

CALIFORNIA STATE ASSOCIATION OF COUNTIES
BOARD OF DIRECTORS
Thursday, May 15, 2014
12:30pm - 4:00pm
CSAC Conference Center, Sacramento, CA

A G E N D A

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

Presiding: John Gioia, President

12:30pm ***BUFFET LUNCH***

1:10pm ***PROCEDURAL ITEMS***

1. Roll Call Page 1
2. Approval of Minutes of February 20, 2014 Page 3

- 1:15pm ***SPECIAL PRESENTATIONS***
3. Marty Dettelbach, Coast2Coast Rx
▪ *Matt Cate, CSAC Executive Director*
4. Governor's May Revision of the 2014-15 State Budget
▪ *Michael Cohen, Director, State Department of Finance*
5. CSAC Report on the Governor's May Revision Page 7
▪ *DeAnn Baker & CSAC Advocacy staff*
6. CSAC Finance Corporation Report Page 12
▪ *Nancy Parrish, Finance Corp. Executive Director*
▪ *Matt Cate, CSAC Executive Director*
7. Institute for Local Government (ILG) Update Page 13
▪ *Supervisor Greg Cox, ILG Board President*

- 2:30pm ***ACTION ITEMS***
8. CSAC Policy Committee Reports
Housing, Land Use & Transportation Page 17
▪ *Supervisor Phil Serna, Chair*
▪ *Kiana Buss, CSAC staff*

- Health & Human Services Page 18
▪ *Supervisor Kathy Long, Chair*
▪ *Kelly Brooks Lindsey & Farrah McDaid Ting, CSAC staff*

- Government Finance & Operations Page 19
▪ *Supervisor Bruce Gibson, Chair*
▪ *Jean Hurst & Faith Conley, CSAC staff*

- Agriculture, Environment & Natural Resources Page 20
▪ *Supervisor Linda Seifert, Chair*
▪ *Karen Keene & Cara Martinson, CSAC staff*

- Administration of Justice Page 21
▪ *Supervisor Federal Glover, Chair*
▪ *Elizabeth Howard Espinosa, CSAC staff*

3:00pm **ACTION ITEMS (cont.)**

9. Consideration of Proposed CSAC Budget for FY 2014-15 Page 22
- *Matt Cate, CSAC Executive Director*
 - *Supervisor Kim Vann, CSAC Treasurer*

10. Consideration of Proposed Litigation Coordination Program Page 27
Budget for FY 2014-15
- *Jennifer Henning, County Counsel's Assoc. Executive Director*

3:30pm **INFORMATION ITEMS**

11. Realignment Allocation Committee (RAC) Update Page 33
- *David Twa, CAOAC President*
 - *Elizabeth Howard Espinosa, CSAC staff*

12. CSAC Corporate Partners Update Page 34
- *Jim Manker, CSAC staff*

13. Informational Reports without Presentation Page 44
- ❖ CSAC Litigation Coordination Program Report
 - ❖ CSAC Institute for Excellence in County Government

4:00pm **ADJOURN**

CALIFORNIA STATE ASSOCIATION OF COUNTIES
Board of Directors
2014

<u>Section</u>	<u>County</u>	<u>Director</u>
U	Alameda County	Keith Carson
R	Alpine County	Terry Woodrow
R	Amador County	Louis Boitano
S	Butte County	Maureen Kirk
R	Calaveras County	Merita Callaway
R	Colusa County	Kim Dolbow Vann
U	Contra Costa County	Federal Glover
R	Del Norte County	Michael Sullivan
R	El Dorado County	Norma Santiago
S	Fresno County	Henry Perea
R	Glenn County	John Viegas
R	Humboldt County	Virginia Bass
S	Imperial County	Ryan Kelley
R	Inyo County	Jeff Griffiths
S	Kern County	Leticia Perez
R	Kings County	Doug Verboon
R	Lake County	Anthony Farrington
R	Lassen County	Jim Chapman
U	Los Angeles County	Don Knabe
R	Madera County	Max Rodriguez
S	Marin County	Susan Adams
R	Mariposa County	John Carrier
R	Mendocino County	Carre Brown
S	Merced County	Hubert "Hub" Walsh
R	Modoc County	Jim Wills
R	Mono County	Larry Johnston
S	Monterey County	Fernando Armenta
S	Napa County	Brad Wagenknecht
R	Nevada County	Ed Scofield
U	Orange County	John Moorlach
S	Placer County	Jim Holmes
R	Plumas County	Jon Kennedy
U	Riverside County	John Tavaglione

U	Sacramento County	Susan Peters
R	San Benito County	Margie Barrios
U	San Bernardino County	Josie Gonzales
U	San Diego County	Greg Cox
U	San Francisco City & County	Eric Mar
S	San Joaquin County	Bob Elliott
S	San Luis Obispo County	Bruce Gibson
U	San Mateo County	Carole Groom
S	Santa Barbara County	Doreen Farr
U	Santa Clara County	Ken Yeager
S	Santa Cruz County	Bruce McPherson
S	Shasta County	Leonard Moty
R	Sierra County	Lee Adams
R	Siskiyou County	Ed Valenzuela
S	Solano County	Linda Seifert
S	Sonoma County	Efren Carrillo
S	Stanislaus County	Vito Chiesa
R	Sutter County	Larry Munger
R	Tehama County	Robert Williams
R	Trinity County	Judy Pflueger
S	Tulare County	Steve Worthley
R	Tuolumne County	Evan Royce
U	Ventura County	Kathy Long
S	Yolo County	Matt Rexroad
R	Yuba County	Roger Abe

President: John Gioia, Contra Costa
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 Second Vice President: Richard Forster, Amador
 Immed. Past President: David Finigan, Del Norte

SECTION: U=Urban S=Suburban R=Rural

CALIFORNIA STATE ASSOCIATION OF COUNTIES
 BOARD OF DIRECTORS
 February 20, 2014
 CSAC Conference Center, Sacramento, CA

M I N U T E S

Presiding: David Finigan, President

1. ROLL CALL

Alameda	Keith Carson	Placer	Jim Holmes
Alpine	Terry Woodrow	Plumas	Jon Kennedy
Amador	Forster/Boitano	Riverside	John Tavaglione
Butte	Maureen Kirk	Sacramento	Susan Peters
Calaveras	Merita Callaway	San Benito	Margie Barrios (audio)
Colusa	Kim Dolbow Vann	San Bernardino	Josie Gonzales
Contra Costa	Gioia/Glover	San Diego	Greg Cox
Del Norte	Finigan/Sullivan	San Francisco	absent
El Dorado	Norma Santiago	San Joaquin	Bob Elliott (audio)
Fresno	Henry Perea	San Luis Obispo	Bruce Gibson (audio)
Glenn	John Viegas	San Mateo	Carole Groom
Humboldt	Virginia Bass (audio)	Santa Barbara	absent
Imperial	absent	Santa Clara	Ken Yeager
Inyo	Jeff Griffiths (audio)	Santa Cruz	absent
Kern	absent	Shasta	Leonard Moty
Kings	Doug Verboon (audio)	Sierra	Lee Adams
Lake	absent	Siskiyou	Ed Valenzuela
Lassen	Jim Chapman (audio)	Solano	Linda Seifert
Los Angeles	absent	Sonoma	Efren Carrillo
Madera	absent	Stanislaus	Vito Chiesa
Marin	Susan Adams	Sutter	absent
Mariposa	John Carrier	Tehama	Robert Williams
Mendocino	Carre Brown (audio)	Trinity	Judy Morris
Merced	Hub Walsh (audio)	Tulare	Steve Worthley
Modoc	Jim Wills (audio)	Tuolumne	Evan Royce
Mono	absent	Ventura	Kathy Long (audio)
Monterey	Fernando Armenta	Yolo	absent
Napa	Brad Wagenknecht	Yuba	Andy Vasquez
Nevada	Ed Scofield	Advisors:	David Twa and James Fincher
Orange	John Moorlach (audio)		

The presence of a quorum was noted.

