

CSAC BOARD OF DIRECTORS

BRIEFING MATERIALS

Thursday, November 29, 2018

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



Meeting Location:

Marriott Marquis San Diego Marina

Marina Ballroom D-E

(800) 867-2581 code: 7500508#



California State
Association of Counties



CALIFORNIA STATE ASSOCIATION OF COUNTIES

BOARD OF DIRECTORS

Thursday, November 29, 2018 | 2:00 – 4:00 PM

Marriott Marquis, San Diego Marina

Marina Ballroom D – E

Conference Line (800) 867-2581 | Code: 7500508#

AGENDA

Presiding: Leticia Perez, President

2:00 PM PROCEDURAL ITEMS

1. **Pledge of Allegiance**
2. **Roll Call** *Page 1*
3. **Approval of Minutes from September 6, 2018 & October 11, 2018** *Page 3*

SPECIAL PRESENTATION

4. **Making the 2020 U.S. Census Count in California & Counties** *Page 12*
 - *Ditas Katague | Director, CA Complete Count Census 2020*
5. **CSAC Institute Credentials** *Page 14*
 - *Supervisor Leticia Perez | CSAC President*
6. **Federal Issues Update** *Page 15*
 - *Joe Krahn | Paragon Government Relations*

ACTION ITEMS

7. **Election of 2019 Executive Committee** *Handout*
 - *Graham Knaus | CSAC Executive Director*
8. **CSAC Policy Committee Reports**
 - Administration of Justice** *Page 17*
 - *Supervisor Alfredo Pedroza | Chair*
 - *Jessica Devencenzi, CSAC Staff*
 - Agriculture, Environment & Natural Resources** *Page 18*
 - *Supervisor Bruce Gibson | Chair*
 - *Cara Martinson | CSAC Staff*
 - Government Finance & Administration** *Page 19*
 - *Supervisor Erin Hannigan | Chair*
 - *Dorothy Johnson | CSAC Staff*
 - Health & Human Services** *Page 20*
 - *Supervisor Das Williams | Chair*
 - *Farah McDaid Ting | CSAC Staff*
 - *Justin Garrett | CSAC Staff*
 - Housing, Land Use & Transportation** *Page 21*
 - *Supervisor James Ramos | Chair*
 - *Kiana Valentine | CSAC Staff*

- 9. CSAC Executive Director’s Report & Resolution Authorizing Conduct of CSAC Business** *Page 22*
➤ *Graham Knaus | CSAC Executive Director*

- 10. CSAC Conflict of Interest Policy** *Page 23*
➤ *Manuel Rivas, Jr. | Deputy Executive Director, Operations & Member Services*
➤ *Jennifer Henning | Litigation Counsel*

INFORMATION ITEMS

- 11. CSAC Finance Corporation Report** *Page 25*
➤ *Supervisor Leonard Moty | Finance Corporation President*
➤ *Alan Fernandes | Finance Corporation CEO*

12. Caucus Report Outs

Rural

- *Supervisor Virginia Bass | CSAC 1st Vice President*

Suburban

- *Supervisor Leticia Perez | CSAC President*

Urban

- *Supervisor Lisa Bartlett | CSAC 2nd Vice President*

- 13. Operations & Member Services Report** *Page 35*
➤ *Manuel Rivas, Jr. | Deputy Executive Director, Operations & Member Services*

14. CSAC Foundation Update

- *Chastity Benson | Foundation Operations Manager*

15. Other Items (No Presentation)

- *Institute for Local Government (ILG) Report*
➤ *CSAC Institute for Excellence in County Government Class Schedule*
➤ *2019 Calendar of Events*
➤ *CSAC Litigation Coordination Program Report (handout)*

Page 39

16. Public Comment

4:00 PM ADJOURN

The next Board of Directors Meeting will be February 14, 2019 in Sacramento, CA.

**If requested, this agenda will be made available in appropriate alternative formats to persons with a disability. Please contact Valentina Dzebic at vdzebic@counties.org or (916) 327-7500 if you require modification or accommodation in order to participate in the meeting.*

CALIFORNIA STATE ASSOCIATION OF COUNTIES

Board of Directors

2019

SECTION	President:	Leticia Perez, Kern
U=Urban	First Vice President:	Virginia Bass, Humboldt
S=Suburban	Second Vice President:	Lisa Bartlett, Orange
R=Rural	Immediate Past President:	Keith Carson, Alameda

*Denotes 2018 Representative. No Update Available

SECTION	COUNTY	DIRECTOR
U	Alameda County	Keith Carson
R	Alpine County	Terry Woodrow
R	Amador County	Richard Forster
S	Butte County	Bill Connelly
R	Calaveras County	Michael Oliveira
R	Colusa County	Denise Carter*
U	Contra Costa County	John Gioia
R	Del Norte County	Chris Howard
R	El Dorado County	Sue Novasel*
U	Fresno County	Buddy Mendes
R	Glenn County	John Viegas
R	Humboldt County	Estelle Fennell
S	Imperial County	Raymond Castillo*
R	Inyo County	Jeff Griffiths
S	Kern County	Zack Scrivner
R	Kings County	Craig Pedersen
R	Lake County	Moke Simon
R	Lassen County	Chris Gallagher
U	Los Angeles County	Mark Ridley-Thomas
R	Madera County	Brett Frazier
S	Marin County	Damon Connolly
R	Mariposa County	Marshall Long
R	Mendocino County	Carre Brown*
S	Merced County	Lee Lor*
R	Modoc County	Patricia Cullins
R	Mono County	John Peters
S	Monterey County	Luis Alejo*
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	Chuck Washington*
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	Malia Cohen*
U	San Joaquin County	Bob Elliott
S	San Luis Obispo County	Lynn Compton*
U	San Mateo County	Carole Groom
S	Santa Barbara County	Das Williams*
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	Erin Hannigan
S	Sonoma County	James Gore*
S	Stanislaus County	Vito Chiesa
R	Sutter County	Dan Flores
R	Tehama County	Robert Williams
R	Trinity County	Judy Morris
S	Tulare County	Amy Shuklian
R	Tuolumne County	Sherri Brennan
U	Ventura County	Kelly Long
S	Yolo County	Jim Provenza
R	Yuba County	Doug Lofton

CALIFORNIA STATE ASSOCIATION OF COUNTIES
 BOARD OF DIRECTORS
 Thursday, September 6, 2018
 Capitol Event Center
 1 (800) 867-2581 | Code: 7500508#

MINUTES

Presiding: Leticia Perez, President

1. Roll Call

OFFICERS

Leticia Perez, *President*
 Virginia Bass, *1st Vice President*
 Lisa Bartlett, *2nd Vice President*
 Keith Carson, *Past President *R**

CSAC STAFF

Graham Knaus, *Executive Director*
 Darby Kernan, *Deputy Executive Director, Legislative Services*
 Manuel Rivas, Jr., *Deputy Executive Director, Operations & Member Services*

ADVISORS

Bruce Goldstein, *County Counsels Association President, Sonoma County*

Alameda	–	absent	Orange	–	Lisa Bartlett
Alpine	–	Terry Woodrow	Placer	–	Lori Simpson (remote)
Amador	–	Richard Forster	Plumas	–	absent
Butte	–	Bill Connelly	Riverside	–	absent
Calaveras	–	Michael Oliveira	Sacramento	–	Susan Peters
Colusa	–	Denise Carter	San Benito	–	absent
Contra Costa	–	John Gioia	San Bernardino	–	James Ramos (remote)
Del Norte	–	Chris Howard	San Diego	–	Greg Cox
El Dorado	–	Sue Novasel	San Francisco	–	Malia Cohen (remote)
Fresno	–	Buddy Mendes (remote)	San Joaquin	–	Bob Elliott(remote)
Glenn	–	John Viegas (remote)	San Luis Obispo	–	Lynn Compton (remote)
Humboldt	–	Estelle Fennell	San Mateo	–	Carole Groom (remote)
Inyo	–	Jeff Griffiths	Santa Barbara	–	Das Williams (remote)
Kern	–	Zack Scrivner	Santa Clara	–	Ken Yeager
Kings	–	Craig Pedersen	Santa Cruz	–	absent
Lake	–	Jim Steele	Shasta	–	Leonard Moty
Lassen	–	absent	Sierra	–	Lee Adams
Los Angeles	–	Mark Ridley-Thomas (remote)	Siskiyou	–	Ed Valenzuela
Madera	–	Tom Wheeler (remote)	Solano	–	Erin Hannigan
Marin	–	Damon Connolly (remote)	Sonoma	–	James Gore
Mariposa	–	Marshall Long	Stanislaus	–	Vito Chiesa (remote)
Mendocino	–	Carre Brown (remote)	Sutter	–	Dan Flores
Merced	–	Lee Lor	Tehama	–	Robert Williams (remote)
Modoc	–	Patricia Cullins (remote)	Trinity	–	Judy Morris (remote)
Mono	–	John Peters (remote)	Tulare	–	Steve Worthley
Monterey	–	Luis Alejo (remote)	Ventura	–	Jim Provenza
Napa	–	Diane Dillon (remote)	Yolo	–	absent
Nevada	–	Ed Scofield	Yuba	–	Doug Lofton

The presence of a quorum was noted.

2. Approval of Minutes from May 17, 2018

A minor correction has been made to the minutes from May 17. Section 7 noted that David Koenig from the California Housing Consortium and David Wolfe from the Howard Jarvis Taxpayers Association spoke in support & opposition (respectively) of SB 3. The two individuals were not in attendance at the Board Meeting. The minutes were approved as previously mailed with a majority vote. Yuba and Placer Counties Abstained

3. Wildfire Liability Outcomes

Staff presented on the wildfire liability issue, which has been CSAC's main focus in front of the state Legislature in the recent months. The coalition successfully defeated any changes to inverse condemnation, allowing for communities to focus on rebuilding after devastation, rather than spending time on litigation. At the end of the legislative session, SB 901 was agreed upon by the many parties involved and was signed by the Governor. The bill includes \$1 billion over the next 5 years out of the Greenhouse Tax Fund for forest management and fire prevention. The funding will also allow for infrastructure hardening for investors, effectively increasing safety by implementing de-energizing policies during severe wind and other predictable weather events. A party independent of the PUC will be put in place to audit and evaluate utility safety plans to ascertain that safety standards are met. The bill includes funding for enhanced mutual aid so that firefighters can pre-position their equipment and personnel to help when they predict a potentially catastrophic event. Utilities will be allowed to securitize a portion of their 2017 debt through the PUC, ensuring that bankruptcy does not occur. The current bill has the potential for utilities to pass down their costs to users if the PUC determines that they acted prudently. The bill prevents utilities from passing on their executive compensation to rate payers and ensures that bonuses and salaries can only come from their shareholders. Overall, CSAC has helped take changes to inverse condemnation off of the table for the time being and communities will be protected from utility negligence. The bill will establish a commission on wildfire recovery appointed by the governor and legislative leadership, which will focus on socializing the cost of wildfires. CSAC continues to advocate on counties' and fire victim's behalf to establish a reasonable solution to the problems generated by wildfire disasters.

4. Proposition 2 (No Place Like Home) | Support

Health and Human Services Policy Committee staff presented on Proposition 2, the No Place Like Home (NPLH) Act of 2018, and recommended that the Board take a support position for the Proposition, which will appear on the November ballot. CSAC worked in 2016 to support the legislation for the NPLH program, which was designed to divert up to \$140 million per year from the Mental Health Services Act (MHSA) revenue to a grant program that counties can apply for to build permanent supportive housing for those living with severe mental illness. California has a shortage of this type of housing and staff has worked hard to develop the grant program, which would ensure that all counties can participate and access the funds. The grant totals \$1.8 billion in bonds, including technical assistance money, a non-competitive pot that will allow counties to receive funds once they apply, a competitive pot, and 8% set aside for rural counties, ensuring that they are insulated from larger populations. A lawsuit was brought against the state on the NPLH program, stating that any changes in diversion of funding from MHSA needs to be decided by voters. As a result, Proposition 2 was placed on the statewide ballot and currently has no registered opposition. The Executive Committee has forwarded a support recommendation to the Board of Directors.

A motion to support Proposition 2 made by Supervisor Worthley; second by Supervisor Steele. San Joaquin and Colusa counties abstained. Motion carried with a majority vote.

5. Proposition 3 (Water Bond) | Support

Staff and Matteo Crow from the “Yes on Proposition 3 Campaign” recommended support for the Water Bond Measure, which will be on the November 2018 ballot. Proposition 3, an \$8 million general obligation water bond, is a follow up to Proposition 1 from 2014, which has been almost fully allocated. Proposition 3 went through the initiative process as an independent measure after efforts were made to combine it with Proposition 68. Proposition 68 was a Parks & Water Bond Measure, but based on the legislature’s caps and restrictions, there wasn’t much space in the \$4 billion budget for water-related improvements. This bond was created after the Governor’s Water Action Plan and addresses many different priorities concerning water. A coalition led by groups such as the Water Agency, Special Districts Representatives, Ag Council, Farm Bureau, Nature Conservancy, National Wildlife Federation, and many others organized to place Proposition 3 on the ballot. Water has been a major priority for a considerable number of groups, even those not in the environmental sector. Proposition 3 would fund a variety of water supply and water quality programs, such as waste water recycling, safe drinking water, storm water management and treatment, water conservation, flood control, water shed restoration, ground water, dam repairs and fisheries restoration. There is no registered opposition for the proposition. Staff recommends a support position as this measure would open up development of local water projects for communities.

A motion to support Proposition 3 made by Supervisor Worthley; second by Supervisor Carter. (A roll-call vote was taken and motion carried with majority vote.)

Roll Call Vote:

Aye (31)		Abstain (3)	Nay (10)
President Leticia Perez	Mono County	Modoc County	Siskiyou County
1 st VP Virginia Bass	Napa County	Nevada County	Tehama County
2 nd VP Lisa Bartlett	Orange County	San Joaquin County	Ventura County
Past Pres. Keith Carson	Placer County		Amador County
Alameda County	San Bernardino County		Butte County
Alpine County	San Diego County		Colusa County
Colusa County	San Luis Obispo County		Calaveras County
Contra Costa County	Santa Clara County		Del Norte County
El Dorado County	Shasta County		Lake County
Fresno County	Sierra County		Mariposa County
Glenn County	Solano County		
Humboldt County	Sonoma County		
Inyo County	Stanislaus County		
Kern County	Sutter County		
Kings County	Trinity County		
Marin County	Tulare County		
Mendocino County	Yuba County		
Merced County			

6. Proposition 5 (Property Tax Transfer) | Financial Contribution to Oppose

Staff discussed Proposition 5, the Realtor’s Property Tax Transfer Initiative, which the Board of Directors has already taken an oppose position to earlier this year. Current law already allows seniors over the age of 55 and people with extreme disabilities to make a one-time move within their county (or participating neighboring counties) to a home of equal or lesser value while holding on to their current property tax. If passed, this proposition would allow an unlimited

amount of transfers to any home within any county in California. The non-partisan Legislative Analyst has estimated that this would result in approximately a \$1 billion loss of property tax to counties, which would affect schools, public safety and other public services provided by local government, causing severe financial harm to counties. Staff proposed a financial contribution of up to \$500,000 to the opposition campaign to help defeat Proposition 5, which needs a 2/3 vote of the entire Board of Directors to pass (at least 41 yes votes). The CSAC Executive Committee has supported a financial contribution so that staff can battle the proposition along with the rest of the opposition coalition. The coalition includes members from public safety, sheriffs, firefighters, labor, special districts, education, SEIU, Community Colleges, Health Care Districts and many others. The one group that supports the proposition is the Realtors Association, who would be the only true beneficiaries if Proposition 5 passes. The campaign is professionally managed by Kaufmann Campaigns with a strong coalition, but needs a well-organized and well-funded opposition to defeat the proposition. Staff assured the Board that the financial contribution would come from the CSAC reserves and that no public money would be touched.

