies and tools for difficult people and complex situations will highlight the class discussions. Participants will have hands-on experience with advanced tools and how to develop their “going forward” plan in a variety of situations.

Instructor: Laree Kiely, Ph.D. is president of the Kiely Group and professor at the USC Marshall School of Business.

**Friday, March 3, 2017\*** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*\* Take these two top negotiations classes on back-to-back days!*

*Detailed overview of public safety realignment funding streams*

## Realignment 301: Public Safety Funds and Realignment Funding

307b

This course covers in-depth the law enforcement accounts from the 2011 realignment. It includes a review of: statutory changes; actual revenue results; the “base” calculations for each account; how base and growth



amounts are distributed to each state level account; how amounts are distributed to counties; and the formulas and the data behind the formulas. Important lessons about the dynamics of realignment from Health and Social Services Realignment 1991 and 2011 are shared. Tools are introduced to project and track county revenues and examine what county staff should consider when budgeting for these accounts in the coming years. The course includes discussions on the risks and opportunities of realignment for law enforcement and the strategic investments counties have undertaken. Participants examine what’s next, including possible legislative changes to realignment.

Instructors: Dorothy Thrush, Public Safety Group Finance Director, San Diego County and Elizabeth Howard Espinosa, Partner, HBE Advocacy.

**Thursday, February 16, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*How to create complex decision-making processes that work*

## Stakeholder Engagement: Does it always have to be so messy?

372

Most of us have experienced decision-making as a single-step process—just do it! There is much more to effective problem solving and decision-making. In this best practice course you'll learn how to design and lead effective decision-making processes with multiple



stakeholder groups. Participants explore tips and best practices – and the messy traps to avoid. This is a key, but elusive, skill necessary for all managers in today's fast-moving environment. It reveals both the fundamental systems at work in high-performing organizations, as well as the specific day-to-day things leaders can do to sustain high levels of success for themselves and their organizations.

Instructor: Eric Douglas is an author, entrepreneur and facilitator who's designed and led stakeholder processes in many sectors, including water, health care, energy, and public safety.

**Friday, May 19, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*We depend on it ... How does that state budget process work??*

## State Budget 101:

### What Counties Need to Know

396

Did you ever wonder how the Governor made that budget decision or why it changed it in May? Or do you want to find out how the Legislature changes the Governor’s proposal or how counties can influence either the Governor or the Legislature? This is the class where you can learn the budget basics and answers to those questions and so much more. Learn about who influences – and how they do it – the state budget process, policy and politics. It’s an inside look at a complex process which influences virtually every aspect of county operations. Learn about how to find and interpret budget information and a few tips about influencing the budget decisions.

Instructors: Diane Cummins is Special Assistant to the Governor for state and local finances and has worked in both the executive and legislative branches on the budget; Jean Hurst is Principal with HBE Advocacy and long-time legislative advocate on local government finance.

**Friday, February 17, 2017** 10:00 a.m.–3:30 p.m.  
Merced ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials



*Storytelling is one of life's most powerful skills*

## Storytelling and Other Leadership Practices in the Art of Persuasion

378



Persuasion has been identified as an attempt to evoke a voluntary change in the attitude or behavior of another person. Effective leaders are able to tell stories that speak to others and markedly influence their behaviors. Through hands-on activities the class explores elements of story-telling and how to construct and use stories in the practice of leadership. Participants examine case studies and experiences to develop their own stories. Other practices examined include metaphors, humor, reciprocity, contrast and conformity. These tools are

placed in the context of enhancing the transaction between leader and follower and authentically hearing the needs of listeners.

Instructor: Bill Chiat is Dean of the CSAC Institute and has been a practitioner of leadership (and storytelling) for 35 years.

**Friday, March 10, 2017** 10:00 a.m.–3:30 p.m.  
Riverside ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

**Friday, April 7, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Innovations in creating and funding youth development programs*

## Supporting the Next Generation – Collaborative Approaches and Funding to Support Youth

321



This course will address the pressing challenges facing counties related to low-income youth and their families. County leaders will learn from their peers about a range of funding, programmatic solutions and partnerships in the following areas: advancing youth health, development

and workforce-readiness; crime and truancy prevention; supporting the needs of homeless and foster youth; and developing sustainable funding streams to support youth. Strategies will be shared to: assess and prioritize the most pressing issues concerning low-income youth and their families; identify collaborative opportunities that leverage existing community resources to advance the well being of youth; identify policy options to address high priority issues; steps and strategies to establishing a successful children's fund; and applying lessons learned from other counties.