2. APPROVAL OF MINUTES

The minutes of November 21, 2013 were amended to reflect that Supervisor Seifert from Solano County was present at the meeting. Minutes approved as amended.

3. MAP 21 REAUTHORIZATION PRIORITIES

The Moving Ahead for Progress in the 21st Century Act (MAP 21), the federal surface transportation funding measure, is set to expire on September 30, 2014. The Act provided for a major overhaul of transportation programs, consolidating over 100 individual programs into five core programs and increasing the eligibility and flexibility for expenditure of funds within each program. California's counties have remained whole in terms of access to federal funds since MAP 21's enactment. CSAC staff, working closely with the County Engineers Association of California, developed draft Map 21 Reauthorization Priorities for use in federal advocacy efforts which were contained in the briefing materials. Several CSAC policy and fiscal priorities remain, and the hope is they will be advanced during the next reauthorization.

An updated draft was distributed to the Board of Directors. It was noted that one of the provisions in MAP 21 calls for converting carpool lanes to toll roads within 180 days if speeds are below 45 mph. This provision is of particular concern to Orange County. Staff recommended that the Board of Directors approve CSAC's draft MAP 21 Reauthorization Priorities as presented.

Motion by Supervisor Carrillo and seconded by Supervisor Boitano to approve the draft MAP 21 Reauthorization Principles. Supervisor Moorlach voted 'no.' Motion carried.

4. CSAC AGRICULTURE, ENVIRONMENT & NATURAL RESOURCES COMMITTEE REPORT

Supervisor Linda Seifert, Chair of the CSAC Agriculture, Environment & Natural Resources policy committee, presented a report from the February 13 meeting. One action item was brought forward for consideration by the Board of Directors to approve draft policy statements on medical marijuana for inclusion in the CSAC County Platform. The intent of the policy statements would be to provide staff with additional guidance on how to respond to related legislative and budget proposals.

Motion and second to approve the proposed CSAC Medical Marijuana Policy as presented. Motion carried unanimously.

5. STATE AND FEDERAL LEGISLATIVE PRIORITIES FOR 2014

Staff outlined the draft State and Federal Advocacy Priorities as contained in the briefing materials. Staff was directed to add "carbon sequestration" to the list of items that local cap and trade funds would be used for.

Motion by Supervisor Adams and seconded by Supervisor Worthley to approve the draft 2014 CSAC State and Federal Advocacy Priorities as amended to include "carbon sequestration." Motion carried unanimously.

6. PROPOSITION 41

Staff requested that the Board of Directors take a 'support' position on Proposition 41, a June 2014 ballot measure that would enact the Veterans Housing and Homeless Prevention Bond Act of 2014. The recommendation is consistent with CSAC's existing policy related to affordable housing and veterans affairs.

Motion by Supervisor Peters and seconded by Supervisor Worthley to adopt a 'support' position on Proposition 41. Motion carried unanimously.

Staff was directed to arrange for the Secretary of Veterans Affairs to address the Board of Directors at a future meeting.

7. CSAC FINANCE CORPORATION REPORT
Last year the CSAC Finance Corporation expanded its offerings to include two new program partners; Medcor and ExtendHealth. Medcor provides onsite health clinics for county employees, and ExtendHealth offers Medicare eligible retirees a wide array of health places to choose from at significantly lower costs than they currently pay to participate in county employee group plans. The CalTRUST investment pool continued to grow and assets are now in excess of \$1.7 billion. The California Statewide Communities Development Authority (CSCDA) continues to benefit California counties by financing public housing and healthcare facilities throughout the state. The US Communities purchasing program includes over 30 contracts leveraging the buying power of over 90,000 governmental agencies across the nation. Coast2Coast Rx's prescription drug card is currently endorsed in 26 California counties.
8. REPORT ON STATE PRISON OVERCROWDING COURT CASE
Martin Hoshino, Undersecretary of the California Department of Corrections and Rehabilitation, provided the Board of Directors with an update on the final federal court action related to the State Prison overcrowding case. The court granted the state's request for an additional two-year extension to meet the court's August 2009 order to bring the prison population down to 137.5% of design capacity, to about 110,000 inmates. Specific elements of the court order were contained in the briefing materials. In addition, the order assumes the state will abide by its previous commitment not to appeal the order or any subsequent order necessary to carry out implementation of the state's compliance plan.
9. REALIGNMENT ALLOCATION COMMITTEE REPORT
David Twa, CAOAC President, reported that the Realignment Allocation Committee (RAC) is presently focused on developing an AB 109 allocation formula that would become effective July 1, 2014. The briefing materials contained the committee's work plan and general principles guiding its work.
10. CSAC LITIGATION COORDINATION PROGRAM REPORT
Jennifer Henning, Executive Director of the County Counsels Association, outlined the purpose of the CSAC Litigation Coordination Program which began 27 years ago. The program does amicus work and coordinates lawsuits among counties. It has proven to be a cost-effective method to defend counties by pooling resources.
11. CSAC CORPORATE PARTNERSHIP REPORT
The CSAC Corporate Partnership Program was recently revamped and a third level was added. There is a premier level which is \$25,000 per year; an executive level at \$15,000 per year; and an associate level at \$3,000. Staff reported that there are currently 43 members in the program. One of the new features of the program is to hold regional forums throughout the state. Three have been planned this year in San Francisco, Shasta County and Fresno. Details will be distributed when they become available.
12. UPDATE ON AB 60: LICENSES FOR UNDOCUMENTED DRIVERS
Mike McGowan, Deputy Director for Strategic Planning and Policy for the California Department of Motor Vehicles (DMV), discussed outreach efforts currently underway to implement AB 60, which requires DMV to issue driver licenses to undocumented persons. He was joined by Lisette Mota with DMV. McGowan noted that there are currently 28 million licensed drivers in California and that number is expected to greatly increase with the passage of AB 60. He also noted that law enforcement agencies will be prohibited from using the driver license for criminal investigation, arrest or detention based on immigration status.
13. OTHER ITEMS
Karen Pank, Executive Director of the Chief Probation Officers of California, was presented with a Circle of Service award for her role in working with the state on public safety realignment.

Bob Fletcher with Vanir Construction Management, addressed the Board of Directors and outlined the services his company provides to counties.

Supervisor Greg Cox thanked JoAnne Speers for her service as Executive Director of the Institute for Local Government (ILG). She will be retiring later this year. He also urged all counties to support AB 1873, recently introduced by Assembly Member Gonzalez. The bill allows for all mail ballots.

Meeting adjourned.



April 28, 2014

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To: County Boards of Supervisors
County Administrative Officers
County Legislative Coordinators

From: Matt Cate, CSAC Executive Director
DeAnn Baker, CSAC Legislative Director

RE: CSAC 2014-15 Budget Advocacy Strategy

As we await the Governor's May Revision – scheduled for release on May 14 – which will reveal any additional revenue growth since the January budget proposal, CSAC is launching a targeted advocacy strategy focusing on specific requests: additional funding for public safety realignment and related services as well as an accelerated repayment of mandates. The purpose of this memo is to briefly outline the details behind each of our "asks" and prepare you for the anticipated steps ahead. In the coming weeks, we will be calling on supervisors, county administrative officers, our affiliates and other coalition partners to help advance these requests and, we hope, bring home meaningful and substantive budget wins to meet counties' priority needs.