A motion to approve a financial contribution to oppose Proposition 5 with a cap of up to \$500,000 made by Supervisor Gioia; second by Supervisor Worthley. A roll-call vote was taken and the motion carried with a 2/3 majority vote.

Roll Call Vote:

Aye (49)		Abstain (3)	Nay (1)
President Leticia Perez	Mono County	2 nd VP Lisa Bartlett	San Luis Obispo County
1 st VP Virginia Bass	Monterey County	San Bernardino County	
Past Pres. Keith Carson	Napa County	San Joaquin County	
Alpine County	Nevada County		
Amador County	Placer County		
Butte County	Plumas County		
Colusa County	Riverside County		
Contra Costa County	Sacramento County		
Calaveras County	San Francisco County		
Del Norte County	San Mateo County		
El Dorado County	Santa Barbara County		
Fresno County	Santa Clara County		
Glenn County	Shasta County		
Humboldt County	Sierra County		
Inyo County	Siskiyou County		
Kern County	Solano County		
Kings County	Sonoma County		
Lake County	Stanislaus County		
Los Angeles County	Sutter County		
Madera County	Tehama County		
Marin County	Trinity County		
Mariposa County	Tulare County		
Mendocino County	Ventura County		
Merced County	Yuba County		
Modoc County			

7. CalPERS Reciprocity Changes & Adoption of Related Board Resolutions

The retirement program, CalPERS, has changed their requirements related to reciprocity, affecting any retiring employees that formerly held a CalPERS retirement account prior to working for CSAC. Specific actions need to be taken by CSAC to ensure that requirements are met and that former employees can access all of their retirement benefits. CSAC has provided the Board with staff pay schedules, job descriptions, and a resolution that would allow the publication of this information in order to meet all CalPERS requirements. No changes will be made to the budget.

A motion to allow CSAC to take necessary steps to achieve CalPERS reciprocity made by Supervisor Moty; second by Supervisor Gore. Motion carried unanimously.

8. Proposition 6 Update

Staff presented on Proposition 6, which is the initiative that would repeal SB 1 and has qualified for the November General Election ballot. CSAC has played a critical role in opposing the proposition and continues to co-chair the efforts to implement the proper strategy to defeat the initiative. Counties are encouraged to share vital information on how the proposition would impact the road and transportation system in their communities with their constituents. Staff has prepared a toolkit of facts to help county leaders educate their communities at the local level. After extensive research, CSAC feels confident that Proposition 6 would set the price-based excise tax rate (the rate of revenue counties get from 2010 transportation tax swap that replaced Proposition 42 sales tax on gas since 2002) at an all-time low of 9.8 cents. Under SB 1, the rate would have been reset to 17.3 cents and counties would start to receive a more historic amount of revenue from the stream. Estimates state that this would cause another \$11 billion hit from transportation. CSAC will provide a revised impact analysis to counties so they can see a more comprehensive picture of what their communities stand to lose. This report will include projects that would get canceled, layoffs, etc., so that constituents can have a better understanding of the detriments that would come with the passing of Proposition 6. CSAC's comprehensive research concludes that counties would be far worse off than originally perceived.

9. Legislative Update

Staff reflected on the end of the legislative session, which started in January 2017. CSAC has worked alongside broad coalitions of lobbyists, groups, and agencies on numerous issues throughout the session. These partnerships have proven effective and successful in defeating bills that could have potentially had adverse impacts on counties. At the beginning of the session, CSAC teamed up with different lobbyists to defeat AB 1250, and more recently, with a variety of groups to stop any changes to inverse condemnation in the wildfire issue. Staff has kept close watch and made tremendous progress on issues such as homelessness, bail reform and batter intervention programs. CSAC pushed an extension on a cannabis bill that will allow more time for permitting. The successes that came throughout the session were in large part thanks to the many different relationships that CSAC formed and will maintain. CSAC will continue to push the bar, step out of comfort zones and aggressively advocate top issues on behalf of counties, ensuring that the incoming administration does not overlook the importance of local government. Staff is looking past what has been passed and is working on implementation and steps that will need to be taken come January.

10. Finance Corporation Update

CSAC FC President, Supervisor Leonard Moty and CEO, Alan Fernandes reported on recent changes with the CSAC Finance Corporation. The Corporation has increased their contribution to

CSAC from \$3.9 million to \$4.1 million annually. Another development was the recent US Communities buyout, for which funds have already been received and set aside. CSAC FC was a national sponsor of US Communities since its inception. The team is brainstorming ideas for how to best utilize the funds and will bring those ideas forward to the Executive Committee. The CSAC Finance Corporation is launching a number of new programs in the fall to help counties deliver better services and lower costs. One of these programs is Easy Smart Pay (ESP), which is the property tax payment system. After extensive research, a need was found to improve efficiency for tax payers by lowering transaction fees and allowing for customization. ESP hopes to solve that need. The program is currently in a pilot stage, being tested in a small community in San Luis Obispo County. Upon its projected success, ESP can potentially branch out to other counties. Another program is the California Cannabis Authority, which currently has 5 counties and continues to grow. The purpose of this JPA program is to help counties regulate and tax cannabis to collect financial data that is essential to properly administering licensing. A third program under the CSAC FC looks to connect the unconnected. The 211 California Project is working hard to establish connections and provide a better structure for organizations to connect with counties. CSAC FC has a business development application tool and encourages the Board to submit any new ideas for new programs on the horizon. The corporation intends on being strategically aggressive in planning for future investments to maintain long-term success of the corporation.

Tien Phan and Paul Brunetta from Sutter Health | Aetna delivered a presentation as Platinum Corporate Partners of CSAC. The company has observed the intricate function that CSAC serves in the state of California and in turn has decided to become a double partner. Sutter Health | Aetna has invested interest in the healthcare of the state, with hopes to deliver answers on how to provide excellent benefits to employees with low out of pocket costs. The partnership will continue to seek new mergers and work with counties to help deliver efficient healthcare models and improve healthcare costs for county employees.

11. California Counties Foundation Update

The Foundation Operations Manager updated the Board on new developments concerning the CSAC Foundation. The Orange County campus will open next week and there are already 43 participants looking to gain their credentials. The Shasta-Tehama County campus is nearing its close and will be starting its second year in January. CSAC will host the New Supervisors Institute during the Annual Meeting in November. The Institute will also be celebrating its 10 year anniversary at the Annual Meeting.

12. Operations & Member Services Update

The Operations and Member Services team relayed that as CSAC becomes more aggressive at the Capitol, the communications team is there to support the efforts of the Leadership Team, Member Services and the Advocacy team. The Communications department has been present on every issue, assisting and leveraging the different tools we have in order to help us tell the county story. The Director of Public Affairs has started conducting trainings in different counties for on-camera and social media coaching. CSAC has a strong social media presence and counties are invited to utilize this resource for their needs. A Regional Meeting focusing on behavioral health will be held in Napa on September 27th, centering on the substantial changes that California's behavioral health system is experiencing. The Regional Meeting will look at driving that change and evolving behavioral health to be the center point that connects multiple parts of county services and responsibilities. The Board is encouraged to join the meeting.

13. Challenge Awards

CSAC received 267 entries from 36 counties for the 2018 Challenge Awards. The judging panel was able to trim the entries down to 56 finalists, eventually landing on 13 counties that will be honored with 17 awards. There are 2 counties that will receive the California Counties Innovation Award for their programs that stood out amongst all population categories and policy areas: Santa Barbara County for their data-driven mapping on debris flow and Yuba County for their temporary housing program for the homeless. Counties that will be receiving 2018 Challenge Awards are Alameda (3), Placer (2), San Diego (2), Inyo, Kern, Madera, Mendocino, Nevada, Orange, Sacramento, and Shasta. The CSAC Leadership Team will travel to the winning counties in the coming months to award the recipients.

14. CACE 2018 Distinguished Service Award

Counties are asked to recognize any outstanding CAO within their county. Submissions are due to Terry Schutten by October 13. The recipients will be recognized following the CAO Annual Conference at the end of October.

15. Other Items (No Presentation)

The White House Director of Intergovernmental Affairs, Brit Carter, will be sending out an invitation to California County officials for a White House hosted event, providing an opportunity to connect directly with the VP, cabinet members, and key agencies. They want to hear from California's leaders about ways they can assist in the partnership with counties. The event will take place on October 23 in Washington D.C. and an invitation will come directly from White House officials. NACo will host a dinner the night before, along with a briefing on federal issues actively being worked on. CSAC will send out more information on the agenda and specifics.

16. Public Comment

There was no Public Comment.

Meeting was adjourned. The next Board of Directors meeting will be on November 29, 2018 in San Diego.

CALIFORNIA STATE ASSOCIATION OF COUNTIES
SPECIAL BOARD OF DIRECTORS MEETING

October 11, 2018

Via Conference Call | (800) 867-2581 code: 7500508#

MINUTES

Presiding: Leticia Perez, President

1. Roll Call

OFFICERS

Leticia Perez, *President*

Virginia Bass, *1st Vice President*

Keith Carson, *Immediate Past Pres.*

CSAC STAFF

Graham Knaus, *Executive Director*

Darby Kernan, *Deputy Executive*

Director, Legislative Services

Manuel Rivas, Jr., *Deputy Executive*

Director, Operations & Member Services

ADVISORS

Bruce Goldstein, *County*

Counsels Association

President, Sonoma County

Alameda	–	Keith Carson	Orange	–	Absent
Alpine	–	Terry Woodrow	Placer	–	Absent
Amador	–	Richard Forster	Plumas	–	Lori Simpson
Butte	–	Absent	Riverside	–	Absent
Calaveras	–	Michael Oliveira	Sacramento	–	Susan Peters
Colusa	–	Absent	San Benito	–	Absent
Contra Costa	–	John Gioia	San Bernardino	–	Absent
Del Norte	–	Chris Howard	San Diego	–	Greg Cox
El Dorado	–	Absent	San Francisco	–	Absent
Fresno	–	Buddy Mendes	San Joaquin	–	Absent
Glenn	–	John Viegas	San Luis Obispo	–	Absent
Humboldt	–	Estelle Fennell	San Mateo	–	Absent
Imperial	–	Absent	Santa Barbara	–	Das Williams
Inyo	–	Absent	Santa Clara	–	Absent
Kern	–	Absent	Santa Cruz	–	Bruce McPherson
Kings	–	Craig Pedersen	Shasta	–	Leonard Moty
Lake	–	Jim Steele	Sierra	–	Lee Adams
Lassen	–	Chris Gallagher	Siskiyou	–	Ed Valenzuela
Los Angeles	–	Absent	Solano	–	Absent
Madera	–	Absent	Sonoma	–	James Gore
Marin	–	Damon Connolly	Stanislaus	–	Vito Chiesa
Mariposa	–	Marshall Long	Sutter	–	Absent
Mendocino	–	Carre Brown	Tehama	–	Robert Williams
Merced	–	Lee Lor	Trinity	–	Judy Morris
Modoc	–	Patricia Cullins	Tulare	–	Steve Worthley
Mono	–	John Peters	Tuolumne	–	Sherri Brennan
Monterey	–	Mary Adams	Ventura	–	Kelly Long
Napa	–	Absent	Yolo	–	Absent
Nevada	–	Ed Scofield	Yuba	–	Absent

The presence of a quorum was noted.

2. CSAC Resources for 2018 November Ballot Initiatives

Staff presented a recommendation from the Executive Committee to strategically reallocate previously approved funding from the No on Proposition 5 Campaign to the No on Proposition 6 Campaign. The Board of Directors already authorized financial contributions of up to \$500,000 to each campaign. CSAC has contributed \$100,000 into the No on Proposition 5 Campaign and does not anticipate the need for additional funding to defeat Proposition 5. Governor Jerry Brown requested for CSAC to increase the contribution for the No on Proposition 6 Campaign. The Executive Committee unanimously approved a recommendation to provide flexibility to allocate previously approved resources toward Propositions 5 and 6 as strategically needed. No new funding was requested for consideration. Furthermore, staff requested flexibility to use already approved funds freely between the two opposition accounts.

A motion to provide CSAC flexibility to allocate previously approved resources toward Propositions 5 and 6 as strategically needed made by Supervisor Chiesa; second by Supervisor Adams. Motion carried unanimously.

The meeting was adjourned. The next Board of Directors Meeting will be on November 29, 2018 in San Diego, CA.

2020 CENSUS FACT SHEET

FOR COUNTY OFFICIALS



Census Overview

Purpose and Impact

The United States Constitution mandates that every 10 years the federal government count all persons living in the country through the decennial census. This information is used to determine how many federal dollars flow to each state for a variety of critical programs, including:

- Health Care
- Social Services
- Transportation
- Public Safety
- and more

California receives over \$76 billion dollars for more than 70 programs based on 2010 Census data. In addition, Congressional seats are allocated based on census information. Other stakeholders rely on the census data to understand demographics and changing service needs.

Timing

While the next census won't begin collecting responses until the spring of 2020, **action is already underway** at the federal, state, and local level to ensure local communities are ready and motivated to participate. In California, the State has dedicated nearly \$100 million to support 2020 Census outreach and implementation.

Role of Federal and State Government

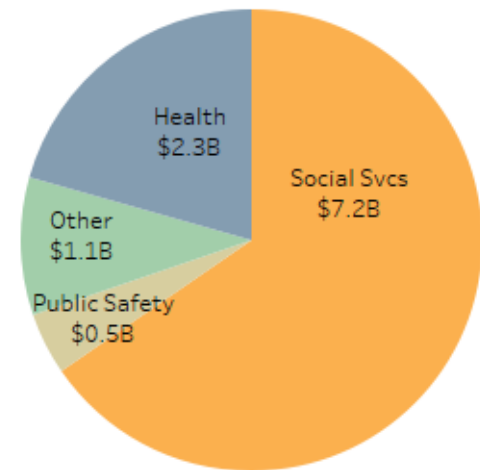
Each level of government has unique and distinct roles in the census. While the federal government determines the content, timing, and methodology for collecting information, the State has flexibility in conducting outreach, engaging with stakeholders and targeting critical areas.