Instructors: County Supervisors and experts from the Institute for Local Government.

**Friday, March 24, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Build organizational capacity from within the county*

## Talent Development and Succession Planning

380

This interactive course will confront the "retirement wave" of baby-boomers leaving local government and explore strategies and best practices to create effective leadership development and succession planning programs in county government. The course includes case examples, small



group discussions as well as presentations. Discussion highlights: workforce demographic challenges facing county government; why talent development and succession planning are key to building organizational capacity, especially in tough times; steps to get started; and best practices and lessons learned from leadership development and succession planning programs.

Instructors: Dr. Frank Benest, former city manager of Palo Alto and a noted expert in succession planning. Donna Vaillancourt is the Human Resources Director for San Mateo County.

**Friday, May 5, 2017** 10:00 a.m.–3:30 p.m.  
Riverside ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

*Prepare for organizational scandals and crises*

## When Bad Things Happen: Managing the Media in Crises and Emergencies

357

Counties are prepared for natural disasters ... but what about federal and state investigations, embezzlement of county funds, arrest or death of an official, program failure, scandals uncovered and other unexpected situations. Are you prepared? This course focuses on the communications principles required to respond to organizational crises. Case studies are analyzed to identify successful and unsuccessful agency responses. A specific set of steps are examined to prepare a communications response, including role assignments, strategies and tactics which target affected audiences, key messages which tell the county's story, and delivering the response via the media and other communications vehicles. Techniques are shared for response options, sample messages, understanding media perspective and how to avoid common pitfalls and missteps.



Instructors: Sheri Benninghoven, APR is President of SAE Communications. Scott Summerfield is an expert in public agency strategic communications.

**Thursday, May 11, 2017\*** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

\* Also see "Leadership in Crises" on Friday, May 12

*Manage county resources effectively and efficiently*

## World Class Contracting, Contract Management and Procurement

392

Every County or public entity requires the effective procurement of goods and services in order to successfully achieve its mission, business objectives and meet the needs of its constituents. This class provides insight into fundamental principles of public contracting and procurement, the role of contracting and procurement within your organization, as well as, best in class strategies which lead to effectively and efficiently meeting your requirements. Discussion will cover the principles and key elements of contract management and procurement process, and will provide participants a broad understanding of various contracting approaches, best practices, and will discuss practical examples of contract monitoring tools and templates. Prior and during this session, participants will be invited to submit specific contracting and procurement situations and questions, which they would like to be discussed during the session.

Instructor: Jack Pellegrino, CPCM is the Director of Purchasing and Contracting for the County of San Diego and an Instructor at San Diego State University. He is a Certified Contracts Manager.

**Thursday, June 8, 2017** 10:00 a.m.–3:30 p.m.  
Sacramento ♦ \$129/person for counties ♦ 3 credits ♦ Staff/Elected Officials

## COURSE SCHEDULE INDEX

### Institute Courses by Topic

COURSE	LEADERSHIP COURSES	PAGE
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123	Crafting and Implementing Effective Strategic Plans	2
124	Leadership and Change: Practices to Move Organizations	5
128	Leading with Emotional Intelligence	5
129	Intergenerational Leadership	4
371	Building and Maintaining a Team Environment	1
354	Customer Service in the Public Sector	2
356	Negotiations and Collaboration in Complex Environments	6
384	Advanced Practices in Negotiations	6
360	Manage Conflict (even hostility) in Comfort	5
372	Stakeholder Engagement: Does it Have to Be So Messy?	6
378	Storytelling and Other Leadership Practices in the Art of Persuasion	7
380	Talent Development and Succession Planning	7
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151	Financing California Counties: The History	3
153	Labor Relations and Negotiations in Local Government	5
307b	Realignment 301: Public Safety Funds and Funding	6
321	Supporting the Next Generation: Collaboration for Youth	7
353	Effective Use of Social Media and Electronic Communications	3
357	When Bad Things Happen: Managing the Media in Crises	7
364	GASB Financial Reporting Requirements	3
368	Cost Principles, Reporting Requirements ... and the Supercircular	2
369	County Financial Reporting for Nonfinancial Professionals	2
341	IT Service Management	4
342	IT Performance Metrics and Customer Value Management	4
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392	World Class Contracting, Contract Management and Procurement	7
396	State Budget 101: What Counties Need to Know	6
405	<i>Emerging Issues: Sharing Economy</i>	3