CSAC's officers and I met with Governor Brown along with his principal policy and fiscal staff earlier this month to outline our requests. The meeting was both positive and productive. We began by recognizing the mutual value and benefits of the strong partnership CSAC and our member counties have forged with the Governor and his Administration – a partnership that has helped the state stabilize its fiscal health, profoundly reshaped the criminal justice system, and created a national model for implementation of federal health care reform. We thanked the Governor for his thoughtful and balanced budget proposal, particularly acknowledging additional funding commitments to counties that seek to fulfill the promise of reforms already underway – 2011 public safety realignment chief among them.

We outlined for the Governor three specific additional investments we hope he will endorse as his own – ideally as part of the May Revision proposal. The requests are crafted with care and prudence, keeping in mind that counties benefit from the state's sustained fiscal stability.

First, we are requesting a single-year expenditure of \$87 million in General Fund resources to smooth AB 109 programmatic funding that is expected to temporarily dip in 2014-15. In addition, we are seeking on counties' behalf the dedication of \$100 million to support a flexible grant program targeted at reducing recidivism and keeping prison admissions in check. Resources could fund a range of services and interventions from mental health crisis teams and wrap-around services to housing and employment assistance. Finally, we are seeking the acceleration of payment of pre-2004 mandate claims, which will help the state tackle the "Wall of Debt" more quickly and return general purpose revenue to counties.

The attached budget fact sheets outline more specifics associated with these requests. We are developing additional materials and strategy documents that will guide our advocacy efforts following the release of the May Revision. We know we can count on you for your support and engagement on this effort. Please anticipate additional information and assignments in the coming weeks – your involvement with your legislative delegation and local advocacy efforts will be critical to our success.



AB 109 FUNDING AND RECIDIVISM REDUCTION SERVICES

2014-15 BUDGET FACT SHEET

Prepared by the California State Association of Counties

PURPOSE

To maintain AB 109 programmatic funding stability in 2014-15 and make targeted service investments aimed at reducing recidivism and decreasing prison admissions.

BACKGROUND

The Governor's 2014-15 budget proposal makes a number of important funding commitments in support of the successful management of criminal justice system responsibilities transferred to counties in 2011. The budget recommends several key policy changes and, notably, contains a proposed \$500 million in additional lease revenue bonds to expand counties' capacity to improve jail facilities and design vital programming and treatment space.

However, counties are facing a one-time, temporary drop in funding to support implementation of AB 109. When the state estimated workload associated with AB 109 implementation, it modeled the shift in criminal justice population to counties. The two largest components are (1) the offenders who now serve time for lower-level felonies in county jail and (2) those who are supervised on post-release community supervision (PRCS) by county probation departments following release from state prison. The latter cohort was expected to diminish in the fourth year of implementation (2014-15), and the state assumed a commensurate drop in funding. It now appears, however, that counties are seeing a flattening¹ – but not a significant drop – in the PRCS population. The table below details anticipated funding to be received by counties in this and next fiscal year.

AB 109 Funding (Actual/estimated cash received by fiscal year)

<i>In millions</i>	2013-14	2014-15	Difference
AB 109 programmatic funding	998.9	934.1	(64.8)
AB 109 growth	86.7 *	64.3 **	(22.4)
Total	\$1,085.6	998.4	(87.2)

* Actual; ** Estimate

Counties are at a critical stage in building long-term programming and supervision capacity at the local level. For a relatively small investment (\$87 million), the state can smooth the temporary gap and sustain funding levels to ensure programmatic stability into next fiscal year. Without this one-time infusion of funds, counties will be forced to reduce budgets and make cuts to the core services and interventions needed to produce improved offender outcomes and community reintegration.

¹ <http://www.cpoc.org/assets/Realignment/dashboard.swf>: Most recent CPOC data show that PRCS releases remain higher than anticipated; monthly numbers for the last quarter available (Quarter 1, 2013-14) indicate the population being released from prison is running between 103% and 114% higher than estimates.

INVESTMENT IN RECIDIVISM REDUCTION SERVICES

Further, CSAC is advocating for an additional \$100 million to build upon early intervention and prevention efforts aimed at reducing recidivism and decreasing prison admissions. Interventions and services could include mental health, substance use disorder treatment, job training/employment and/or housing. Funds could be used for both in-custody and community-based treatment. Residential substance use disorder treatment would be an allowable use of funds.

Flexible state grant funding would allow counties to build upon existing successful models to combat recidivism while addressing state and local needs – whether the need is clinicians partnering with city police and county sheriffs, building or acquiring housing in the community to support offenders and persons with mental illness, subsidizing employment programs, or creating on-the-job-training and apprenticeship programs. Targeted state investments and accountability controls could assist the state and counties in reducing recidivism and achieving the state's prison population reduction goals.

PROPOSED SOLUTION

The state and counties mutually benefit from a stable, sustainable, and successful implementation of 2011 public safety realignment. The proposed 2014-15 solution contains two elements – first, to provide one-time funding to avoid the temporary drop in AB 109 programmatic funding and, secondly, to supplement existing funding to bolster vital services in support of the reducing recidivism and decreasing prison admissions. CSAC recommends \$187 million in investments will permit expansion of local behavioral health services, housing assistance and employment services.

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Existing Funding Source	Description	Gaps/Prohibitions
Mental Health Services Act (MHSA)	Voter-approved initiative to expand mental health services to children, youth, adults and older adults who have severe mental illnesses or severe mental health disorders and whose service needs are not being met through other funding sources. Services are established through a local stakeholder process.	MHSA funds are prohibited from being used in a jail or prison and from being spent on services to parolees.
Medi-Cal	California provided Medi-Cal "specialty" mental health services under a waiver that includes outpatient specialty mental health services and psychiatric inpatient hospital services. Individuals who qualify for these services have "severe and persistent" mental illness and specific diagnosis. Individuals with mild to moderate mental health issues can get services through their Medi-Cal managed care plan (counseling, psychiatry, medications).	Medi-Cal funds cannot be used within a locked institution – county jail or institutions for mental disease (IMD). The IMD exclusion is making creation of residential treatment for substance use disorder treatment difficult in California and will require a federal waiver.
Mental Health Wellness Act of 2013 (SB 82, Chapter 34, Statutes of 2013)	Provides: <ul style="list-style-type: none"> ▪ Crisis Residential Treatment beds - \$125 million one-time GF to provide grants to expand existing capacity by at least 2,000 crisis residential treatment beds over two years. ▪ Mobile Crisis Teams. \$2.5 million (\$2 million GF and \$500,000 state MHSA) to purchase vehicles to be used for mobile crisis teams and \$6.8 million ongoing (\$4 million state MHSA and \$2.8 million federal funds) to support crisis team personnel. ▪ Crisis Stabilization Units. \$15 million one-time GF to provide grants to increase the number of crisis stabilization units. ▪ Triage Personnel. \$32 million state MHSA funds and \$22 million federal funds to add 600 mental health triage personnel in select rural, urban and suburban regions. 47 grant applications were received and 22 counties were awarded grant funding. 	\$76.5 million of the \$142.5 million available is being awarded, primarily for crisis stabilization and mobile crisis vehicles. There will likely be a second round of funding as soon as the first round is disbursed. After the first round of funding, there are no funds left for Los Angeles to receive any additional funds. Not all counties applying for grant awards received them. Many small counties were not awarded grants in the first round.
Mentally Ill Offender Crime Reduction (MIOCR) grant programs*	Originally established in 1998 via a collaborative effort between county mental health directors and elected county sheriffs (SB 1485, Chapter 501, Statutes of 1998), the MIOCR grant program was designed to assist counties in treating and supervising a burgeoning mentally ill offender population. The MIOCR grant program was developed to deliver targeted community mental health services to this population both in custody and/or after incarceration. To ensure effectiveness, participating counties were required to collect and report common data elements, including intake numbers, intervention strategies, and outcome data.	*More than 40 counties participated in the competitive grant program until funding was eliminated in the 2008-09 Budget Act due to the Great Recession.
AB 109	Counties receive AB 109 funding as a block grant; the implementation plan developed by the Community Corrections Partnership (CCP) and the budget appropriations subsequently made by the board of supervisors guide specific local investments.	The funding can be used very broadly to address housing, supervision, treatment, and other supportive services needs of the realigned population. Indeed, AB 109 funds can legitimately be used to develop systems and services in support of the entire adult criminal justice population at the local level.