Role of Counties

Counties are not mandated by state or federal statute to complete specific actions as part of the census. However, given the significant amount of programmatic funding determined by the outcome, it is **imperative that counties find meaningful ways to engage with their local communities** to ensure an accurate and complete count of all residents. Counties serve as:

- **EDUCATORS** about the importance of the census for securing funding for local services and needs.
- **CONVENORS** of other local stakeholders (cities, schools, and community-based groups) through the establishment of formal Complete Count Committees and by holding community gatherings and events.
- **MESSENGERS** who are trusted to relay critical information to stakeholders and community members about the role of the census, the use of the data, and safety of personal information.
- **ADMINISTRATORS** of funding made available by the state to achieve the complete count goal, working in coordination with community-based organizations and targeted media.

Federal Funds Directed to Counties



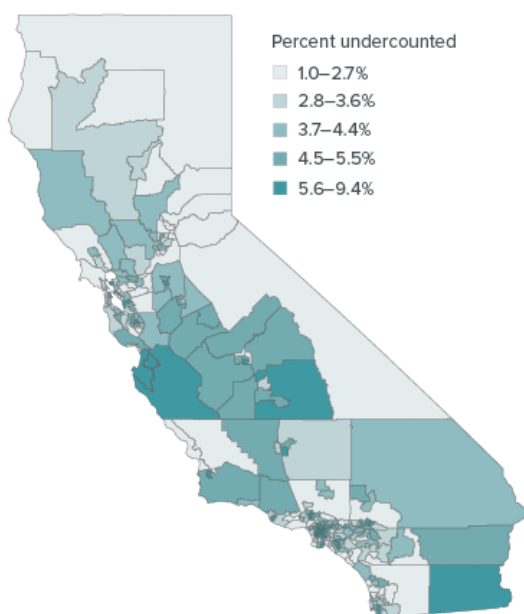
Total = \$11.1 billion. "Other" includes road funding, disaster aid, payments in lieu of taxes, forest reserve revenue, economic development, and senior programs, amongst others.



Challenges for California

California faces major challenges given the large “hard to count” (HTC) population in counties throughout the state and changes to the methodologies set forth by the federal Census Bureau to conduct the census. The **State and local governments are working to overcome these obstacles** and avoid an undercount that could lead to diminished funding and even a lost Congressional seat. Challenges include:

- **Hard to Count (HTC) Communities** – California has a one of the highest hard to count populations in the nation. These are individuals who are historically undercounted including but not limited to Latinos, African Americans, immigrants, children, and renters.
- **Citizenship Question** – The 2020 Census will include a question about citizenship, which could deter immigrants regardless of status or deter entire households who may have family members of varied documentation status from participation.



Source: Public Policy Institute of California
<http://www.ppic.org/map/2020-census-maps-californias-hard-to-count-communities/>

- **Digital Census** – The federal government is relying more heavily on digital resources to offset rising administrative costs. However, this could create issues for rural counties who may not have reliable internet connectivity or for households who do not have online access.
- **Language Barriers** – The online Census form and telephone Census assistance will be provided in 12 languages other than English while the paper form will be in English and Spanish only. In California there are more than 200 non-English languages spoken.
- **Data Security** – While significant steps are taken to protect the privacy of data collected, doubt may remain among some participants about personal information being used for non-census related purposes or accessed by other agencies, such as law enforcement.

Resources Available

CSAC is working with state agencies, legislative leadership, and other stakeholders to provide resources and information to assist counties in their local census efforts.

Funding

The Budget Act of 2018 provides \$90.3 million in Census funding for the fiscal year with allocations for each county based on total population and percentage of hard to count residents. Counties are allocated nearly \$27 million for their efforts with additional indirect regional support from community-based organizations, coordinated media, and state regional managers throughout California.

Resources

More information about the 2020 Census can be found online at:

- **California State Association of Counties**
<http://www.counties.org/2020-census>
- **California Complete Count – 2020 Census**
<https://census.ca.gov/>
- **U.S. Census Bureau**
www.census.gov



CSAC Institute Credentialed Recipients

29 November 2018

Supervisor Heidi Hall, Nevada County
Supervisor Amy Shuklian, Tulare County

Carolyn Burke, Santa Cruz County
John Corniel, Yuba County
Sarah Dukett, Mendocino County
Amanda Flaa, Placer County
Regina Funderburk, Riverside County
Andrew Gaber, El Dorado County
Ryan Gruver, Nevada County
Faye Hignight, Nevada County
Julie Hope, Shasta County
Jamie Kucius, Merced County
Yohang Lee, Butte County
Lelia Loomis, Nevada County
Jody Mays, San Diego County
James S. Mitrisin, El Dorado County
Tonia Montiero, Yolo County
Sean Quincey Humboldt County
Jessica Randolph, Santa Cruz County
Mavette Sadile, San Diego County
Holly Sterner, San Bernardino
Elise Strickler, Nevada County
Kimberly Villa, Yolo County
Akon Walker, Solano County
Yolande Wilburn, Nevada County
Brook Williams, Merced County



FEDERAL ISSUES UPDATE – 2018 SESSION
Prepared for the CSAC Board of Directors

At the time of this writing, members of the House and Senate were making their post-election return to Washington, D.C. to begin a lame-duck session of Congress. Chief among the issues to be resolved during the final weeks of the year is the fiscal year (FY) 2019 budget. Having already finalized five of the 12 annual appropriations bills, Congress will be attempting to clear the remaining seven spending measures before the current stop-gap Continuing Resolution (CR) expires on December 7.

In addition to the budget, lawmakers will be attempting to negotiate a new multi-year Farm Bill reauthorization package, which continues to be bogged down by disagreements over proposed work requirements for Supplemental Nutrition Assistance Program (SNAP) recipients. Several other key programs also will expire during the lame duck and will need to be addressed, including the National Flood Insurance Program, the Temporary Assistance for Needy Families program, and the Violence Against Women Act.

To follow are several notable achievements in the federal arena.

Disaster Assistance

After a long-fought battle to ensure that California receives its fair share of federal disaster aid in the wake of last year's devastating wildfires, Congress approved in 2018 emergency relief funds for state and local recovery efforts. Pursuant to the *Bipartisan Budget Act* (PL 115-123), direct federal funding is being allocated to California through FEMA's disaster relief fund, as well as through HUD's CDBG program and other important federal recovery programs.

FEMA disaster assistance was subsequently made available to California to supplement state, tribal, and local recovery efforts associated with the Carr and Mendocino Complex wildfires. Additional emergency funding is expected to be approved by Congress during the lame-duck session for the Camp and Woolsey fire events.

Environmental Reciprocity

Congress approved as part of this year's FAA reauthorization legislation (PL 115-254) language that paves the way for California to take advantage of a new federal-state environmental reciprocity program created by the *FAST Act*. The provision, championed by bipartisan members of the California congressional delegation on behalf of CSAC, fixes an anomaly associated with the program's Statute of Limitations. The reciprocity initiative will allow a limited number of states to participate in a DOT pilot program to conduct environmental reviews and make approvals for both state and local projects under State environmental laws and regulations instead of NEPA.

Secure Rural Schools (SRS) Act/Federal Land Management Reform

In a major victory for California's forest counties, the FY 18 omnibus appropriations Act (PL 115-141) included two-years of funding for the SRS program. In all, 29 California counties are receiving more than

\$23.7 million in FY 17 SRS formula payments, while 10 counties are collecting \$4.6 million in “25 percent” payments. An additional \$2.4 million is available for federal land (Title II) projects.

The Act also authorizes several key forest management reforms, including language that provides a categorical exclusion from NEPA for hazardous fuels reduction projects and collaborative restoration projects up to 3,000 acres. Another provision allows projects that reduce vegetation around power lines to be carried out on an expedited basis. Finally, the omnibus includes a long sought-after proposal that will vastly improve the budgetary treatment of fighting wildfires.

Payments-In-Lieu-of-Taxes

PL 115-141 included an \$87 million increase in funding for the PILT program. CSAC worked closely with key members of the California congressional delegation to help secure the funding increase. In June, the Department of the Interior distributed more than \$552.8 million in PILT payments to over 1,900 local governments. In all, 57 California counties are receiving nearly \$60.5 million this year, up from \$48.3 million in FY 17.

Key DOJ Funding Programs

The FY 18 omnibus provides \$240 million for the State Criminal Alien Assistance Program (SCAAP), or a \$30 million increase. Notably, the boost in funding represents the single largest annual increase in the program since FY 06. CSAC has continued its lead role in advocating for SCAAP, working closely with the California congressional delegation to protect and enhance the program’s funding.

The omnibus also increased funding for both the Victims of Crime Act (VOCA) and the Violence Against Women Act (VAWA). Under the final spending bill, programs authorized under the VOCA statute received roughly \$4.4 billion, or an increase of more than \$1.8 billion. VAWA programs are funded at \$492 million, or a \$10 million increase.

Water Resources

Congress approved in 2018 a comprehensive water resources infrastructure package. Among other things, the legislation provides multi-year reauthorizations of the Water Resources Development Act (WRDA) and the Water Infrastructure Finance and Innovation Act (WIFIA). The new law also includes provisions that will allow the U.S. Army Corps of Engineers to engage more directly with local stakeholders throughout the water resource project development process.

Cannabis

PL 115-141 retained language – often referred to as the Rohrabacher-Farr policy rider – that prohibits DOJ from using federal resources to prosecute individuals or businesses acting in compliance with state medical marijuana laws. The pending House and Senate FY 19 Commerce-Justice-Science appropriations measures also include the language.

Finally, CSAC was successful in spearheading the adoption of official NACo policy on cannabis. The first-time NACo platform language urges Congress to pass legislation that promotes and respects states’ rights to regulate cannabis and calls for greater access to banking services for state-legal cannabis businesses, as well as allowing for proper medical research.



Administration of Justice

Policy Committee

124th CSAC Annual Meeting

Thursday, November 29, 2018 — 9:00 a.m. – 10:30 a.m.

Marriot Marquis San Diego Marina · Marina Ballroom E

333 West Harbor Drive · San Diego County, California

Supervisor Alfredo Pedroza, Napa County, Chair Supervisor Kelly Long, Ventura County, Vice Chair

- 9:00 a.m. **I. Welcome and Introductions**
Supervisor Alfredo Pedroza, Napa County, Chair
Supervisor Kelly Long, Ventura County, Vice Chair
- 9:05 a.m. **II. Bail Reform: What Does the Future Hold?**
After sitting for over a year, Senate Bill 10 (Hertzberg) was amended and quickly passed by the legislature at the end of the 2017/2018 legislative session. This legislation provides for the establishment of a new pretrial release system that includes pretrial assessment services provided by the court, unless the court contracts with the county to perform this function. This legislation has a delayed implementation date of October 1, 2019.

Shelley Curran, Director of Criminal Justice Services, Judicial Council of California
- 9:45 a.m. **Question & Answer**
- 10:15 a.m. **III. ACTION ITEM: CSAC 2018-19 Platform Update Process**
Jessica Devencenzi, Legislative Representative, CSAC
Stanica Boatner, Legislative Analyst, CSAC
- 10:20 a.m. **IV. ACTION ITEM: Year in Review & Administration of Justice 2019 Priorities**
Supervisor Alfredo Pedroza, Napa County, Chair
Supervisor Kelly Long, Ventura County, Vice Chair
Jessica Devencenzi, CSAC Legislative Representative
- 10:30 a.m. **V. Adjournment**



**Agriculture, Environment and Natural Resources
Policy Committee**

CSAC Annual Conference

Tuesday, November 27, 2018 — 9:00 a.m. – 11:00 a.m.

Marriot Marquis San Diego Marina

Pacific Ballroom 18

San Diego County, California

**Supervisor Bruce Gibson, San Luis Obispo County, Chair
Supervisor Sherri Brennan, Tuolumne County, Vice Chair**

- 9:00 a.m. **I. Welcome and Introductions**
*Supervisor Bruce Gibson, San Luis Obispo County, Chair
Supervisor Sherri Brennan, Tuolumne County, Vice Chair*
- 9:05 a.m. **II. Department of Conservation: Local Government Grants & Technical Assistance Introduction**
Sarah Rubin, Outreach and Engagement Coordinator
- 9:10 a.m. **III. ACTION ITEM: 2018 Legislative Recap and 2019-2020 Legislative Priorities Discussion**
Cara Martinson, CSAC Senior Legislative Representative
- 9:25 a.m. **IV. ACTION ITEM: AENR Platform Update Discussion**
Supervisor Bruce Gibson, San Luis Obispo County, Chair
- 9:45 a.m. **V. Building Safer Communities: Disaster Recover, Planning & Preparedness**
*Moderator: Michael McCormick, Governor’s Office of Planning & Research, Senior Planning Advisor
Panelist: Michele Steinberg, National Fire Protection Association, Wildfire Division Director
Panelist: Laura Engeman, Center for Climate Change Impacts and Adaptation, Director
Panelist: Neal Driscoll, Scripps Institution of Oceanography, Professor of Geosciences*
- 11:00 a.m. **VI. Closing Comments & Adjournment**
*Supervisor Bruce Gibson, San Luis Obispo County, Chair
Supervisor Sherri Brennan, Tuolumne County, Vice Chair*



Government Finance & Administration

Policy Committee

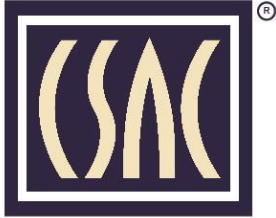
CSAC Annual Conference

Thursday, November 29, 2018 — 9:00 a.m. – 11:00 a.m.

Marriot Marquis Hotel (444 West Harbor Drive), Marina Ballroom D
San Diego County, California

Supervisor Erin Hannigan, Solano County, Chair
Supervisor Judy Morris, Trinity County, Co-Vice Chair
Supervisor Chuck Washington, Riverside County, Co-Vice Chair

- 9:00 a.m. **I. Welcome & Introduction**
Supervisor Erin Hannigan, Solano County, Chair
Supervisor Judy Morris, Trinity County, Co-Vice Chair
Supervisor Chuck Washington, Riverside County, Co-Vice Chair
- 9:05 a.m. **II. Policy Platform Updates – ACTION ITEM**
Dorothy Johnson, Legislative Representative, CSAC
Tracy Sullivan, Legislative Analyst, CSAC
- 9:15 a.m. **III. State Budget Update & Fiscal Forecast**
Lourdes Morales, Principal Fiscal & Policy Analyst, Legislative Analyst's Office
- 9:35 a.m. **IV. 2020 U.S. Census – County Engagement & Funding Opportunities**
Roberto Garcia, Partnership Specialist, U.S. Census Bureau
Dorothy Johnson, Legislative Representative, CSAC
- 10:10 a.m. **V. Federal Issues Update**
Joe Krahn, President, Paragon Government Relations
Hasan Sarsour, Senior Associate, Paragon Government Relations
- 10:20 a.m. **VI. Supreme Court Decisions & PERB Rulings – An Overview of the Legal Landscape for Public Agency Employers**
Frances Rogers, Partner, Liebert Cassidy Whitmore
- 10:40 a.m. **VII. CalPERS Update**
Dorothy Johnson, Legislative Representative, CSAC
- 10:45 a.m. **VIII. 2019 GFA Work Plan Priorities**
Dorothy Johnson, Legislative Representative, CSAC
Tracy Sullivan, Legislative Analyst, CSAC
- 2018 Year in Review & Key Legislative Outcomes – No Presentation
- 11:00 a.m. **IX. Adjournment**



Health & Human Services

Policy Committee

CSAC 124th Annual Conference

Tuesday, November 27, 2018 — 2:30 p.m. – 4:30 p.m.

