



**Date:** 10 August 2018  
**To:** California County Supervisors-Elect and  
Newly Elected Supervisors  
**From:** Bill Chiat, Dean  
CSAC Institute for Excellence in County Government  
**Subject:** **2018 New County Supervisors Institute**



**Congratulations** on your election to the Board of Supervisors. Service as a Supervisor is a multifaceted and tremendous responsibility. Established in 2008, the CSAC Institute for Excellence in County Government provides executive development opportunities for County Supervisors. A hallmark seminar is the highly-acclaimed *New County Supervisors Institute*. Designed to help newly elected County Supervisors 'hit the ground running' the Institute is a comprehensive seminar focused on county governance and the responsibilities and obligations of supervisors. The first of the three sessions is this November in conjunction with CSAC's 124<sup>th</sup> Annual Meeting in San Diego.

Together the Institute and CSAC Annual Meeting will provide you with a solid overview of county governance, Supervisor responsibilities and current county issues. The New Supervisors Institute is also the opportunity to build a valuable, lasting network with fellow Supervisors from around the state.

The first session is Sunday (3:00 pm) to Tuesday, November 25-27 in San Diego at the Marriott Marquis hotel. Subsequent sessions are set for February 21-22 and July 18-19, 2019 in Sacramento. The attached information provides an overview of the content. Overall, the Institute provides 36 hours of interaction on issues and best practices of critical interest to new supervisors.

You are also welcomed and encouraged to attend any of the upcoming professional development classes from CSAC Institute. They are designed for county elected officials and senior executives, with a focus on county policy, governance and leadership. A schedule of courses is available at [www.csacinstitute.org](http://www.csacinstitute.org).

California Government Code provides for the training and education of Supervisors-elect and allows your county to pay the costs of the New Supervisors Institute and CSAC Institute courses, even though you have not yet taken office. Your Clerk of the Board or County Executive can assist you with registration and hotel reservations. For questions on the New Supervisors Institute and other courses available from CSAC Institute please feel free to contact me at [bchiat@counties.org](mailto:bchiat@counties.org).

**Comments from Past  
Institute Participants**

*"Couldn't imagine beginning as a supervisor without this training. Thank you."*

*"Even with prior board and administrative experience your program and information were great: spot on, timely and very appropriate."*

*"I recommend New Supervisors Institute to all newly elected supervisors. More need to attend -- they don't know how much they are missing."*

*"Best part is the networking with colleagues, hearing issues and solutions from other counties."*