CSAC Institute for Excellence in County Government is a professional, practical continuing education program for senior county staff and elected officials. Its goal is to expand capacity and capability of county elected officials and senior staff to provide extraordinary services to their communities. The Institute was established in 2008 and is part of the California Counties Foundation, Inc. and the California State Association of Counties (CSAC). Over 4,000 county staff and elected officials have taken courses. The Institute is supported by CSAC, the California Counties Foundation (a 501(c)(3) charity), grants from organizations and foundations, and course registration fees.

#### Course Locations

**Sacramento** – Courses are held in downtown Sacramento at the Sacramento Masonic Temple (1123 J Street).

**Riverside** – Courses are hosted by the County of Riverside and held at the Riverside County Innovation Center (3450 14<sup>th</sup> Street) in downtown Riverside.

**Merced** – Courses are hosted by the County of Merced and held at the Child Support Services training room (3368 North Highway 59) in Merced.

**Contra Costa** – Courses are hosted by the County of Contra Costa and held at the Department of Conservation and Development (30 Muir Road) in Martinez.

#### Course Registration and Fees

**Registration** – Course registration is done on-line. *Advance registration is required.* Because of limited class size we cannot accommodate registration at the door. To register for a class please visit [www.csacinstitute.org](http://www.csacinstitute.org). Please contact Institute Registrar with any registration questions or problems.

**Fees** – Course tuition includes instruction, materials, certificate and lunch (for 3-credit classes). All county staff and officials are eligible for the special county rate of \$129/class. Staff from county-partnered CBOs, CSAC Partners and Premier Members, and CSAC Affiliate Members are also eligible for this special registration rate. On a space-available basis, courses are open for others to attend. Regular registration fee is \$351/class.

**Discounts** – Reduced tuition is available to county staff and officials when registering for three or more classes at the same time or with the purchase of the Credential Package. Save at least 15% with these options.

The Institute is developing an additional package for counties to save on registration fees. Soon counties can purchase a bulk package of course registrations at a discount to distribute to staff. For more information, please contact the Institute Dean.

#### Contact Us

**Institute Dean** - Bill Chiat [bchiat@counties.org](mailto:bchiat@counties.org)

**Institute Training Program Coordinator** – [info@csacinstitute.org](mailto:info@csacinstitute.org)

916/327-7500

**www.csacinstitute.org** Check the Institute website for updated information, course schedules and resource materials, including materials from many of the Institute’s most popular classes.



### COST-EFFECTIVE SOLUTION FOR COUNTY ELECTED OFFICIALS AND SENIOR STAFF PROFESSIONAL DEVELOPMENT

*Registration fees includes professional instruction, course materials, certificate and lunch*

Course schedule and descriptions subject to change. Visit [www.csacinstitute.org](http://www.csacinstitute.org) for:

- \* Up-to-date schedule and course information
- \* Special class and workshop additions
- \* Institute Credential Programs
- \* Institute Fellows