San Diego Marriot Marquis (333 West Harbor Drive), Pacific Ballroom 18
San Diego County, California

Supervisor Das Williams, Santa Barbara County, Chair Supervisor Jeff Griffiths, Inyo County, Vice Chair

- 2:30 p.m. **I. Welcome & Introduction**
Supervisor Das Williams, Santa Barbara County, Chair
Supervisor Jeff Griffiths, Inyo County, Vice Chair
- 2:35 p.m. **II. 2018 Legislative Review**
Farah McDaid Ting, Legislative Representative, CSAC
Justin Garrett, Legislative Representative, CSAC
Roshena Duree, Legislative Analyst, CSAC
- 2:45 p.m. **III. In-Home Supportive Services Discussion**
Justin Garrett, Legislative Representative, CSAC
Roshena Duree, Legislative Analyst, CSAC
- 2:55 p.m. **IV. Realignment: What Does the Future Look Like?**
Justin Garrett, Legislative Representative, CSAC
Jacqueline Barocio, Fiscal and Policy Analyst, LAO
Lourdes Morales, Fiscal and Policy Analyst, LAO
David Twa, County Administrator, Contra Costa County
- 3:40 p.m. **V. Policy Platform Review – ACTION ITEM**
Farah McDaid Ting, Legislative Representative, CSAC
Justin Garrett, Legislative Representative, CSAC
Roshena Duree, Legislative Analyst, CSAC
- 4:05 p.m. **VI. 2019 HHS Priorities & Work Plan – ACTION ITEM**
Farah McDaid Ting, Legislative Representative, CSAC
Justin Garrett, Legislative Representative, CSAC
Roshena Duree, Legislative Analyst, CSAC
- 4:30 p.m. **VII. Closing Comments & Adjournment**
Supervisor Das Williams, Santa Barbara County, Chair
Supervisor Jeff Griffiths, Inyo County, Vice Chair

This will be an in-person only meeting. Thank you.



Housing, Land Use & Transportation Policy Committee

CSAC 124th Annual Meeting

Wednesday November 28, 2018 — 8:30 a.m. – 10:00 a.m.

Pacific Ballroom 18, Marriott Marquis San Diego Marina
San Diego County, California

Supervisor James Ramos, San Bernardino County, Chair Supervisor Oscar Villegas, Yolo County, Vice Chair

- | | |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:30 a.m. | I. Welcome & Introduction
<i>Supervisor Oscar Villegas, Vice Chair</i> |
| 8:35 a.m. | II. 2018 Year in Review & 2019 Housing, Land Use & Transportation Policy Committee Work Plan – ACTION ITEM
<i>Kiana Valentine, Senior Legislative Representative</i>
<i>Chris Lee, Associate Legislative Representative</i> |
| 8:55 a.m. | III. Housing, Land Use & Transportation Platform Updates – ACTION ITEM
<i>Kiana Valentine, Senior Legislative Representative</i>
<i>Chris Lee, Associate Legislative Representative</i> |
| 9:10 a.m. | IV. Federal Affairs Update – Tribal Intergovernmental Affairs, Wireless Facility Permitting & Infrastructure Funding
<i>Joe Krahn, CSAC Federal Advocate, Paragon Government Relations</i> |
| 9:30 a.m. | V. County Funding Opportunities for Land Use Planning & Affordable Housing
<i>Ben Metcalf, Director, California Department of Housing & Community Development (Invited)</i> |
| 10:00 a.m. | VI. Closing Comments & Adjournment
<i>Supervisor Oscar Villegas, Vice Chair</i> |



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 2019 annual meeting of CSAC, when a similar resolution will be executed by the newly constituted Board of Directors.

Duly adopted this 29th day of November, 2018.

Leticia Perez, President

California State Association of Counties
Conflict of Interest Policy

Article I
Purpose

The California State Association of Counties (“CSAC”) is a California nonprofit mutual benefit corporation. Members of the Board of Directors (“Board Members”) of CSAC are subject to certain legal obligations in the performance of the duties of their position. For this reason, CSAC is establishing this Conflict of Interest Policy for its Board Members.

CSAC Board Members are required to exercise good faith in all transactions involving their duties, and they are subject to certain obligations not to use their position, or knowledge gained through their position, for their personal benefit. In their dealings with CSAC, Board Members should be mindful of potential conflict of interests.

Article II
Standard of Care

In determining potential conflicts of interest, the following standard of care shall be applicable:

- A. Board Members shall perform their duties in good faith, in a manner they believe to be in the best interest of CSAC, with such care, including reasonable inquiry, as an ordinary prudent person in a like position would use under the circumstances.
- B. Board Members are required in their capacity as members of a Board of Supervisors to receive training on ethics and conflicts of interest that satisfies the requirements of AB 1234. Board Members shall perform their duties in a manner consistent with the principles addressed in this training.
- C. Board Members are entitled to rely on the information, opinions, reports or statements (including financial statements and other financial data) prepared or presented by officers or employees of CSAC, independent accountants, and other experts who provide professional services to CSAC, provided that Board Members believe such individuals are reliable and competent, and that the matters on which they present are within their professional or expert competence. Board Members may also rely on the information, opinions, reports or statements of any committee of the Board of Directors with respect to matters within that committee’s designated authority if Board Members believe the committee merits their confidence. Board Members are entitled to rely on the information, opinions, reports or statements of any person, firm, or committee if, after reasonable inquiry when the need therefore is indicated by the circumstances, they have no knowledge that would cause such reliance to be unwarranted.

Article III
Conflicts and Disclosure

- A. Board Members are necessarily involved in the affairs of other institutions and organizations. Effective boards and organizations will include individuals who have relationships and affiliations that may raise questions about perceived conflicts of interest. Although many such potential conflicts are and will be deemed inconsequential, every Board Member has the responsibility to ensure the entire Board of Directors is made aware of

situations that involve personal, familial, or business relationships that could create a real or perceived conflict of interest. Every Board Member is also a member of a Board of Supervisors for a County in the State of California, and their counties pay dues to support CSAC. Decisions by Board Members related to setting dues for CSAC membership is deemed not to be a conflict of interest. Board Members are required annually to be familiar with the terms of this policy, and to acknowledge by his or her signature that he or she is acting in accordance with the letter and spirit of this policy.

B. Board Members are required to make a full disclosure to the Board of Directors of all material facts regarding any possible conflict of interest, to describe the transaction, and to disclose the details of their interest. CSAC shall, as appropriate, seek the opinion of legal counsel and such other authorities as may be required, before entering into any such transaction. Before approving a transaction in which a Board Member may have a conflict of interest, the Board of Directors will attempt, in good faith and after reasonable investigation under the circumstances, to determine that:

- (1) CSAC is entering into the transaction for its own benefit;
- (2) The transaction is fair and reasonable as to CSAC at the time CSAC entered into the transaction;
- (3) The Board of Directors has knowledge of the material facts concerning the transaction and the director's or officer's interest in the transaction; and
- (4) CSAC cannot obtain a more advantageous arrangement with reasonable effort under the circumstances.

The Board of Directors must then approve the transaction by a vote of a majority of the Board of Directors then in office, without counting the vote of any director who may have a conflict of interest due to the transaction under consideration.

CALIFORNIA STATE ASSOCIATION OF COUNTIES
CONFLICTS OF INTEREST DISCLOSURE STATEMENT

I hereby certify that I have carefully read and hereby acknowledge receipt of a copy of this Conflict of Interest policy. In signing this Disclosure Statement, I have considered not only the literal expression of the policy, but also what I believe to be the spirit of the policy as well. To the best of my knowledge, information and belief, I hereby certify that, except as stated in the exception below, neither I nor any of my relatives by blood or marriage has any direct or indirect interest that conflicts with the interests of CSAC.

The exceptions are as follows (if more space is required, please attached additional page[s]; if no exceptions, please leave space blank):

If any situation should arise in the future that, as discussed in the policy, may involve me or my relatives by blood or marriage in a conflict of interest, I will promptly disclose the circumstances to the Board of Directors of CSAC.

Date: _____

Signature



November 29, 2018

To: CSAC Board of Directors

From: Leonard Moty, President
Alan Fernandes, Chief Executive Officer

RE: CSAC Finance Corporation Update

CSAC Finance Corporation FY 18-19 Contribution & Budget Update

At the September CSAC Finance Corporation Board of Directors meeting, the Board authorized up-to an additional \$500,000 allocation to CSAC for FY 18-19. The ability to provide the additional contribution is largely thanks to the success of our partners and the growth of our programs, most notably, a stellar year for CSCDA. This addition brought the total amount of the budgeted contribution to CSAC to \$4.6 million.

The CSAC Finance Corporation has four Board seats coming to the end of their term December 2018. These seats are for a Rural County Supervisor, a County Administrative Officer, and two Public Members. The CSAC Finance Corporation Board of Directors is appointed by the CSAC Executive Committee and is comprised of 11 prescribed seats. If interested visit our website www.csacfc.org/csac-finance-corporation-board-seat-terms/, to learn more.

Corporate Associates Program

The Corporate Associates program remains strong. The program currently has 68 partners across three levels. Two new Platinum partners just added prior to the CSAC Annual Conference, Aon and NextEra Energy. Business engagement remains strong at every CSAC event, including the just concluded CSAC Napa Regional Meeting, with 12 businesses present.

Thank you for your engagement with our partners and vendors at the CSAC Annual meeting and Expo. The most updated partner roster is included in this packet.

U.S. Communities

Earlier this year, Omnia Partners, a firm that also manages another large cooperative purchasing entity, acquired the U.S. Communities cooperative purchasing program's management company. This acquisition resulted in a major change in removing CSAC and CSAC Finance Corporation as national partner and sponsors, however, CSAC remains a state association sponsor of the U.S. Communities program. The acquisition and buyout of the national sponsor relationship provided the CSAC Finance Corporation with capital to utilize for investments to a replacement revenue source in the future. As the CSAC Finance Corporation develops this plan it will communicate to the Board at a future meeting.

Our new programs include the following:

Property Tax Payment Program

Easy Smart Pay (ESP) is a program of the CSAC Finance Corporation relating to a payment platform primarily focused on improving and facilitating tax payments for local government taxpayers. The ESP payment portal will save taxpayers money on transaction fees they are currently charged to make tax payments to local government agencies. The initial product of the platform is currently operating, in San Luis Obispo County for the 2018-19 tax year. In an effort to offer additional options for taxpayers to pay their property taxes in more frequent installment payments not currently available under existing law, this platform will promote prompt payments and avoid high payment penalties prescribed in California law, while also accomplishing the other objectives mentioned above for the primary benefit of the taxpayer. Please contact us if your county is interested in offering this service in your county.

California Cannabis Authority

The California Cannabis Authority (“CCA”) is a Joint Powers Authority created by counties interested in obtaining important information about the cannabis industry for the purpose of assisting in the regulatory process. Specifically, the purpose of CCA is to develop and manage one statewide data platform that will gather, collect, and analyze information from a myriad of data sources, to help local governments ensure cannabis regulatory compliance. The current membership of CCA is San Luis Obispo, Monterey, Humboldt, Mendocino, Yolo, and Inyo counties.

211 California

Effective May 1, 2018, the CSAC Finance Corporation has officially been selected to provide services to establish the organizational structure for 211 California. Specifically, the CSAC Finance Corporation will be providing operational and staffing assistance for 211 California. As previously reported, 211 systems serve county residents by providing trusted connectivity to community, health, and social services. In California, there are 23 counties that do not have an active 211 service. Through this partnership, the CSAC Finance Corporation will assist 211 California in becoming a formal incorporated organization and assist in expanding the 211 network to those counties currently without.

CalTrecs

NACo FSC and CSAC Finance Corporation are in partnership to establish the California Tax Refund Exchange and Compliance System (CalTRECS), which allows local government agencies to collect delinquent debts through the withholding of a debtor’s incoming tax refund or lottery proceeds. The aim of this program is to ultimately increase local government participation in the program so that it remains a valid and effective tool for bringing monetary resources back to local governments so that they can better serve taxpayers. We currently have two counties piloting the program this year, Merced and Mariposa. We anticipate more counties will join the program next year.

Agenda Online

The CSAC Finance Corporation has executed a Marketing Partnership Agreement with the California School Boards Association (CSBA), to offer Agenda Online to California counties and other government affiliated entities. Agenda Online is a web-based agenda and meeting development service created by CSBA to help school districts save time and money by reducing the amount of time spent on preparing and delivering board agendas and meeting materials. The CSAC Finance Corporation will begin marketing this program in Spring 2019.

Synoptek IT Security Program

The CSAC Excess Insurance Authority (EIA) issued a request for proposal for cybersecurity training services. In an attempt to bring a greater value to not just CSAC EIA members, but to all California counties, the CSAC Finance Corporation and Synoptek are partnering to offer a training program to prevent fraud assessment and supplemental information technology services.

The training program is a comprehensive approach is initiated that integrates baseline testing, using mock attacks, engaging interactive web-based training, and continuous assessment through simulated phishing attacks to build a more resilient and secure organization. Throughout the process, security personnel will continue to advise on ever changing threats and recommended actions. The outcome of this is a training program for employees that are shown to create vulnerabilities in the network through their reactions to the simulated attacks. User Training will provide on-demand, interactive, engaging training with common traps, demonstrations and new scenario-based 'Danger Zone' exercises.