MANDATE REIMBURSEMENTS

2014-15 BUDGET FACT SHEET

Prepared by the California State Association of Counties

PURPOSE

To take the first steps toward a more reasonable relationship between the local government and the state regarding reimbursable mandates by paying down mandate reimbursements associated with pre-2004 claims.

BACKGROUND

Counties greatly appreciate the Governor's recognition of the pre-2004 mandate reimbursements in the so-called "Wall of Debt" and the proposed plan to begin repayment of those obligations over 2015-16 (\$748 million) and 2016-17 (\$152 million). Of this \$900 million owed to local agencies (counties, cities, and special districts), more than 60% is owed to counties for mandated services performed prior to 2004.

Counties have been carrying these debts on the books since 2002, when the Davis Administration appropriated only \$1000 for each reimbursable mandate. The original repayment plan called for the state to fully repay the debt annually over five years. The Legislature then extended the repayment plan to 15 years, with an end date of 2020-21. However, annual payments, for the most part, have been suspended ever since.

This obligation represents just one of many long-standing frustrations associated with the mandates process. In order to proceed to a more reasonable approach to dealing with mandated costs, it would be helpful to embark on a good faith effort to eliminate this debt from the state's Wall of Debt obligation.

PROPOSED SOLUTION

CSAC urges the Administration and the Legislature to consider establishing a payment plan that starts in 2014-15. Even a small down payment on this debt would serve to reduce the final amount of the obligation (the state's unpaid obligation for mandates grows on an annual basis) and begin to return general purpose revenue to counties at a time when counties have taken on significant new responsibilities from the state.

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CALIFORNIA STATE ASSOCIATION OF COUNTIES
FINANCE CORPORATION

May 15, 2014

To: CSAC Board of Directors
From: Nancy Parrish, Executive Director, CSAC Finance Corporation
RE: **Finance Corporation Program Update**

The CalTRUST Board of Trustees and the CSAC Finance Corporation held their Annual Meetings April 23 – 25 in Riverside County. Below are some highlights from those meetings.

- The CalTRUST program achieved its goal of hitting \$2 billion in assets for the first time in mid April. This represents a 100% increase in total assets in just under 16 months.
- Our onsite employee medical clinic program that was launched late last fall has made tremendous inroads in a number of counties and was approved by the Kings County Board last month. Their clinic is scheduled to open this August.
- Nationwide Retirement Solutions is in negotiations with Los Angeles County to add a plan for temporary and seasonal employees. The proposed plan will offer significantly better returns to participants and reduced cost to the County and represents major acquisition for the program.
- CSCDA has released a bid for its Program Administrator and expects to make a selection early this fall
- U.S. Communities Cooperative Purchasing usage grew 20% among California Counties in 2013. We will be increasing our marketing efforts this year and expect to see even more growth this year.



INSTITUTE FOR LOCAL GOVERNMENTSM

Update on Activities

May 2014

BOARD OF DIRECTORS

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California State Association of Counties Liaison
and First District Supervisor, San Diego

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Special Projects Media Consultant
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Southern California Liaison

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President

Municipal Management Association of

Southern California Liaison

Brett Channing

Assistant to the City Manager
City of El Cajon

General

- **ILG February Board Meeting:** ILG's board met on February 28, 2014. The meeting focused on ILG's public engagement program. Board members provided suggestions and strategic direction on the program. They also reflected on the implications of Jonathan Haidt's book *The Righteous Mind: Why Good People are Divided by Politics and Religion* for those in public service. Other topics included: general program updates, an update on the board goal of "Increasing Familiarity with and Use of ILG Resources," a discussion of potential partnerships (League strategic goal 3) and a summary of fundraising efforts.

The next ILG board meeting will take place on May 30th in Sacramento.

- **Staffing Update.** The Institute has a new chief executive! Beginning May 12, Martin Gonzalez will lead the Institute into its next chapter of service to local officials and the communities they serve. Martin brings a wonderful background to this task, including a distinguished and responsible tenure with the California School Boards Association (1999 to present), state agencies and the Legislature. Martin holds a bachelor's degree in political science, a masters degree in history from U.C. Santa Barbara, and a law degree from U.C. Berkeley.

Martin succeeds JoAnne Speers in this role. JoAnne announced her desire to pursue a different career direction in late 2013. That new direction will include teaching at the University of San Francisco's School of Management and other pursuits. JoAnne expresses her deep appreciation to the CSAC board for its support of the Institute over the past years.

Supporting CSAC Member Outreach and Education Efforts

- **County Engineers Association of California Conference.** ILG organized a session on partnerships and "complete streets" (streets that serve the needs of pedestrians, bicyclists and motor vehicles) and also participated in a session on recycling and infrastructure financing.

Promoting Good Government at the Local Level

- **Public Engagement in Budgeting Webinar.** ILG hosted a free webinar on public engagement in budgeting in early March for local officials. Fifty-two individuals participated. A majority of the attendees agreed that the webinar helped them understand how local agencies could support community involvement in budgeting. The webinar recording and presentation slides are available online at www.ca-ilg.org/post/how-ensure-your-budget-meets-your-communitys-needs-3.

Highlighting the Good Work Being Done at the Local Level

- **Beacon Program Adds More Participants.** As of late March, 56 counties and cities are demonstrating their leadership in sustainability, saving energy and reducing greenhouse gas emissions by participating in ILG's Beacon Award program. We anticipate several more participants in the next few months, including Sacramento County.
- **Green California Summit.** ILG organized several sessions for this event in April. The sessions showcased local agency efforts to achieve energy savings and greenhouse gas reductions, options to expand recycling infrastructure and in climate planning. Attendees included approximately 70 percent local agency officials, 20 percent state agency officials and the balance were from non-profit and other kinds of organizations.

Sacramento County Story

Like many California counties, Sacramento County had many sustainability programs in place, but many people (including county employees) were unfamiliar with them.

To obtain a baseline on sustainability efforts throughout the county, the county adapted ILG's best practices framework (www.ca-ilg.org/sustainability-best-practices-framework) into a checklist. They distributed the checklist to each department and received 18 responses (nine from traditional departments, five municipal services and four internal service departments). They then compiled all of this information into a spreadsheet to identify the saturation and completion levels of each task; this was helpful in determining which tasks were second nature to county staff (recycling and waste reduction) and identifying areas for improvement.

As a result, ILG and Sacramento County have established a collaborative and mutually beneficial relationship. In April, Sacramento County spoke about the importance of ILG's Sustainability Best Practice Framework as a tool to help local agencies evaluate sustainability measures at the Green California Summit. The County's approach to sustainability is also being highlighted at an ILG organized session at the American Planning Association national conference, which includes a panelist from California's state agency Strategic Growth Council.

A resolution to participate in ILG's Beacon Award Program is on the consent calendar for Sacramento County's May 13, 2014 board meeting.