**California State Association of Counties®**  
**Financial Statement**  
**July-October 2016**

	<b>Budget</b>	<b>Year-to-date</b>	<b>% of</b>
	<b>2016-17</b>	<b>2016-17</b>	<b>Budget</b>
<b>Revenues:</b>			
Membership Dues	3,430,506	3,430,506	100%
Finance Corp Participation	3,500,000	900,000	26%
Rental Income	168,417	57,128	34%
Administrative Miscellaneous	579,800	244,552	42%
CSAC Conferences	413,000	269,990	65%
CEAC	159,565	40,772	26%
Corporate Associates	<u>929,000</u>	<u>738,000</u>	79%
<b>Total Revenues</b>	<b>\$9,180,288</b>	<b>\$5,680,947</b>	<b>62%</b>
<b>Expenditures:</b>			
Salaries/Benefits	5,563,381	1,654,586	30%
Staff Outreach	166,200	58,988	35%
Leadership Outreach	75,000	34,714	46%
NACo Meetings & Travel	120,500	66,430	55%
NACo 2nd VP Campaign	10,000	12,741	127%
Public Affairs/Communications	50,350	17,207	34%
CSAC Conferences	559,716	198,807	36%
Facilities	250,450	106,633	43%
Office Operations	286,810	107,480	37%
Donations	115,000	115,000	100%
CEAC	159,565	48,373	30%
Outside Contracts	647,000	168,898	26%
Corporate Associates	<u>510,255</u>	<u>155,896</u>	31%
<b>Total Expenditures</b>	<b>\$8,514,227</b>	<b>\$2,745,754</b>	<b>32%</b>

# 2017 CSAC Calendar of Events

## Board of Directors

### January

- 4 Urban Counties of California (UCC) Board Conference Call
- 11 CSAC Executive Committee Orientation Dinner, Sacramento
- 12 CSAC Executive Committee Meeting, Sacramento
- 18 Rural County Representatives of California (RCRC) Board Meeting & Installation of Officers Reception, Sacramento

### February

- 1 Urban Counties of California (UCC) Board Conference Call
- 7-9 CSAC Premier Corporate Partner Forum, San Diego County
- 16 CSAC Board of Directors Meeting, Sacramento  
*10:00am – 1:30pm, Capitol Event Center, 1020 11<sup>th</sup> Street, 2<sup>nd</sup> Floor, Sacramento*
- 25-1 NACo Legislative Conference, Washington, D.C.

### March

- 1 Urban Counties of California (UCC) Board Conference Call
- 15 Rural County Representatives of California (RCRC) Board Meeting, Sacramento

### April

- 5 Urban Counties of California (UCC) Board Conference Call
- 6 CSAC Executive Committee Meeting, Sacramento
- 19-21 CSAC Finance Corporation Board Meeting, Monterey County
- 26-27 Rural County Representatives of California (RCRC) Board Meeting, Tehama County

### May

- 17 Urban Counties of California (UCC) Board Meeting, Sacramento
- 17-18 CSAC Legislative Conference, Hyatt Regency Hotel, Sacramento
- 18 CSAC Board of Directors Meeting, Sacramento  
*12:30pm – 4:00pm, Hyatt Regency, 1209 L Street, Sacramento*
- 24-26 NACo Western Interstate Region Conference, Deschutes County (Sunriver), Oregon

### June

- 21 Rural County Representatives of California (RCRC) Board Meeting, Sacramento

### July

- 5 Urban Counties of California (UCC) Board Conference Call
- 21-24 NACo Annual Conference, Franklin County/Columbus, Ohio

### August

- 2 Urban Counties of California (UCC) Board Conference Call
- 3 CSAC Executive Committee Meeting, Sacramento
- 16 Rural County Representatives of California (RCRC) Board Meeting, Sacramento

### September

- 6 Urban Counties of California (UCC) Board Conference Call
- 7 CSAC Board of Directors Meeting, Sacramento  
*10:00am – 1:30pm, Capitol Event Center, 1020 11<sup>th</sup> Street, 2<sup>nd</sup> Floor, Sacramento*
- 13-15 CSAC Finance Corporation Board Meeting, Santa Barbara County
- 27-29 Rural County Representatives of California (RCRC) Annual Meeting, El Dorado County

### October

- 4 Urban Counties of California (UCC) Board Conference Call
- 4-6 CSAC Executive Committee Retreat, Location TBD

**November - December**

- 27-1 CSAC 123<sup>rd</sup> Annual Meeting, Sacramento Convention Center
- 29 Urban Counties of California (UCC) Board Meeting, Sacramento
- 30 CSAC Board of Directors Meeting, Sacramento  
2:00pm – 4:00pm

**December**

- 6 Rural County Representatives of California (RCRC) Board Meeting, Sacramento
- 13-15 CSAC Officers' Retreat, Napa County

As of 10/31/16