For more information on CSAC Finance Corporation on these new and existing programs please visit our website (www.csacfc.org), or contact Alan Fernandes at (916) 650-8120 or alan@csacfc.org, Laura Labanieh at (916) 650-8186 or laura@csacfc.org, or Jim Manker at (916) 650-8107 or jim@csacfc.org

PLATINUM Partners (as of 11.1.2018)

1. Aetna

Paul Brunetta, Sales Vice President, Nor. CA
2850 Shadelands Dr.
Walnut Creek, CA 94598
(707) 322-2165
BrunettaP@aetna.com
www.aetna.com

2. Alliant Insurance Services, Inc.

Nazi Arshi, Senior Vice President
1301 Dove St. Suite 200
Newport Beach, CA 92660
(949) 660-8110
narshi@alliant.com
www.alliant.com

3. Anthem Blue Cross

Michael Pro시오, Regional Vice President, State Affairs
1121 L Street, Suite 500
Sacramento, CA 95814
(916) 403-0527
Michael.prosio@anthem.com
www.anthem.com

4. AON

Craig A. Isaak, Public Sector Market Leader
4 Overlook Point
Lincolnshire, IL 60069
(630) 723-4568
craig.isaak@aon.com
www.aon.com

5. California Statewide Communities Development Authority

Catherine Bando, Executive Director
1700 North Broadway, Suite 405
Walnut Creek, CA 94596
(800) 531-7476
cbando@cscda.org
www.cscda.org

6. CGI

Monica Cardiel Cortez, Partner, Consultant
621 Capitol Mall, Suite 1525
Sacramento, CA 95814
(916) 830-1100
monica.cardielcortez@cgi.com

7. Coast2Coast Rx

Marty Dettelbach, Chief Marketing Officer
5229 Newstead Manor Lane
Raleigh, NC 27606
(919) 465-0097
marty@c2crx.com
www.coast2coastrx.com

8. CSAC Excess Insurance Authority

Rick Brush, Chief Member Services Officer
75 Iron Point Circle, Suite 200
Folsom, California 95630
(916) 850-7378
rbrush@CSAC-EIA.org
www.csac-eia.org

9. DLR Group

Dan Sandall, Business Development
1050 20th Street, Suite 250
Sacramento, CA 95811
(310) 804-7997
dsandall@dlrgroup.com
www.dlrgroup.com

10. Dominion Voting Systems

Steve Bennett, Regional Sales Manager
26561 Amhurst Court
Loma Linda, CA 92354
(909) 362-1715
steven.bennett@dominionvoting.com
www.dominionvoting.com

11. Election Systems & Software

Larry Tonelli, Regional Sales Manager
1714 Bilbao Drive
Santa Maria, CA 93454
(315) 559-1653
larry.tonelli@essvote.com
www.essvote.com

12. Enterprise Fleet Management

Lisa Holmes, State of CA Contract Manager
199 N. Sunrise Ave.
Roseville, CA 95747
(916) 787-4733
Lisa.m.holmes@ehi.com
www.enterprise.com

- 13. Hanson Bridgett LLP**
Paul Mello, Partner
Samantha Wolff, Partner
425 Market Street, 26th Floor
San Francisco, CA 94105
(415) 777-3200
swolff@hansonbridgett.com
pmello@hansonbridgett.com
www.hansonbridgett.com
- 14. Healthnet**
Daniel C. Chick, Director Government Affairs
1201 K Street, Suite 1815
Sacramento, CA 95814
(916) 552-5285
daniel.c.chick@healthnet.com
www.healthnet.com
- 15. Kaiser Permanente**
Kirk Kleinschmidt, Director, Government Relations
1950 Franklin St, 3rd Floor
Oakland, CA 94612
(510) 987-1247
kirk.p.kleinschmidt@kp.org
www.kp.org
- 16. Nationwide**
Rob Bilo, VP of Business Development
4962 Robert J Mathews Parkway, Suite 100
El Dorado Hills, CA 95762
(866) 677-5008
bilir@nationwide.com
www.nrsforu.com
- 17. NextEra Energy**
Kerry Hattevik
Regional Director, West Government Affairs
829 Arlington Blvd.
El Cerrito, CA 94530
(510) 898-1847
Kerry.hattevik@NEE.com
www.nexteraenergy.com
- 18. Optum**
Margaret Kelly, National VP, Government Education
and Labor
505 N Brand Blvd., Suite 1200
Glendale, CA 91203
(818) 484-9188
Margaret.kelly@optum.com
www.optum.com
- 19. Pacific Gas & Electric Company**
John Costa, Local Public Affairs
1415 L Street, Suite 280
Sacramento, CA 95814
(916) 584-1885
JB1F@pge.com
www.pge.com
- 20. PayPal**
Clam Lorenz, Head of Government Solutions
2211 North First Street
San Jose, CA 95131
(202) 551-9079
clorenz@paypal.com
www.paypal.com
- 21. Perspecta**
Frank Ury, Business Development, US Public
Sector
22851 Driftstone
Mission Viejo, CA 92692
(949) 922-9979
frank.ury@perspecta.com
www.perspecta.com
- 22. Renew Financial**
Cliff Staton, Executive Vice President
1221 Broadway, 4th Floor
Oakland, CA 94612
(510) 451-7917
cliff@renewfund.com
www.renewfund.com
- 23. Sutter Health | Aetna**
Darren Schulman, Senior Vice President
21215 Burbank Blvd., Suite 620
Woodland Hills, CA 91367
(818) 932-6183
schulmanD@aetna.com
www.sutterhealthaetna.com
- 24. Synoptek**
Eric Westrom, VP of Operational Planning and
Strategy
3200 Douglas Blvd. Suite 320
Roseville, CA 95661
(916) 316-1212
ewestrom@synoptek.com
www.synoptek.com

25. UnitedHealthcare

Meghan Newkirk, Senior Vice President, Public Sector

5701 Katella Avenue

Cypress, CA 90630

(714) 252-0335

Meghan.Newkirk@uhc.com

www.uhc.com

26. Vanir Construction Management, Inc.

Bob Fletcher, Vice President of Business Development

4540 Duckhorn Drive, Suite 300

Sacramento, CA 95834

(916) 997-3195

bob.fletcher@vanir.com

www.vanir.com

27. Wellpath

Patrick Turner, Director of Business Development

12220 El Camino Real

San Diego, CA 92130

(281) 468-9365

patrick.turner@cmgcos.com

www.wellpathcare.com

28. Western States Petroleum Association

Catherine Reheis-Boyd, President

1415 L St., Suite 600

Sacramento, CA 95816

(916) 498-7752

creheis@wspa.org

www.wspa.org

29. Ygrene Energy Fund

Robbie Bendorf, Senior Director, Government Relations

815 5th Street

Santa Rosa, CA 95404

(916) 998-0062

robert.bendorf@ygrene.com

www.ygreneworks.com

GOLD Partners

1. AT&T

Mike Silacci, Regional Vice President
External Affairs – Greater Los Angeles Region 2250
E. Imperial Hwy, Room 541
El Segundo, CA 90245
(213) 445-6817
Michael.Silacci@att.com
www.att.com

2. American Bail Coalition

Mark R. Smith, Public Relations
225 Union Blvd., Ste. 150
Lakewood, CO 80228
(202) 744-1345
msmithdavincigroup@icloud.com
www.americanbailcoalition.org

3. HdL Companies

Andrew Nickerson, President
1340 Valley Vista Drive, Suite 200
Diamond Bar, CA 91765
(909) 861-4335
anickerson@hdlcompanies.com
www.hdlcompanies.com

4. KPMG

Ian McPherson, Principal Advisory – Justice and
Security
1225 17th Street, Suite 800
Denver, CO 80202
(303) 382-7561
(720) 485-7276
ianmcperson@kpmg.com
www.kpmg.com

5. Paragon Government Relations

Joe Krahn, President
220 Eye Street, NE, Suite 240
Washington, DC 20002
(202) 898-1444
jk@paragonlobbying.com
www.paragonlobbying.com

6. Recology

Eric Potashner, Senior Director Strategic
Affairs
50 California Street, 24th Floor
San Francisco, CA 94111-9796
(415) 624-9885
epotashner@recology.com
www.recology.com

SILVER Partners

1. Bandura Cyber

Frank Trusheim, Regional Sales Manager
9250 Bendix Road
Columbia, Maryland 21045
(415) 960-4833
frank.trusheim@banduracyber.com
www.banduracyber.com

2. BIO

Barbara LeVake, Government Relations
P. O. Box 3014
Sacramento, CA 95812
(530) 673-5237
barbara@blevake.com
www.bio.org

3. CannaRegs

Amanda Ostrowitz, Founder
1776 Race Street #109
Denver CO, 80206
(860) 944-0014
amanda@cannaregs.com
www.CannaRegs.com

4. CCHI

Mark Diel, Executive Director
1107 9th Street, STE 601
Sacramento, CA 95814
(916) 404-9442
mdiel@cchi4families.org
www.cchi4families.org

5. CGL Companies

Robert Glass, Executive Vice President
2485 Natomas Park Drive, Suite 300
Sacramento, CA 95833
(509) 953-2587
bglass@cglcompanies.com
www.cglcompanies.com

6. Comcast

Judy James, Director, Government Affairs
3055 Comcast Circle
Livermore, CA 94551
(925) 424.0972 x0174
Judy_James@comcast.com
www.business.comcast.com

7. Dewberry

Alan Korth, RA, LEED AP, Associate Principal
300 North Lake Avenue 12th Floor
Pasadena, CA 91101
(626) 437-4674
akorth@dewberry.com
www.dewberry.com

8. Energy Efficient Equity (E3)

Chris Peterson, VP Municipal Development
7676 Hazard Center Drive, 5th Floor Suite 33A
San Diego, CA 92108
(858) 616-7500
cpeterson@energyefficientequity.com
www.energyefficientequity.com

9. ENGIE Services U.S.

Ashu Jain, Senior Manager
23 Nevada
Irvine, CA 92606
(714) 473-7837
ashu.jain@engie.com
www.engieservices.com

10. GEO Group

Rachel Kienzler, Regional Director, Business
Development - Western Region
6100 Center Drive, Suite 825
Los Angeles, CA 90045
(619) 204-8630
rkienzler@geogroup.com
www.geogroup.com

11. Hospital Council of Northern & Central California

Brian L. Jensen, Regional Vice President
1215 K Street, Suite 730
Sacramento, CA 95814
(916) 552-7564
bjensen@hospitalcouncil.net
www.hospitalcouncil.net

12. IBM

Lisa Mattivi, Managing Director, California Public Sector
2710 Gateway Oaks Drive.
Sacramento, CA 95833
(301) 461-1547
lmattivi@us.ibm.com
www.ibm.com

13. Kofile

Eugene Sisneros, Western Division Manager
1558 Forrest Way
Carson City, NV 89706
(713) 204-5734
Eugene.sisneros@kofile.us
www.kofile.us

14. LECET Southwest

Chad Wright, Director
4044 N. Freeway Blvd.
Sacramento, CA 95834
(916) 604-5585
chad@lecetsw.org
www.lecetsouthwest.org

15. Liebert Cassidy Whitmore

Cynthia Weldon, Director of Marketing
6033 W. Century Boulevard, 5th Floor
Los Angeles, CA 90045
(310) 981-2055
cweldon@lcwlegal.com
www.lcwlegal.com

16. Managed Care Systems, LLC

Michael Myers, CEO
4550 California Ave., Suite 500
Bakersfield, CA 93309
(661) 716-8820
mmyers@managedcaresystems.com
www.managedcaresystems.com

17. Measures for Justice

Mikaela Rabinowitz, PhD., California State Director
421 University Ave.
Rochester, NY 14607
(510) 710-6144
mikaela.rabinowitz@measuresforjustice.org
www.measuresforjustice.org

18. MuniServices

Brenda Narayan, Director of Government Relations
1400 K St. Ste.301
Sacramento, CA 95814
(916) 261-5147
Brenda.narayan@muniservices.com
www.MuniServices.com

19. Northrop Grumman Aerospace Systems

Joe Ahn, Manager, State and Local Affairs
101 Continental Blvd, MS-D5/140
El Segundo, CA 90245
(310) 332-4667
joe.ahn@ngc.com
www.northropgrumman.com

20. PARS

Mitch Barker, Executive Vice President
4350 Von Karman Avenue, Suite 100
Newport Beach, CA 92660
(800) 540-6369 x116
mbarker@pars.org
www.pars.org

21. Raymond James

Robert Larkins, Managing Director, Western Region Manager
One Embarcadero Center, 6th Floor
San Francisco, CA 94111
(415) 616-8025
robert.larkins@raymondjames.com
www.raymondjames.com

22. RBC Capital Markets, LLC

Bob Williams, Managing Director
2 Embarcadero Center, Suite 1200
San Francisco, CA 94111
(415) 445-8674
bob.williams@rbccm.com
www.rbccm.com/municipalfinance/

23. Renovate America, HERO Program

Dustin Reilich, Director of Municipal Development
15073 Avenue of Science #200
San Diego, CA 92128
(949) 237-0965
dreilich@renovateamerica.com
www.heroprogram.com

- 24. Roebbelen**
Robert Flory, Vice President Strategic Initiatives
1241 Hawks Flight Court
El Dorado Hills, CA 95762
(916) 939-8305
robertf@roebbelen.com
www.roebbelen.com
- 25. Republic Services**
Tom Baker, Sr. Manager
1855 E. Deer Valley Road
Phoenix, AZ 85024
(623) 241-8429
tbaker@republicservices.com
www.RepublicServices.com
- 26. SAIC**
Brenda Beranek, Senior Director, Business Development
4065 Hancock Street, M/S Q1-A
San Diego, CA 92110
(916) 276-1982
Brenda.L.Beranek@saic.com
www.saic.com
- 27. Samba Safety**
Scott Faulds, Director/GM Registration Services
11040 White Rock Rd. #200
Rancho Cordova CA 95670
(916) 288-6616
sfaulds@sambasafety.com
www.sambasafety.com
- 28. Scotts Miracle Grow**
Michael Diamond, State Government Affairs
8220 NE Husky Lane
Kingston, WA 98346
(206) 305-1622
Michael.diamond@scotts.com
www.scotts.com
- 29. Sierra Pacific Industries**
Andrea Howell, Corporate Affairs Director
PO Box 496028
Redding, CA 96049
(530) 378-8104
AHowell@spi-ind.com
www.spi-ind.com
- 30. Sierra West Group, INC.**
Mary Wallers, President
9700 Business Park Drive, #102,
Sacramento, CA 95827
(916) 212-1618
mewallers@sierrawestgroup.com
www.sierrawestgroup.com
- 31. Telecare Corporation**
Rich Leib
1080 Marina Village Parkway, Suite 100
Alameda, CA 94501
(619) 992-4680
Rich.leib@liquidenviro.com
www.telecarecorp.com
- 32. Thomson Reuters**
Ann Kurz, Director of Sales, Western Region
510 E. Milham Ave.
Portage, MI 49002
(805) 479-3099
Ann.kurz@thomsonreuters.com
www.thomsonreuters.com/umentum
- 33. Xerox Corporation**
Michelle Yoshino, General Manager
1851 East First Street
Santa Ana, CA 92705
(714) 262-8854
michelle.yoshino@xerox.com
www.consulting.xerox.com



November 29, 2018

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327.7500

Facsimile
916.441.5507

To: CSAC Board of Directors

From: Manuel Rivas, Jr., Deputy Executive Director of Operations and Member Services
David Liebler, Director of Public Affairs & Member Services

Re: **CSAC Operations and Member Services Update**

This memorandum highlights key activities and initiatives occurring within CSAC operations and member services as well as key achievements by the team over this past year.