New ILG Materials and Tools

Since the last board meeting, ILG has produced the following publications and tools for local agency use:

- **Budgeting.** It's budgeting season, of course. The online newsletter for local agencies, public CEO, picked up an article ILG wrote highlighting the free budgeting tools ILG offers. (www.publicceo.com/2014/04/free-tools-to-help-with-the-city-budget-process/).
- **On Leadership and Innovation.** Following up on the discussion about innovation at the local level at a recent ILG board meeting, ILG brain trust member Frank Benest wrote an article on smart risk taking and innovation for ILG (<http://www.ca-ilg.org/StiflingInnovation>). This article was distributed to county officials through the CSAC blog in March.
- **Economic Development.** ILG has two new publications on economic development. One focusing on "Engaging the Public in Economic Development" (www.ca-ilg.org/EngagingPublicEconomicDevelopment) and one focusing on the sustainability benefits of economic development "Prosperity that Lasts: Building Economically Sustainable Communities" (www.ca-ilg.org/EconomicBenefitsofSustainability).
- **Healthy Neighborhoods.** ILG updated the online resource center on planning healthy neighborhoods (www.ca-ilg.org/online-guide-planning-healthy-neighborhoods).
- **Ethnic Media.** ILG organized a session for the annual meeting of public information officials on working effectively with ethnic media to reach diverse audiences in April. In conjunction with this session ILG staff produced a new tip sheet on working with ethnic media (www.ca-ilg.org/EthnicMediaInfographic).
- **Public Engagement and Technology.** ILG organized a session on public engagement and technology for the International Association of Public Engagement Practitioners (IAP2) on April 24th. This coincided with the launch of ILG's new resources on public engagement and technology (which are available at www.ca-ilg.org/public-engagement-technology).



The Cities-Counties-Schools Partnership is dedicated to improving the conditions of children, families and communities at the local level by promoting and encouraging coordination, integration and increased efficiency of local services and joint facilities use among cities, counties and schools in all California communities.

The CCS partnership is a collaborative effort among the League, the California State Association of Counties and the California School Boards Association. The Institute for Local Government staffs the CCS Partnership.

- **Online Community Schools Partnerships Toolkit Receives Widespread Attention.** The CCS Partnership developed an online toolkit to help local officials explore opportunities to create customized partnerships, or community schools, in service to a community's children and families. The toolkit is receiving widespread attention, both in California and nationally, and has been included in several newsletters or websites related to children and family services. CSAC shared information about the toolkit with its members through its weekly CSAC Bulletin. The toolkit is available at: www.ccspartnership.org/resources/community-schools-partnerships/.

Community schools partnerships are strategies and programs to improve outcomes for children, families and the greater community through enhanced access to services and support from non-profits, businesses, social service organizations and government agencies. CCS is grateful to Kaiser Permanente, United Way of the Bay Area and the Stuart Foundation for their support of this effort, as well as, of course, CSAC, the League of California Cities and the California Schools Boards Association.

- **CCS Board Meeting.** The last CCS board meeting was May 2. In addition to general administrative matters, the key focus of the meeting was funding of programs for children. The board also discussed issues related to positive youth justice initiatives with a speaker from the Sierra Health Foundation.

CSAC's representatives on the CCS board of directors are:

- Matt Cate, Executive Director, CSAC
- Dave Cortese, Supervisor, Santa Clara County
- John Gioia, President, CSAC and Supervisor, Contra Costa County
- Don Saylor, Supervisor, Yolo County
- Brad Wagenknecht, Supervisor, Napa County

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Housing, Land Use & Transportation Policy Committee
2014 CSAC Legislative Conference
Thursday, May 15, 2014 ■ 9:00 a.m. to 11:00 a.m.
Hyatt Regency Sacramento ■ Regency Ballroom E - F
Sacramento ■ California

AGENDA

Chair, Supervisor Phil Serna, Sacramento County
Vice Chair, Supervisor Susan Adams, Marin County

- 9:00 a.m. I. **Welcome, Introductions & Approval of the Agenda**
Chair, Supervisor Phil Serna, Sacramento County
Vice Chair, Supervisor Susan Adams, Marin County
- 9:10 a.m. II. **Statewide Housing Policy Update**
Anna Caballero, Secretary, Business, Consumer Services, and Housing Agency
- 9:30 a.m. III. **CSAC Indian Gaming Working Group Update**
Kiana Buss, CSAC Legislative Representative
Chris Lee, CSAC Legislative Analyst
- 9:50 a.m. IV. **Strategic Growth Council & Governor's Office of Planning and Research**
Mike McCoy, Executive Director, Strategic Growth Council
Ken Alex, Director, Governor's Office of Planning and Research
- 10:20 a.m. V. **Transportation Financing Update**
 - California Transportation Infrastructure Priorities Working Group/ State Smart Transportation Initiative
 - Mileage Based Road User Fee/ SB 1077 (DeSaulnier)
Kiana Buss, CSAC Legislative Representative
Chris Lee, CSAC Legislative Analyst
Attachment One: CTIP Vision and Interim Recommendations
Attachment Two: SB 1077 (DeSaulnier): Pilot Program: Mileage Based Fee
- 10:40 a.m. VI. **Legislative, State Budget, and Administrative Update**
 - CSAC Transportation Budget Priorities
 - Cap and Trade: Sustainable Communities Infrastructure Program
 - CEQA Guidelines/Level of Service Analysis Update
Kiana Buss, CSAC Legislative Representative
Chris Lee, CSAC Legislative Analyst
Attachment Three: CSAC Comment Letter on CEQA Guidelines Update & Alternatives to Level of Service Analysis
- 11:00 a.m. VII. **Adjournment**

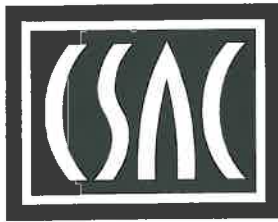


Health and Human Services Policy Committee
Thursday, May 15 • 10:15 a.m. – 12:15 p.m.
Regency Ballroom B • Hyatt Regency Sacramento
1209 L Street • Sacramento, CA

Supervisor Kathy Long, Ventura County, Chair
Supervisor Ken Yeager, Santa Clara County, Vice Chair

Note: This policy committee meeting is an in-person meeting only and is being held as part of the CSAC 2014 Legislative Conference.

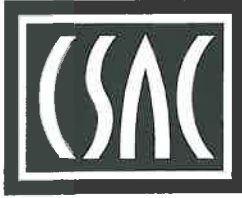
- 10:15 a.m. I. **Welcome and Introductions**
Supervisor Kathy Long, Committee Chair, Ventura County
- 10:20 –
10:40 a.m. II. **ACA Implementation Update**
Kelly Brooks-Lindsey, CSAC Senior Legislative Representative
- 10:40 –
11:15 a.m. III. **Drug Medi-Cal Waiver**
Karen Baylor, Deputy Director, California Department of Health Care Services
Molly Brassil, Associate Director, California Mental Health Directors Association
- 11:15 –
11:55 a.m. IV. **Poverty Reduction Strategies and Legislation**
Frank Mecca, Executive Director, County Welfare Directors Association
Mike Herald, Legislative Advocate, Western Center on Law and Poverty
- 11:55 a.m. –
12:15 p.m. V. **May Revision Budget Update**
Kelly Brooks-Lindsey, CSAC Senior Legislative Representative
Farah McDaid Ting, CSAC Legislative Representative
- 12:15 p.m. VI. **Adjournment**



Government Finance and Operations Policy Committee
CSAC Legislative Conference
Thursday, May 15, 2014 — 8:30 a.m. til 10 a.m.
Hyatt Regency Sacramento, Regency Ballroom B
Sacramento County, California

Supervisor Bruce Gibson, San Luis Obispo County, Chair
Supervisor Bruce McPherson, Santa Cruz County, Vice Chair