Member Services and Communications

CSAC’s work on the communications and member services front over the past three months has continued to focus on providing support to our legislative unit on key CSAC priorities as well as working directly with our members through trainings and meetings.

Value of CSAC Social Media

CSAC’s social media platforms (Twitter, Facebook, YouTube and Instagram) continue to be a primary source of communication for the Association, and its value increases significantly when one or more of our member counties are experiencing major emergencies. The recent devastating wildfires in Butte, Los Angeles and Ventura Counties are prime examples. CSAC communications staff closely followed news related to the wildfires and reported it out via Twitter. In the four days after the fires started, CSAC’s Twitter feed received over 115,000 views.

CSAC continues to use all of its social media platforms to enhance activities, showcase positive news articles on our member counties, and to inform about issues of importance to counties. Our number of views and followers for Twitter, Facebook, Instagram and YouTube continue to grow.

CSAC’s video unit produced 25 videos over the past three months. These include best practices, CSAC services, webinars, Power Minutes, Annual Meeting promotions, regional meetings and a series of transportation related “facts of the week.”

Enhancing Our Advocacy Efforts

Even though the Legislature has been out of session, CSAC communications has been working closely with our Legislative Unit on key priorities, including providing tools to help defeat Propositions 5 and 6, and to continue essential work on the 2020 Census. These efforts include helping produce fact sheets, tool kits, videos and social media work.

Promoting County Best Practices

CSAC has been spotlighting County best practices through our Annual Challenge Awards and is in the process of making award presentations at Board of Supervisors meetings. To date, presentations have been made in Inyo, Los Angeles, Madera, Mendocino, Nevada, Orange, Placer and Sacramento

Counties. Four more presentations are planned in December and three are being scheduled for early 2019.

Staff is also working with counties to learn more about the award-winning programs and conducting interviews for the videos and blogs we will start producing in January. Visits have already taken place in Alameda, Inyo, Sacramento and Shasta.

Media Trainings Conducted

CSAC's Director of Public Affairs has continued to conduct media training for county staff; in the last month, trainings have taken place in San Luis Obispo and Inyo Counties. The three-hour training sessions included on-camera exercises. Altogether, CSAC has trained more than 100 supervisors and senior staff in 2018. The value of these trainings helps position counties to better tell their story, enhances the CSAC/member relationship, improves strategic communications, and provides CSAC staff with insight into local priority issues in various departments. CSAC staff is working with other counties to conduct additional trainings in early 2019.

Regional Meetings

CSAC continues to bring important policy discussions to diverse regions in the state through our Regional Meetings.

These policy-based regional meetings enable focused discussion on hot topic issues of interest to counties, provide a forum to network with colleagues and subject-matter experts, and include select CSAC Corporate Partners. These meetings include presentations and comprehensive discussions from your CSAC Officers, CSAC Executive Team, Legislative Team and other county officials.

In 2018, CSAC held three regional meetings in Riverside County (combatting homelessness), Santa Barbara County (resiliency in the face of disasters), and Napa County (the new era of behavioral health).

The most recent Regional Meeting in Napa gathered over 50 California County leaders to focus on the evolution of behavioral health in our communities and the county role in the change process. Now more than ever, behavioral health is at the core of every social issue in our communities. Homelessness, criminal justice, substance abuse, and disaster response all require a nimble and resourced behavioral health system, as well as the most critical ingredient: collaboration. The meeting brought together county supervisors, county administrators, behavioral health directors, and corporate partners to discuss these challenges and share what works.

As a commitment to our member counties, CSAC will continue to plan and organize key meetings in 2019 to engage policy-makers in major priorities and key policy discussions.

California Counties Foundation

The California Counties Foundation (Foundation) is the non-profit organization of CSAC that houses the CSAC Institute, the partnership with the Pew-MacArthur Results First Initiative, and manages charitable contributions and grants to improve educational opportunities for county supervisors, county administrative officers, and senior staff. Over the past year, staff has been focused on streamlining the governance structure and financial operations of the Foundation. As a result, Board of Directors meetings are organized to engage members in active strategic discussions that give them a greater understanding of Foundation programs to make informed decisions on key matters. This work will continue over the next year as staff identifies potential Foundation initiatives and activities.

CSAC Institute for Excellence in County Government

The CSAC Institute for Excellence in County Government celebrates its 10th anniversary since its inception in November 2008. The program has grown from offering professional development opportunities in one location in Sacramento to five locations throughout the state as well as offering special programs targeting specific audiences — county elected officials, executives, and staff. This past year, the Institute offered nearly 100 courses throughout the state resulting in:

- 160 Credential awardees, including 6 County Supervisors;
- 42 IT Credential awardees; and,
- 15 Fellows awardees.

Results First

The Results First partnership is a joint effort of CSAC and the Pew-MacArthur Results First Initiative, with additional support from the California Health Care Foundation. This partnership houses the CSAC Technical Assistance Hub (Hub) which provides tools and training to select California counties as they engage in evidence-based policymaking. In 2013, the Pew-MacArthur Results First Initiative piloted their state initiative in four counties: Santa Barbara, Santa Cruz, Kern and Fresno. CSAC has since expanded to Santa Clara, Ventura, Nevada, Solano, Yolo and Alameda counties. To simplify data analysis, CSAC developed a recidivism analytical tool to assist counties in calculating recidivism and determining their high utilizers.

In 2018, the participating counties increased agency collaboration on criminal justice programming. Four of the ten counties are phasing into a performance based contracting process for adult criminal justice and juvenile justice contracts—this has increased standards of evidence-based practices for agencies and community-based organizations. CSAC facilitated a series of trainings on becoming a good consumer of evidence and research. CSAC provided training to the San Luis Obispo County sheriff and probation departments to catalog their programs and how to access and understand quality research. Additionally, the Tulare County Probation Department and Santa Clara County Re-Entry Department conducted recidivism analysis via the recidivism tool.

Next year, CSAC will create a peer-review network with partnered counties to apply lessons learned in their performance-based contracting process. The Hub will expand the recidivism tool to two new counties and expand trainings in the Results First Clearinghouse Database on evidence-based programs.

Fiscal Operations

CSAC retained the services of Moss Adams LLP to perform an audit of the consolidated financial statements for CSAC and its affiliates for FY 2017-18. The consolidated audit includes the CSAC Finance Corporation due to CSAC's controlling interests in the organization and the California Counties Foundation, which is CSAC's 501(c)(3) non-profit organization. The review of the financial statements has resulted in a more complex process that requires increased coordination and additional time for external auditors to complete the annual review. Nonetheless, based on the primary review of CSAC's financial statements for FY 2017-18, the organization possesses a sound fiscal condition.

The CSAC Audit Committee and Executive Committee were presented an overview of the auditor's preliminary evaluation, which highlights CSAC's fiscal condition and solid internal controls. The preliminary audit does not identify any material weakness, deficiencies, uncertainties, nor significant risks or exposures to the organization. Pending completion of the reviews for the affiliate organizations, Moss Adams will finalize the consolidated audit in the month of December. The

completed audit report will be presented to the CSAC Audit Committee and Executive Committee for consideration and approval, and reported to the Board of Directors at the February 2019 meeting.

CSAC is working with the auditors to establish a process to help expedite the consolidated review and completion of future audits.

Staff Contacts: Please contact Manuel Rivas, Jr. (mrivas@counties.org or (916) 650-8135) or David Liebler (dliebler@counties.org or (916) 650-8105) for additional information



INSTITUTE FOR LOCAL GOVERNMENTSM

Promoting Good Government at the Local Level

Update on Activities

November 2018

The Institute for Local Government (ILG) promotes good government at the local level with practical, impartial and easy-to-use resources for California communities. ILG’s effectiveness is greatly enhanced by its affiliation with the California State Association of Counties, the League of California Cities and the California Special Districts Association. ILG conducts research and provides education in the form of technical assistance, trainings, webinars and online and print resources in an effort to assist local leaders to govern openly, effectively, and ethically; work collaboratively; and foster healthy and sustainable communities. ILG’s current program areas include: leadership & governance, public engagement, governments engaging youth and sustainable communities.

To learn more about our programs and resources visit www.ca-ilg.org, or connect with us through our [newsletter](#) or social media through [Facebook](#), [Twitter](#) or [LinkedIn](#).

Leadership & Governance

ILG will be facilitating an AB 1234 ethics training at CSAC’s Annual Conference. ILG staff is also continuing to identify opportunities to present AB 1661 harassment prevention training both in-person and through webinars.

In 2019, ILG will be looking to update a few of its flagship ethics publications including Understanding the Basics of Public Service Ethics Laws, Key Ethics Law Principles and the Good Governance Checklist. ILG is also exploring options to provide regional in-person ethics trainings.

For more information on these topics, visit www.ca-ilg.org/ethics. ILG maintains a wealth of helpful resources aimed at helping elected officials and staff collaborate and effectively govern.

Public Engagement

ILG has opened registration for an upcoming TIERS Public Engagement Learning Lab. The TIERS Learning Lab is an interactive, results-oriented six-month public engagement program led by ILG that provides participants in California local government with hands-on instructions, exclusive TIERS public engagement tools, and individualized support of a public engagement project of the participant’s choosing, including follow up private consulting and peer-to-peer learning.

BOARD OF DIRECTORS

Chair

Michele Beal Bagneris
City Attorney/City Prosecutor
Pasadena

Vice Chair

Rod Gould
Former City Manager
Santa Monica

BOARD MEMBERS

Teresa Acosta

Vice President
Madaffer Enterprises, Inc.

Stanley Caldwell

Board Member
Mt. View Sanitary District

Graham Knaus

Executive Director
California State Association of Counties

Brett Channing

Director of Management Services
Lake Forest

Carolyn Coleman

Executive Director
League of California Cities

Hal Conklin

Former Mayor
Santa Barbara

Mark S. Gaughan

Genesee Group

James Keene

City Manager
Palo Alto

Neil McCormick

Chief Executive Officer
California Special Districts Association

Daniel T. Miller

Senior Vice President
Irvine Company

Lydia Romero

City Manager
Lemon Grove

Amy Shuklian

Supervisor
Tulare County, 3rd District

Art Takahara

President, De Anza Manufacturing
Former Mayor, Mountain View

CALIFORNIA STATE ASSOCIATION OF COUNTIES LIAISON

James Gore

Supervisor
Sonoma County, 4th District

LEAGUE OF CALIFORNIA CITIES BOARD LIAISON

Stephany Aguilar

Council Member
Scotts Valley

MUNICIPAL MANAGEMENT ASSOCIATION OF SOUTHERN CALIFORNIA LIAISON

Nicholas Gonzalez

Vice President

COUNTY ADMINISTRATIVE OFFICERS ASSOCIATION OF CALIFORNIA LIAISON

Patrick S. Blacklock

County Administrator
Yolo County

MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA LIAISON

Erin Steffen

Immediate Past President

The TIERS Learning Lab includes a two-day public engagement workshop that includes hands-on instruction and coaching on the TIERS Framework for local government teams of 2-5 individuals. The workshop will take place January 23-24, 2019 in West Sacramento.

For more information, or to register, visit www.ca-ilg.org/TIERSLearningLab or contact Hanna Stelmakhovych, Program Coordinator, at 916-658-8221 or hstelmakhovych@ca-ilg.org. Registration ends January 4, and spots are filling up quickly!

Governments Engaging Youth

ILG's Governments Engaging Youth program worked with numerous agencies in 2018 to bring work-based learning and civic engagement experiences to youth and their adult mentors. Through the Workforce Accelerator Fund 5.0 grant (which concludes next month), ILG created a Community of Practice comprising six distinct "spokes" that provide youth with opportunities for job skill development and civics education experiences via partnerships among local city, county, school and special district agencies.

The Community of Practice includes the Sacramento Employment & Training Agency, Ventura County Civic Alliance, West Sacramento, Rancho Cordova (PRO-Youth), Elk Grove and Health Professions High School in Sacramento. Through this Community of Practice, youth gained leadership skills and received mentorship, public sector career awareness and information about voting, volunteering and leading in their communities. The efforts were aimed at "at-risk" (also known as "disconnected" or "opportunity") youth and the lessons learned and tools developed were shared amongst the "spokes" of the Community of Practice. For additional resources, videos, and activities, see www.ca-ilg.org/geytoolkit.

Once the Workforce Accelerator Fund Grant 5.0 is complete, ILG will turn its attention to the Workforce Accelerator 6.0 grant. The 6.0 grant funds a project titled, "Innovative Paths to Public Service," which builds on local and state agency interests to meet the needs of current and future workforces in the greater Sacramento region, where more than 30% of employment is in the public sector. ILG is partnering with the Los Rios Community College Government Training Academy, the California Community College Chancellor's Office, the Sacramento Area Council of Governments, and local and state agencies to test innovations and document lessons and best practices. Test projects will be complete by December with a stakeholder convening in early 2019.

The 6.0 grant also affords the Institute the opportunity to update its "Picture Yourself in Local Government" curriculum, which includes curriculum materials for educators to use in teaching their students about local government, and has not been updated since the mid-1990s. The curriculum update will include a peer review process with a launch of the material in early 2019. For more information, contact Randi Kay Stephens, Associate Program Manager, at 916-658-8207 or rstephens@ca-ilg.org.

Sustainable Communities

ILG's Beacon Program provides a framework for local governments to share best practices that create healthier, more vibrant and sustainable communities, and honors voluntary efforts by local governments to reduce greenhouse gas emissions, save energy and adopt policies that promote sustainability. In July, the legislature identified ILG's Beacon Program as eligible for up to \$1 million of Cap and Trade funds allocated to the Strategic Growth Council to provide technical assistance to

disadvantaged communities to help cities and counties take actions to address climate change. ILG is currently in discussions with Strategic Growth Council officials to outline a partnership agreement for the use of these funds.

This year, ILG's Beacon Program celebrated the County of Santa Cruz as the first and only county to earn a Gold Level Beacon Award for demonstrating a comprehensive approach to adopting policies and programs that foster sustainability and help meet aggressive state climate goals. The County's 17% reduction in community greenhouse gases and 12% reduction in agency greenhouse gases, along with its 28% agency energy savings and 13% natural gas savings, are truly inspiring, and ILG is hopeful that more counties will soon follow suit. The County of Santa Cruz also received several Spotlight Awards, as did the Counties of Alameda and San Luis Obispo. The County of Alameda received Spotlight Awards for agency energy savings of 13% and natural gas savings of 5%, and the County of San Luis Obispo received a Spotlight Award for 15% agency energy savings. ILG presented these awards to each County at their Board of Supervisors meetings.

ILG is in the second year of its Climate and Health project in partnership with the American Lung Association, which concludes in August 2019. In July and August of 2018, ILG held two workshops with San Joaquin Valley regional and local officials and representatives of the California Air Resources Board and the Strategic Growth Council to identify action steps to foster greater use of state climate investments by valley communities. ILG then compiled the challenges, opportunities and actions suggested by workshop participants as the foundation for another state-local dialogue between key state and local officials and leaders of community based organizations on November 14 in Sacramento. Cara Martinson participated in the discussion on behalf of CSAC.

For more information relating to sustainability, visit www.ca-ilg.org/climate-action. ILG maintains several resources to help local agencies plan for more sustainable communities and adapt to climate change.

Additional Updates

ILG continues to explore funding opportunities that align with ILG and CSAC's missions. Recently, ILG including submitted a proposal in partnership with PlaceWorks and Ascent Environmental to the Department of Housing and Community Development to provide technical assistance to cities and counties on the implementation of SB 2, which provides funding for new housing policies and programs. A decision from HCD was still pending at the time this report was written.

On November 16, ILG's Board of Directors met in Sacramento to discuss 2019 projects and initiatives, and the recruitment of a new Executive Director for ILG. Recruitment was ongoing at the time this report was written. For more information, visit www.ca-ilg.org/employment-opportunities-ilg

Summer-Fall 2018 Course Guide

Learn as if you were to live forever. – Mahatma Gandhi

Professional development classes for county officials, executives and managers

Schedule at a Glance

DATE		LOCATION	PAGE
JULY			
12 (TH)	Customer Service in the Public Sector	Shasta/Tehama	3
19 (TH)	Financial Management: Debt & Investment of Public Funds	Sacramento	3
19 (TH)	Building and Maintaining a Team Environment	Contra Costa	2
20 (F)	State Budget 101: What Counties Need to Know	Sacramento	7
26 (TH)	Facilitation – The Basics of Bringing People Together	Sacramento	3
AUGUST			
2 (TH)	IT Organizational Culture	Sacramento	5
3 (F)	Engaging Employees for Success	Sacramento	3
9 (TH)	Art & Practice of Organizational Leadership	Shasta/Tehama	2
16 (TH)	GASB Financial Reporting Requirements	Sacramento	4
16 (TH)	Mastering Social Media Basics	Contra Costa	6
23 (TH)	Intergenerational Leadership	Sacramento	4
SEPTEMBER			
13 (TH)	Leadership & Change: Practices to Move People	Shasta/Tehama	5
14 (F)	Communication with Influence	Sacramento	2
14 (F)	Storytelling and Other Practices in the Art of Persuasion	Orange	7
20 (TH)	Labor Relations and Negotiations	Contra Costa	5
21 (F)	How to be Human at Work	Sacramento	1
21 (F)	Leadership & Change: Practices to Move People	Tulare	5
27-28	<i>Two-Day Class</i> Realignment 101: Basics of 1991 and 2011	Sacramento	7
OCTOBER			
4 (TH)	IT Focused Contracting	Sacramento	4
5 (F)	Leadership by Values: Success in Public Service	Sacramento	5
11 (TH)	Managing Conflict in Comfort	Shasta/Tehama	5
12 (F)	Managing Conflict in Comfort	Orange	5
18 (TH)	Polish the Presentation: Advanced Practices	Contra Costa	6
18 (TH)	Capital Improvement Planning & Funding	Sacramento	2
19 (F)	County Budgeting & Financial Planning	Sacramento	2
19 (F)	Purpose, Outcomes and Intentionality: Make Things Happen	Tulare	6
25 (TH)	Unravelling Public Pensions and Retirement Benefits	Sacramento	7
NOVEMBER			
2 (F)	Local Governance in California: All those agencies!	Sacramento	5
9 (F)	<i>Emerging Issues</i> Connected and Autonomous Vehicles	Sacramento	3
9 (F)	Financing California Counties: A History of Sources	Orange	4
16 (F)	Art & Practice of Organizational Leadership	Tulare	2
30 (F)	World Class Contracting and Procurement	Sacramento	7
DECEMBER			
6 (TH)	IT Executive Cybersecurity	Sacramento	4
7 (F)	Resiliency: Recover, Adapt and Sustain	Sacramento	1
13-14	<i>Two-Day Class</i> Performance Measurement Workshop	Sacramento	6
14 (F)	Purpose, Outcomes and Intentionality: Make Things Happen	Orange	6
21 (F)	Financial Reporting for Nonfinancial Professionals	Tulare	2

NEW FOR THIS SEMESTER

Personal Literacy: The human side of our professional life

How to be Human at Work

324

New! Until robots take over the world of work, we will still be showing up with all of our “human-ness” every day. Contrary to popular thought, nobody really compartmentalizes or keeps the parts of our lives separate. We bring our best and our baggage. In this class we explore what makes us human, how our emotions impact our work lives, practical advice for managing difficult people and situations, empathy and its role in the workplace, and what it means to tend to our personal well-being at work. Workshop exercises, assessments, and tools provide new ways of thriving at work and helping others do the same.



Instructor: Laree Kiely, Ph.D. is president and CEO of We Will, Inc. and former professor at the USC Marshall School of Business.

Friday, September 21, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Managers/Executives

Rebound from the untoward effects of adversity and uncertainty

Resiliency: Build an Organization to Recover, Adapt and Sustain

323



New! Counties operate in a volatile and complex world, where anticipated and unanticipated challenges emerge regularly. The key is to not only survive such events, but to prosper as an organization. Resiliency is the ability to cope with the challenges, problems

and set-backs organizations and individuals face. This class defines the attributes of resiliency and focuses on strategies to build a culture of resiliency in your organization and employees. Exercises and discussion focus on three traits of resiliency: staunch acceptance and communication of reality; ability to observe and interpret meaning in messy and terrible situations; and the skills to innovate with resources at hand. Course exercises and discussion provide practical tools to build an organizational culture of resiliency.

Instructor: Bill Chiat is Dean of CSAC Institute and has worked with local governments across the West in building organizational capacity.

Friday, December 7, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Managers/Executives

Nature and dimensions of leadership in effective organizations

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.

Thursday, August 9, 2018 10:00 a.m.–3:30 p.m.
 Shasta-Tehama • \$149/person for counties • 3 credits • Managers/Executives

Friday, November 16, 2018 10:00 a.m.–3:30 p.m.
 Tulare • \$149/person for counties • 3 credits • Managers/Executives

Deployment and leadership of high performance teams

Building and Maintaining a Team Environment 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 Sacramento State University.

Thursday, July 19, 2018 10:00 a.m.–3:30 p.m.
 Contra Costa • \$149/person for counties • 3 credits • Managers/Executives

“Emotions drive people...people drive performance” – Josh Freedman

Communication with Influence 130

The ability to have quality conversations, including techniques to engage stakeholders at all levels and build relationships, depends upon one’s ability to communicate effectively. The class explores your preferred communication style and its impact on others to improve your ability to communicate with clarity, impact and confidence. The highly interactive day will enhance your ability to have quality conversations with individuals, teams and key stakeholders. You will learn how to identify people’s preferred communication style and how to relate to differing styles to build rapport, create and lead conversations with maximum impact and effectiveness.



Instructors: Angela Giacomis is CEO of Careerlink, and works at the nexus of business and neuroscience; John Dare transforms organizations to thrive in accelerating change as a Silicon Valley entrepreneur.

Friday, September 14, 2018 10:00 a.m.–3:30 p.m.
 Sacramento • \$149/person for counties • 3 credits • Managers/Executives

Create a schedule and funding options for critical public infrastructure

Capital Improvement Planning and Funding 155



You’ve heard about a “CIP” in your county? This class will help you better understand what it is, how a Capitol Improvement Plan is developed, management of CIP projects and programs, funding sources, and what questions you should be asking. The class examines a range of CIP projects from county facilities and jails, to roads and county infrastructure. Discussion reviews types of information that should be available to decision-makers and the community.

Thursday, October 18, 2018 10:00 a.m.–3:30 p.m.
 Sacramento • \$149/person for counties • 3 credits • Staff/Elected Officials

TAKE THIS WITH County Budgeting and Financial Planning ON OCTOBER 19

Overview of county budgeting and financial management

County Budgeting and Financial Planning 116

Counties have complex systems for budgeting and financial management. This course provides a comprehensive overview of the ins and outs of county budgeting and the budget process. Discussion includes a review of the County Budget Act, a year in the county budget cycle, key elements of a budget, and integration of strategic plans into the annual budget. Participants also examine county revenue sources, sales and property tax allocation, General Fund and special funds, creating and integrating department-recommended budgets, and public involvement in the budget process. The class explores key elements in longer-term county financial planning and management. Class is a must for everyone involved in the budget process.

Instructors: Patrick Blacklock is County Administrator of Yolo County, and Robert Bendorf is County Administrator of Yuba County.

Friday, October 19, 2018 10:00 a.m.–3:30 p.m.
 Sacramento • \$149/person for counties • 3 credits • Staff/Elected Officials

TAKE THIS WITH Capital Improvement Planning and Funding ON OCTOBER 18

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 foot 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, December 21, 2018 10:00 a.m.–3:30 p.m.
 Tulare • \$149/person for counties • 3 credits • Managers/Executives

Create customer satisfaction in a county setting

Customer Service in the Public Sector: Balancing Satisfaction with Priorities

354

Strategies to create and enhance a customer service culture for their agency is the focus of this class for managers and executives. Participants explore how to balance great customer service with county and state regulations and requirements. It focuses on what defines good customer service and a service culture. Lively small and large group conversations provide tools to assess the current environment, gaps to be more service oriented, and how to get there. The structure and process to support and recognize effective customer service are examined -- even in difficult regulatory situations. Barriers to good customer service are discussed along with service and performance measurements.

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

Thursday, July 12, 2018

10:00 a.m.–3:30 p.m.

Shasta-Tehama • \$149/person for counties • 3 credits • Managers/Executives

EMERGING ISSUES

Exploring trends in 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 opportunities for discussion on resources, capacity and authority available for counties to work toward solutions.

Self-driving cars are finally here; how they are deployed will change how we get around forever

Emerging Issues: The Future is Already Here: Connected and Autonomous Vehicles

404

The technology necessary to deploy autonomous and connected vehicles is no longer a prediction of the future. There are currently 10 automated vehicle testing grounds in the U.S., two of which are in California. The implications of this technology are far reaching and can be both beneficial and potentially disruptive to mobility, the economy and overall quality of life. Other economic advancements such as transportation network companies may have compounding effects on the implications of this rapidly-changing technology. The discussion will provide insights on connected and autonomous vehicles and the range of potential local policy implications, and will facilitate a conversation about what this means for counties.

Facilitators: Kiana Valentine, CSAC Senior Legislative Representative, and policy experts from around the state.

Friday, November 9, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Elected Officials/Staff



Leadership can't be exercised alone

Engaging Employees for Success

126

In times of disruptive change and scarce resources, it is critical that employees from all levels of the organization are fully productive and engaged in adapting to change and addressing new challenges. This interactive workshop discusses the business case for employee engagement, the conditions fostering active engagement, and simple

steps for supervisors, managers and co-workers to promote engagement.

Instructors: Dr. Frank Benest is former city manager of Palo Alto and a noted expert in organizational leadership; Donna Vaillancourt is the San Mateo County Human Resources Director.

Friday, August 3, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Managers/Executives

Hands-on practices to facilitate internal & community meetings

Facilitation Skills: The Basics of Bringing People Together

377



County staff can play an important facilitative role to encourage agencies, community groups, neighborhoods and others to have a conversation to problem solve and seek solutions together. Facilitation skills are a powerful leadership practice – particularly when you don't have formal authority to work through

adaptive challenges or difficult problems. Whether you facilitate teams, inter-departmental or public meetings, or any group ... the skills from this class will be of value. This workshop introduces the basics of facilitation and provides participants with a wide range of hands-on practices and techniques.

Instructor: Bill Chiat is Dean of the CSAC Institute and has facilitated hundreds of local government workshops and meetings.

Thursday, July 26, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/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: Alan Fernandes, Chief Executive Officer - and experts from - the CSAC Finance Corporation.

Thursday, July 19, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Staff/Elected Officials

TAKE THIS WITH State Budget 101 ON JULY 20

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 over decades. Exploring the context of county funding decisions by the legislature and 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, November 9, 2018 10:00 a.m.–3:30 p.m.
Orange • \$149/person for counties • 3 credits • Staff/Elected Officials

Juggling a workforce with teens to seniors – leadership for everyone

Intergenerational Leadership 129

For the first time in history we find ourselves working with people from five 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, August 23, 2018 10:00 a.m.–3:30 p.m.
Sacramento • \$149/person for counties • 3 credits • Managers/Executives

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 you understanding of GASB 34, and implementation of recent GASB pronouncements – including GASB 75, 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 and MCLE credits for members of the California Bar.*

Instructor: Kenneth H. Pun, CPA, CGMA is the Managing Partner of the Pun Group Accountants and Advisors.

Thursday, August 16, 2018 9:30 a.m.–3:30 p.m.
Sacramento • \$149/person for counties • 3 credits • Managers/Executives

Information security is about sustainability of the county

IT Executive Cybersecurity 346

The technology of today has completely unleashed information in terms of volume, variety, and velocity, and as a result, information has become more critical than ever to competitive, strategic, operational, and even personal decision-making. This also means an organization's



information is that much more attractive to someone on the outside, and many outsiders have malicious intent. Advanced persistent threats are already here, and the increasing numbers and use of mobile devices and cloud storage only heightens exposure by increasing the number of potential attack points. This course provides county IT leaders with knowledge and tools to achieve a comprehensive understanding of where counties are at risk for security threats and attacks, how to prioritize and build out security initiatives, the technology available to establish end-to-end protection, and how to ensure compliance from the weakest link in any security system – the human user.

Instructor: Valence Howden is a Research Director in the CIO Advisory Group at Info-Tech Research Group

Thursday, December 6, 2018 10:00 a.m.–3:30 p.m.
Sacramento • \$149/person for counties • 3 credits • IT Managers/Executives

It takes a sophisticated contract administration to manage contracts

IT-Focused Contracting 348

External services are attractive. They enable organizations to tap into economies of scale – and with the advent of cloud/hosted deployments, IT services can be procured at exponentially cheaper rates. However, entering into complicated agreements with multiple vendors requires an equally sophisticated contract administration system to manage procurement, negotiate (and renegotiate) terms, take advantage of promotional pricing and licensing, and coordinate payment schedules. Without proper vendor management, organizations miss out on potential cost savings to be realized within their contracts, and in a county government a dollar saved on service agreements is an additional dollar to create municipal services. This course examines concepts and tools to establish a process to govern the selection of vendors and subsequent management of vendor relationships, risk and performance.

Instructor: Valence Howden is a Research Director in the CIO Advisory Group at Info-Tech Research Group

Thursday, October 4, 2018 10:00 a.m.–3:30 p.m.
Sacramento • \$149/person for counties • 3 credits • IT Managers/Executives

4 ♦ To register for classes please visit www.csacinstitute.org

Dealing with the ABC's of IT (Attitude, Behavior and Culture)

IT Organizational Culture 338

Despite all the expertise, training and consulting developed over the last 20 years, we continue to struggle to implement IT initiatives, adopt activities and processes to achieve business needs. We have challenges creating buy-in, overcoming resistance and embedding changes in

organizational behavior and culture. This is due to the ABC's (Attitude, Behavior and Culture) of IT. 'ABC is like an Iceberg, much of it hidden beneath the surface yet capable of causing enormous damage'. In this session we will discuss how to recognize and address ABC issues within your organization.