- 8:30 **I. Welcome and Introductions**
Supervisor Bruce Gibson, San Luis Obispo County, Chair
Supervisor Bruce McPherson, Santa Cruz County, Vice Chair
- 8:35 **II. Infrastructure Financing Districts**
Justyn Howard, Assistant Program Budget Manager, California
Department of Finance
- 8:50 **III. Election Technology: What's Next? What's After That?**
Kammi Foote, Clerk-Recorder, Registrar of Voters, Inyo County
Efrain Escobedo, Executive Liaison Officer, Los Angeles County
Registrar-Recorder's Office
- 9:15 **IV. Mandates in the Budget, Mandates at the Commission**
Jean Kinney Hurst, Senior Legislative Representative, CSAC
Geoff Neill, Senior Legislative Analyst, CSAC
- 9:25 **V. Update from CalPERS: Actuarial Rate Changes, Defining**
"Pensionable Compensation" and More
David Lamoreaux, CalPERS Deputy Chief Actuary
Danny Brown, CalPERS Division Chief, Office of Government Affairs
- 9:50 **VI. Legislative Update**
Committee Staff
- 10:00 **VII. Closing Comments and Adjournment**
Supervisor Bruce Gibson, San Luis Obispo County, Chair
Supervisor Bruce McPherson, Santa Cruz County, Vice Chair



Agriculture and Natural Resources Policy Committee

**Thursday, May 15, 2014 · 10:15 a.m. – 12:15 p.m.
CSAC Legislative Conference**

AGENDA

Supervisor Linda Seifert, Solano County, Chair
Supervisor Judy Morris, Trinity County, Vice-Chair

- 10:15 a.m. **I. Welcome and Introductions**
Supervisor Linda Seifert, Solano County, Chair
- 10:15 – 10:45 **II. Legislative Update**
 - **AB 1961 (Eggman) – Agriculture**
 - **SB 1270 (Pavley) -- SMARA**
 - **2014 Water Bonds**
 - **Cap and Trade**
 - **Solid Waste Legislation***Karen Keene, CSAC Senior Legislative Representative
Cara Martinson, CSAC Legislative Representative*
- 10:45- 10:55 **III. Extended Producer Responsibility: Pharmaceuticals**
*Heidi Sanborn, Executive Director, CA Product Stewardship
Council*
- 10:55 - 11:10 **IV. President's Task Force on Climate Resiliency**
Supervisor Salud Carbajal, Santa Barbara County
- 11:10 – 11:55 **V. Groundwater Management Proposals Discussion**
*Tim Quinn, Executive Director, Association of CA Water Agencies
Lester Snow, Executive Director, California Water Foundation*
- 11:55 –12:10 **VI. Overview of SMARA Responsibilities for Lead Agencies**
*Leah Gardner, Senior Environmental Scientist, Office of Mine
Reclamation*
- 12:10- 12:15 p.m. **VII. Closing Comments & Adjournment**



CSAC Legislative Conference

Administration of Justice Policy Committee Meeting

Thursday, May 15, 2014 ■ 8:30 – 10:00 a.m.

Hyatt Regency Sacramento ■ 1209 L Street ■ Regency Ballroom C

Supervisor Federal Glover, Contra Costa County, Chair

Supervisor John Viegas, Glenn County, Vice-Chair

- 8:30 a.m. **I. Welcome and Introductions**
Supervisor Federal Glover, Contra Costa County
- 8:35 a.m. **II. 2014-15 Budget: Advocacy Efforts and May Revision Update**
Elizabeth Howard Espinosa, CSAC Senior Legislative Representative
London Biggs, CSAC Legislative Analyst
- 9:00 a.m. **III. Pew Results First Initiative: California County Project Update**
Sara Dube, Manager, Pew-MacArthur Results First Initiative; Ashleigh
Holand, Manager – State Policy, Pew Results First Initiative
- 9:20 a.m. **IV. Lessons Learned from Regional Convenings on Intersection of**
Health Care and Criminal Justice Systems
Kathy Jett, Policy Consultant, California Forward – Partnership for
Community Excellence
- 9:35 a.m. **V. 2014 Legislative Update**
Elizabeth Howard Espinosa, CSAC Senior Legislative Representative
London Biggs, CSAC Legislative Analyst
- 9:55 a.m. **VI. Update on Victim Compensation Program: Survey of County/Court**
Restitution Collection Practices
Elizabeth Howard Espinosa, CSAC Senior Legislative Representative
London Biggs, CSAC Legislative Analyst
- 10:00 a.m. **VII. Adjournment**



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May 5, 2014

To: CSAC Officers
CSAC Board of Directors

From: Kim Vann, CSAC Treasurer
Matt Cate, Executive Director

As Treasurer of CSAC, I present to you the proposed budget for the 2014-15 fiscal year, which was unanimously approved by the CSAC Executive Committee on April 17, 2014. In conjunction with the Executive Director, Matt Cate, the attached revenue and spending plan for the upcoming year is hereby submitted for your adoption.

Recommendation: Adopt the proposed FY 2014-15 CSAC budget.

The budget reflects the expenditures needed to advance CSAC's mission of serving California's 58 counties through effective advocacy, training, and member services programs. Last year, for the first time since 2008, this body adopted a budget that included a dues increase designed to allow CSAC to address new work-loads in the areas of Public Safety Realignment, the Affordable Care Act and litigation. We believe the additional investment by counties has paid off, not only in concrete wins at the budget negotiation table, but also in terms of solidifying our position as the state's preeminent source of public policy expertise and influence on issues of concern to local government. This year, we are striving to take full advantage of this momentum to address the multitude of issues still facing our members, including a slowly recovering economy, public safety, transportation, health care and the environment.

On the administrative side of the house, the budget reflects a number of cost saving measures which we deem prudent, given a somewhat difficult financial forecast. The main cause of our concern is the lack of an anchor tenant at the Pyramid building. CSAC's commercial broker has yet to secure a restaurant tenant to replace the Pyramid Brewing Company and the rest of the building is 70% vacant. This budget anticipates acquiring a tenant during the fiscal year, but it also anticipates significant expenditure for tenant improvements. Further, we have been advised by the CSAC Finance Corporation that we should not expect any growth in net revenue to CSAC in the 2014-15 fiscal year.

Highlights of the proposed CSAC FY 2014-15

Revenues

- Corporate Associates is expected to generate an additional \$100,000 net revenue.
- Finance Corporation estimated contribution remains unchanged at \$3.3 million.

- Pyramid building remains at 30% occupancy.
- Anticipates 6 month rent in restaurant space- \$80,000.
- Expansion of CSAC Institute program in San Diego -\$18,000.
- Increased revenues for Annual Meeting due to venue -\$45,000.

Expenses

- Tenant improvements estimate of \$250,000.
- Annual Meeting costs reduced by \$170,000.
- Add video editing and webinar staff person to communications department. Eliminates need for independent contractor resulting in a net savings.
- CSAC staff salary budget will remain constant with no anticipated increases or raises unless revenue figures improve.
- CSAC staff contribution to SBCERA will increase 1% -saving \$27, 813.
- Costs reduced in legislative bill service of \$15,000.

The cost containment measures outlined here will result in a balanced budget for the coming year.