Instructor: Valence Howden is a Research Director in the CIO Advisory Group at Info-Tech Research Group.

Thursday, August 2, 2018 10:00 a.m.–3:30 p.m.
Sacramento • \$149/person for counties • 3 credits • IT Managers/Executives

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, September 20, 2018 10:00 a.m.–3:30 p.m.
Contra Costa • \$149/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, September 13, 2018 10:00 a.m.–3:30 p.m.
Shasta-Tehama • \$149/person for counties • 3 credits • Staff/Elected Officials

Friday, September 21, 2018 10:00 a.m.–3:30 p.m.
Tulare • \$149/person for counties • 3 credits • Staff/Elected Officials

Harnessing the power of purpose

Leadership by Values: Strategies for Success in Public Service 122

UPDATED! Understanding the relationship of values to decisions can be a helpful decision-making tool. Focusing on commonly held (although sometimes competing) values underlying difficult policy dilemmas can help leaders bridge differing perspectives—either while policies are being debated or after difficult decisions have been made and need to be explained. In addition, clearly articulated organizational values provide staff with important information on an organization's priorities. This course explores the role values play in both personal and organizational leadership, strategies to consider in modeling organizational values, and approaches to making and explaining difficult decisions.



Instructor: Dr. Rich Callahan is professor of management at the University of San Francisco.

Friday, October 5, 2018 10:00 a.m.–3:30 p.m.
Sacramento • \$149/person for counties • 3 credits • Staff/Elected Officials

JPA-Special Districts-MPO-LAFCo-COG-Cities-CSA: 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, November 2, 2018 10:00 a.m.–3:30 p.m.
Sacramento • \$149/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: Laree Kiely, Ph.D. is president and CEO of We Will, Inc. and professor at the USC Marshall School of Business.

Thursday, October 11, 2018 10:00 a.m.–3:30 p.m.
Shasta-Tehama • \$149/person for counties • 3 credits • Staff/Elected Officials

Friday, October 12, 2018 10:00 a.m.–3:30 p.m.
Orange • \$149/person for counties • 3 credits • Staff/Elected Officials

The 211 on social media 101 to avoid a communication 911

Mastering Social Media Basics 353

Confused about social media, which platforms are right for you, how to find time to manage it, what to post? This class 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 explore popular social media sites along with concrete tips, tools, apps and hands-on interaction that will help you become a social media Ninja (or at least have more confidence!). Valuable whether you're a newbie or seasoned practitioner you will go away with knowledge and techniques to implement immediately.

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

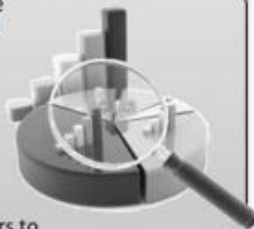
Thursday, August 16, 2018 10:00 a.m.–3:30 p.m.
Contra Costa • \$149/person for counties • 3 credits • Staff/Elected Officials

SPECIAL TWO-DAY INTENSIVE WORKSHOP

Measurement influences behavior and drives performance

Performance Measurement and Management: Accountability for Results 370

World-class public agencies recognize the critical role of performance management and measurement in helping define the strategy, public value and performance expectations of the organization as well as aligning individual and agency decision-making toward desired public value creation. They also help managers assign and use resources effectively. Because the public is demanding accountability and transparency from government, performance measurement is a leadership practice for county managers to better plan and manage outcomes and not just activities. The workshop focuses on designing effective and realistic performance measurement systems. Participants explore practical approaches, techniques and tools to create, implement and analyze measurements to improve county performance and better communicate outcomes to the community. Hands-on exercises examine criteria for measurement selection, with time for participants to develop balanced, outcome-based measures for their agencies.



Instructors: Laree Kiely, Ph.D. is president and CEO of We Will, Inc. and professor at the USC Marshall School of Business; Bill Chiat is Dean of CSAC Institute and former CEO of Napa County.

Thursday-Friday, December 13-14, 2018
 10:00 – 4:30 p.m. Thursday and 8:30 – 3:00 p.m. Friday
Sacramento • \$298/person for counties • 6 credits • Staff/Elected Officials

FINANCIAL MANAGEMENT SERIES

Take a series of classes to enhance competencies

- Financial Management: Debt & Investment of Public Funds – July 19
- State Budget 101: What Counties Need to Know – July 20
- GASB Financial Reporting Requirements – August 16
- Capital Improvement Planning and Funding – October 18
- County Budgeting & Financial Planning – October 19
- Unravelling Public Pensions and Retirement Benefits – October 25
- World Class Contract Management and Procurement – November 30



For experienced presenters wanting to 'up' their presentations

Polish Your Presentation: Advanced Practices in Communication 125

This intense class helps senior managers and elected officials better present their ideas with conviction, control and poise — and without fear. The course covers specific skills and advanced techniques for delivering professional presentations that get results. Participants examine their presentation style, learn to use tools to organize their presentation and communicate their thoughts, and handle difficult situations. A straightforward presentation model helps participants build their self-confidence and overcome the common mistakes which turn off audiences. Use of graphics and presentation tools are also examined. Through a lab, participants work on improving one of their own presentations.

Instructor: Bill Chiat is Dean of the CSAC Institute and an accomplished presenter with city, county and state governments.

Thursday, October 18, 2018 10:00 a.m.–3:30 p.m.
Contra Costa • \$149/person for counties • 3 credits • Staff/Elected Officials

Intentionality: Tying together activities to build performance

Purpose, Outcomes and Intentionality: Make Things Happen in Your Agency 113

We all have those nagging problems that lurk in the background, the ones you know you should tackle but never seem to have time. They are often the big hairy ugly ones we really don't want to tackle. Or worse, we've made them "unsolvable", working around rather than tackling them. This class provides a much needed break to really examine these issues. Participants take a step back to identify the roots of the issues, re-frame them as necessary, and then identify alternative strategies, reducing roadblocks, sequencing steps, identifying stakeholders and developing flexibility in getting to your goals. The class is about creating a mind-set for tackling problems and knowing whether you're making progress or not. Be prepared to be challenged, and encouraged to think in new ways.



Instructor: Mary Kirilin, DPA is a former professor and department chair in public policy at Sacramento State University.

Friday, October 19, 2018 10:00 a.m.–3:30 p.m.
Tulare • \$149/person for counties • 3 credits • Staff/Elected Officials

Friday, December 14, 2018 10:00 a.m.–3:30 p.m.
Orange • \$149/person for counties • 3 credits • Staff/Elected Officials

SPECIAL TWO-DAY INTENSIVE WORKSHOP*Context, structure and funding of realignment in California***Realignment 101: The Basics of 1991 and 2011 Realignments**

307

This two-day course examines the history and rationale for establishing it in 1991, why programs were included, what was learned, and the expansion to realignment in 2011 – all updated with program and funding changes through 2016. Participants first examine the establishment and programs of the 1991 realignment. Discussion details health and human services and mental health programs. Participants explore individual programs, how they work, funding and current status. The course examines the 2011 realignment – including AB 109 – with an emphasis on public safety programs. Details on the realigned programs, changes to 1991 realignment services, implementation, funding and how counties are implementing the 2011 realignment are all discussed. The second day features a detailed examination of fiscal issues: structure and allocation of local funds; flow of funds in human services, public safety, health, behavioral health, and other programs; forecasting and tracking realignment, VLF and Prop 172 funds; fund growth; and other fiscal issues.

Instructors: Diane Cummins, Special Advisor to the Governor on State and Local Realignment; Andrew Pease, Finance Director, San Diego County Health and Human Services Agency; and Robert Manchia, San Mateo County Human Services Agency.

Thursday - Friday, September 27-28, 2018

10:00 – 4:30 p.m. Thursday and 8:30 – 3:00 p.m. Friday

Sacramento • \$298/person for counties • 6 credits • Staff/Analysts

*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 and has worked in both executive and legislative branches on the budget; Jean Hurst is Principal with HBE Advocacy and long-time legislative advocate on local government finance.

Friday, July 20, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Managers/Executives

*Storytelling is one of life's most powerful skills***Storytelling and Other Leadership Practices in the Art of Persuasion**

378

Persuasion is interpreted 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 exercises the class explores elements of storytelling 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, September 14, 2018

10:00 a.m.–3:30 p.m.

Orange • \$149/person for counties • 3 credits • Staff/Elected Officials

*Better understand a major component of the county budget***Unraveling Public Employment****Pensions and Retirement Benefits**

365

Provides a policy overview of county retirement systems and examines other post employment benefits (OPEB) and their collective impact on county finances. It covers both PERS and 1937 Act programs, how they originated, the benefits, and how they are funded. Reporting requirements and county liabilities are part of the conversation. It unveils the mysteries of understanding costs and projections and explores options and case examples for funding, reforming and managing costs (including rate stabilization funds) of pension and OPEB systems. Other post-employment benefits and their impact on county finances. An emphasis is placed on recent reforms to state law and county retirement systems and how is affecting county policies and operations.



Instructor: John Bartel is president of Bartel Associates, LLC and brings over 35 years experience in pension and retiree healthcare consulting.

Thursday, October 25, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Staff/Elected Officials

*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.

Friday, November 30, 2018

10:00 a.m.–3:30 p.m.

Sacramento • \$149/person for counties • 3 credits • Staff/Elected Officials

COURSE SCHEDULE INDEX

Institute Courses by Topic

COURSE	LEADERSHIP COURSES	PAGE
113	Purpose, Outcomes and Intentionality: Make Things Happen	6
120	Art & Practice of Organizational Leadership	2
122	Leadership by Values: Strategies for success in Public Service	5
124	Leadership & Change: Practices to Move Organizations	5
125	Polish the Presentation: Advanced Practices	6
126	Engaging Employees for Success	3
129	Intergenerational Leadership	4
130	Communication with Influence	2
323	New Resiliency: Recover, Adapt and Sustain	1
324	New How to Be Human at Work	1
354	Customer Service in the Public Sector	3
360	Managing Conflict in Comfort	5
371	Building and Maintaining a Team Environment	2
377	Facilitation Practices: The Basics of Bringing People Together	3
378	Storytelling and Other Practices in the Art of Persuasion	7
	POLICY & GOVERNANCE COURSES	
116	County Budgeting and Financial Planning	2
117	Financial Management: Debt and Investment of Public Funds	3
150	Local Governance in California	5
151	Financing California Counties: A History	4
153	Labor Relations in Local Government	5
155	Capital Improvement Planning and Funding	2
307	Two-Day Workshop Realignment 101: 1991 and 2011	7
338	New IT Organizational Culture	5
346	IT Executive Cybersecurity	4
348	IT Focused Contracting	4
353	Mastering Social Media	6
364	GASB Financial Reporting Requirements	4
365	Unraveling Public Pensions and Retirement Benefits	7
369	County Financial Reporting for Nonfinancial Professionals	2
370	Two-Day Workshop Performance Measurement & Management	6
392	World Class Contracting, Contract Management and Procurement	7
396	State Budget 101: What Counties Need to Know	7
404	Emerging Issues Connected and Autonomous Vehicles	3



COST-EFFECTIVE SOLUTION FOR COUNTY SUCCESSION PLANNING AND EXECUTIVE DEVELOPMENT

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

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



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 operated by the California Counties Foundation (a 501(c)(3) charity) on behalf of the California State Association of Counties (CSAC). Nearly 6,000 county staff and elected officials have taken courses. The Institute is supported by CSAC, the California Counties Foundation, grants from organizations and foundations, and course registration fees.

Course Locations

Sacramento – Courses are held in downtown Sacramento at the Capital Event Center at the M.A.Y. Building, 1020 11th Street.

Contra Costa – Courses are hosted by Contra Costa County and held in Martinez at the Department of Child Support Services, Diablo Room, 50 Douglas Drive.

Tulare – Courses are hosted by Tulare County and held in Visalia at the Human Resources & Development Department building, 2500 W. Burrell Avenue.

Orange – Courses are hosted by Orange County and held in Santa Ana at the Orange County Waste & Recycling Department Community Room, 300 North Flower Street, Suite 400.

Shasta – Courses are hosted by Shasta and Tehama counties and held in Redding at the Best Western Hilltop Inn, 2300 Hilltop Drive.

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.

Fees – Course tuition includes instruction, materials, certificate and lunch. All county staff and officials are eligible for the special county rate of \$149/class day. Staff from county-partnered CBOs, CSAC Partners and Premier Members, and CSAC Affiliate Members are also eligible for this special reduced rate. Regular registration fee is \$351/class day.

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 10% with these options.

Cancellations and Substitutions – Substitutions may be made at no charge; substitutions are not allowed for individuals in a credential package. Registrations may be cancelled by logging into your account, e-mail or calling up to seven days in advance of the class. Refunds are subject to a \$20 handling fee. There are no refunds or credits for cancellations within seven days of a class or no-show the day of the class.

Contact Us

Institute Dean - Bill Chiat bchiat@counties.org

Institute Program Coordinator – Chastity Benson
cbenson@counties.org

Administrative Assistant – Olviya Vataman
ovataman@counties.org

916/327-7500

2019
CSAC Calendar of Events

DECEMBER 2018

18 – 19 CSAC Executive Committee Meeting | Embassy Suites, South San Francisco

JANUARY

1 New Year's Day
17 CSAC Executive Committee | Sacramento
21 Martin Luther King, Jr. Day
30 – 31 CSAC Premier Corporate Partner Forum | San Diego

FEBRUARY

14 CSAC Board of Directors Meeting | Sacramento
18 President's Day

MARCH

2 – 6 NACo Legislative Conference | Washington, D.C.
TBD Regional Meeting | TBD

APRIL

4 CSAC Executive Committee Meeting | Sacramento
24 – 25 CSAC Legislative Conference | Sacramento
25 CSAC Board of Directors Meeting | Sacramento

MAY

15 – 17 NACo WIR Conference | Spokane County, Washington
27 Memorial Day

JUNE

TBD Regional Meeting | TBD

JULY

4 Independence Day
11 – 15 NACo Annual Conference | Clark County, Las Vegas, Nevada

AUGUST

1 CSAC Executive Committee Meeting | Sacramento

SEPTEMBER

2 Labor Day
5 CSAC Board of Directors Meeting | Sacramento
TBD Regional Meeting | TBD

OCTOBER

2 – 4 CSAC Executive Committee Retreat | TBD
14 Columbus Day

NOVEMBER

11 Veterans' Day
28 Thanksgiving Day

DECEMBER

3 – 6 CSAC 125th Annual Meeting | Hilton, San Francisco
5 CSAC Board of Directors Meeting | San Francisco
18 – 20 CSAC Officers' Retreat | Napa County
25 Christmas Day

as of 11/10/18