**California State Association of Counties
Budget FY 14-15**

4/8/2014

	Projected 2013/14	Budget FY 13-14	Proposed Budget FY 14-15
Revenues:			
Memberships Dues	3,390,506	3,430,506	3,430,506
Finance Corp Participation	3,300,000	3,300,000	3,300,000
Rental and Parking Income	606,055	804,385	677,270
Administrative Miscellaneous	488,566	505,000	492,500
CSAC Conferences	324,645	315,000	360,000
CEAC	147,395	139,395	142,880
Corporate Associates	729,050	679,500	846,000
CSAC Institute	<u>164,956</u>	<u>175,000</u>	<u>202,930</u>
Total Revenues	9,151,173	9,348,786	9,452,086
Expenditures:			
Salaries/Benefits	5,212,406	5,346,668	5,506,940
Staff Outreach	102,230	100,500	100,500
Leadership Outreach	95,056	85,000	85,000
NACo Meetings & Travel	94,803	68,000	77,500
Public Affairs/Communications	61,332	55,200	48,500
CSAC Conferences	613,988	616,786	547,645
Facilities	876,304	894,802	1,039,159
Office Operations	543,653	611,599	616,145
Donations	42,500	100,000	50,000
CEAC	137,208	139,395	142,796
Outside Contracts	439,173	410,000	445,300
Corporate Associates	478,098	497,131	440,514
CSAC Institute	<u>230,619</u>	<u>234,028</u>	<u>314,716</u>
Total Expenditures	8,927,369	9,159,109	9,414,715
PROFIT/(LOSS)	223,804	189,677	37,371

ACCOUNT EXPLANATIONS -
BUDGET YEAR 14-15

14/15 Budget

ACCT#	EXPLANATION
INCOME:	
MEMBERSHIP DUES	ANNUAL DUES FROM COUNTIES. NO INCREASE SCHEDULED THIS YEAR.
FINANCE CORP PARTICIPATION	CSAC FINANCE CORPORATION CONTRIBUTIONS TO CSAC.
RENTAL & PARKING INCOME	RENTAL INCOME FOR 1100 K STREET AND 1028 K STRE ALSO INCLUDES 53 PARKING SPACES FOR STAFF AND TO RENT, AND RENTAL FEES FOR CSAC CONFERENCE CENTER.
ADMINISTRATIVE MISCELLANEOUS	1) ADMINISTRATION FEES COLLECTED FROM CSAC AFFILIATES FOR PAYROLL AND BENEFIT SERVICES. 2) SALES FOR CSAC ROSTERS, MAILING LIST AND LABELS. 3) PRINTING AND COPYING REVENUE GENERATED FROM THE CSAC PRINT SHOP. 4) INTEREST INCOME FROM CHECKING ACCTS AND CALTRUST ACCOUNTS. 5) CONTRACT FOR COMPUTER SERVICES WITH LA COUNTY. 6) SOFT DRINK COMMISSIONS AND FEES FROM JOB ADVERTISING ON CSAC WEE
CSAC CONFERENCES	REGISTRATION FEES FOR CSAC ANNUAL CONFERENCE AND LEGISLATIVE CONFERENCE.
CEAC	CEAC CONTRACT.
CORPORATE ASSOCIATES	CORPORATE ASSOCIATES MEMBERSHIP DUES AND SPONSOR REVENUES FOR ANNUAL CONFERENCE AND OTHER EVENTS. EXHIBITOR FEES.
CSAC INSTITUTE	REGISTRATION REVENUE.
EXPENSES:	
SALARIES/BENEFITS	1) SALARIES REFLECTS NO MERIT INCREASE. 2) EMPLOYEES THAT ARE TIER 1 ARE CURRENTLY PAYING 18-20% OF EMPLOYEE PORTION OF SBCERA, TIER 2 PAY 100% OF EMPLOYEE PORTION. 3) BENEFITS TO INCLUDE HEALTH, DENTAL, VISION, LIFE AND WORKERS COMP. 4) PAYROLL TAX 5) AUTO ALLOWANCE 6) ANNUAL EMPLOYEE WORKSHOP
STAFF OUTREACH	INCLUDES ALL IN AND OUT-OF-TOWN BUSINESS EXPENSES FOR LEGISLATIVE AND ADMINISTRATIVE STAFF.
LEADERSHIP OUTREACH	ALL BUSINESS EXPENSES FOR CSAC BOARD OF DIRECTORS, EXECUTIVE COMMITTEE AND OFFICERS.

ACCOUNT EXPLANATIONS -
BUDGET YEAR 14-15

ACCT#	EXPLANATION
NACO MEETINGS & TRAVEL	COSTS ASSOCIATED FOR ALL LEGISLATIVE, ADMINISTRATIVE STAFF AND BOARD MEMBERS TO ATTEND NACO SUPPORTED EVENTS.
PUBLIC AFFAIRS/COMMUNICATIONS	1) ALL COSTS ASSOCIATED WITH PRODUCING & DISTRIBUTING THE ROSTER 2) CHALLENGE AWARDS 3) LEGISLATIVE BULLETIN 4) WEB SITE 5) WRITTEN, AUDIO AND VIDEO COMMUNICATIONS
CSAC CONFERENCES	ALL COSTS ASSOCIATED WITH LEGISLATIVE AND ANNUAL CONFERENCE. ALSO INCLUDES MEETING PLANNER'S SALARY AND BENEFITS.
FACILITIES	ALL COSTS ASSOCIATED WITH THE MAINTENANCE OF 1100 K STREET AND 1028 K STREET. COSTS INCLUDE REPAIRS, UTILITIES, PHONES, INSURANCE, JANITORIAL, DEBT SERVICE AND PROPERTY TAXES. ONE TIME COST OF \$250,000 INCLUDED IN PROPOSED BUDGET FOR TTS FOR VACANT RESTAURANT SPACE.
OFFICE OPERATIONS	ALL COSTS ASSOCIATED WITH OPERATIONS SUCH AS 1) CELL PHONES 2) MEMBERSHIP FEES 3) OFFICE SUPPLIES 4) POSTAGE/DELIVERY 5) R&M AND PURCHASES OF COMPUTERS AND EQUIPMENT 6) COPIERS AND BUSINESS EQUIPMENT 7) CSAC RENT
DONATIONS	CONTRIBUTIONS TO CCSP AND ILG.
CEAC	CEAC EXPENDITURES
OUTSIDE CONTRACTS	LEGAL CONSULTING, ACCOUNTING SERVICE AND PROFESSIONAL SERVICES SUCH AS WATERMAN CONTRACT.
CORPORATE ASSOCIATES	ALL COSTS ASSOCIATED WITH RUNNING CORPORATE ASSOCIATES PROGRAM INCLUDING SALARY AND BENEFITS FOR PROGRAM MANAGER.
CSAC INSTITUTE	ALL COSTS ASSOCIATED WITH RUNNING AND IMPLEMENTING THE CSAC INSTITUTE.



County Counselors' Association of California

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2013-2015

EXECUTIVE DIRECTOR

Jennifer B. Henning

MEMORANDUM

To: Supervisor John Gioia, President, and
Members of the CSAC Executive Committee

From: Jennifer Henning, Litigation Coordinator

Date: May 15, 2014

Re: 2014-2015 Litigation Coordination Budget

Recommended Action:

Adopt the 2014-2015 Litigation Coordination Program.¹

Reason for Recommendation:

The County Counselors' Association's Board of Directors recommends that Litigation Coordination Program staff receive salary increases of 2% this fiscal year. This budget accounts for that increase, along with increases in health and retirement costs, and costs associated with our new part-time attorney, who was added to help provide in-house General Counsel services to CSAC. With the proposed salary increases, the Litigation fee will increase by 9.5% (\$1,630 for the largest counties). Without the salary increases, the Litigation fee would need to be increased by 8% (\$1,372 for the largest counties) in order to avoid Program cuts.

Background:

The Litigation Coordination Program is an important service provided by CSAC to its members. The Program allows counties to save litigation costs by coordinating in multi-county cases, and by sharing information and resources. The Program also filed *amicus curiae*, or "friend of the court," briefs on CSAC's behalf in State and federal appellate cases in order to advance the interest of all counties in the courts.

The Litigation Coordination Program is funded through a fee administered and collected directly by CSAC. The fees are held in a separate fund and used to

¹ This budget was approved by the County Counselors' Association's Litigation Overview Committee and Board of Directors on April 9, 2014, and by the CSAC Executive Committee on April 17, 2014.

May 15, 2014

pay for costs of the Program, including 80% of the Litigation Coordinator's salary, a portion of the County Counselors' Association's office space, and other expenses associated with operating the Program.

The Program has operated during the last five years without minimal fee increases by:

- leaving a position vacant following a staff retirement,
- shifting a portion of staff costs to the County Counselors' Association's budget,
- holding staff salaries flat for two out of the last three years, and
- negotiating a reduction in office lease space.

The proposed budget allows the Program to keep up with rising costs, and accommodate certain expenses related to the part-time attorney that was hired as part of the agreement between CSAC and the County Counselors' Association for in-house legal services. These costs are largely, but not entirely, offset by a contribution from the CSAC general fund.

The proposed budget does include a 2% salary increase for the Litigation Coordinator. However, even if the salary were to remain flat this year, Program fees would still need to increase by 8% rather than the 9.5 % shown in the proposed budget.

I am keenly aware that our member counties continue to face difficult budget decisions throughout the State. However, the costs of operating the Program are increasing, despite all efforts to keep expenses to a minimum. Further, the demands on the Program continue to grow, particularly during the last year with the expanded in-house legal services contract. If the Program is not fully funded, we will have to make cuts in litigation services at a time when our ability to respond with sound legal advice and coordinated litigation if necessary is most critical.

Conclusion

The proposed 2014-2015 Litigation Coordination Program budget is a responsible budget intended to ensure the Program services continue with as little impact on county revenues as possible. I remain dedicated to this Program and to providing the highest quality legal representation to CSAC in the courts. I appreciate your support of the Litigation Coordination Program, and ask that you recommend approval of the proposed Fiscal Year 2014-2015 Litigation budget to the CSAC Board of Directors.

Attachments:

Proposed Litigation Budget
Litigation Budget Comparison 2012-13 to 2014-15
Proposed 2014-15 Litigation Program Fees

CSAC/County Counsels' Association
LITIGATION COORDINATION PROGRAM
FISCAL YEAR 2014-2015 BUDGET

Approved by Litigation Overview Committee on April 9, 2014
Approved by County Counsels' Association Board of Directors on April 9, 2014
Approved by CSAC Executive Committee on April 17, 2014
Adopted by CSAC Board of Directors on _____, 2014

INCOME:

Membership Dues	367,586.00
Legal Services Contract Fee.....	50,000.00
TOTAL INCOME.....	417,586.00

EXPENSES:

Salaries	\$223,990.00
Retirement.....	83,647.00
Employee Group Insurance.....	62,455.00
Payroll Tax.....	3,121.00
CSAC Administrative Fees.....	12,889.00
Staff Expense and Travel	1,000.00
Communications	800.00
On-Line Expense.....	4,030.00
Membership Fees	990.00
Office Supplies.....	400.00
Postage/Delivery	1,000.00
Printing - Commercial.....	1,500.00
Printing - In House.....	400.00
Leases - Property.....	21,094.00
TOTAL EXPENSES.....	417,516.00

Projected Revenue Over Expenses70.00

LITIGATION COORDINATION PROGRAM
FISCAL YEAR 2014-2015 BUDGET

LITIGATION COORDINATION PROGRAM
Budget Comparison (2012/13-2014/15)
 Prepared for Fiscal Year 2014-2015 Budget

	2012-13 Actual	2013-14 Budget	2013-14 Projected+	2014-15** Budget
INCOME:				
Membership Dues	\$229,362.00	\$335,721.00	\$335,721.00	\$367,586.00 9.5% increase
Misc. Income		0.00	50,000.00	50,000.00
TOTAL INCOME:	\$299,362.00	\$335,721.00	\$385,721.00	\$417,586.00
EXPENSES:				
Salaries*	\$160,753.70	\$164,596.00	\$183,615.00	\$223,990.00
Retirement	67,069.89	74,903.00	75,236.00	83,647.00
Employee Group Insurance	43,646.74	49,542.00	57,850.00	62,455.00
Staff Travel/ Training	991.76	2,100.00	490.00	1,000.00
Law Clerk	0.00	0.00	0.00	0.00
Communications	1,804.82	1,200.00	800.64	800.00
On-Line Expenses	2,444.90	2,130.00	3,334.00	4,030.00
Publications	1,249.39	0.00	200.00	200.00
Membership Fees	485.00	485.00	485.00	990.00
Office Supplies	59.00	400.00	300.00	400.00
Postage/Delivery	539.21	500.00	951.00	1,000.00
Printing- Commercial	1,540.39	2,500.00	1,397.76	1,500.00
Printing – In-House	201.90	450.00	400.00	400.00
Leases – Property	20,096.27	25,000.00	21,094.32	21,094.00
Payroll Tax	2,252.87	2,289.00	3,097.00	3,121.00
Admin Fees	6,674.93	7,283.00	12,453.00	12,889.00
TOTAL EXPENSES	\$309,775.80	\$333,087.00	\$361,703.72	\$417,516.00
Revenues Over/(Under) Expenditures	(10,413.80)	\$2,634.00	\$24,017.28	\$70.00

+ Based on Financial Statements through February 28, 2014

* Includes vacation buyout

** This draft includes a 2% salary, as recommended by the County Counsels' Association Board of Directors

LITIGATION COORDINATION FEES

(Grouped by 2011 Department of Finance population figures.)

Approved by the Litigation Overview Committee on April 9, 2014.

Approved by the County Counsels' Association Board of Directors on April 9, 2014.

Approved by the CSAC Executive Committee on April 17, 2014.

Approved by the CSAC Board of Directors on _____.

(9 counties 1,000,000 or over)

Los Angeles	<u>\$18,786</u> (currently \$17,156)
San Diego	
Orange	
Santa Clara	
San Bernardino	
Riverside	
Alameda	
Sacramento	
Contra Costa	

(7 counties 500,000 to 999,999)

Fresno	<u>\$12,522</u> (currently \$11,436)
San Francisco	
Ventura	
San Mateo	
Kern	
San Joaquin	
Stanislaus	

(12 counties 200,000 to 499,999)

Sonoma	<u>\$6,262</u> (currently \$5,719)
Santa Barbara	
Monterey	
Solano	
Tulare	
Santa Cruz	
Marin	
San Luis Obispo	
Placer	
Merced	
Butte	
Yolo	

(7 counties 100,000 to 199,999)

Shasta **\$2,502** (currently \$2,285)
El Dorado
Imperial
Humboldt
Napa
Kings
Madera

(8 counties 50,000 to 99,999)

Nevada **\$1,252** (currently \$1,143)
Mendocino
Sutter
Yuba
Tehama
Lake
Tuolumne
San Benito

(12 counties 10,000 to 49,999)

Siskiyou **\$629** (currently \$574)
Calaveras
Lassen
Amador
Del Norte
Glenn
Plumas
Colusa
Inyo
Mariposa
Trinity
Mono

(3 counties under 10,000)

Sierra **\$212** (currently \$194)
Alpine
Modoc



1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327-7500

Facsimile
916.441.5507

May 5, 2014

To: CSAC Board of Directors

From: Elizabeth Howard Espinosa
CSAC Administration of Justice Policy Committee Staff

RE: May Update on the Work of the Realignment Allocation Committee (RAC)

This informational memo provides an update on the work of the Realignment Allocation Committee (RAC), which remains focused on developing an AB 109 distribution formula that would be effective beginning in 2014-15. The committee has been meeting in person on a monthly basis to continue its deliberations and is scheduled to meet again May 15 for continued work.

The RAC is making progress, but to date has not landed on a recommended approach. A range of potential factors that could be incorporated into a statewide formula remain under consideration – including elements for measuring workload and performance as well as those that might gauge a county's service capacity (e.g., poverty and unemployment rates, mental health characteristics of the realigned population).

As the committee continues to work, it is keeping counties advised of its progress. The committee continues to remind counties that a measure of caution be used given that the programmatic funding base is scheduled to drop from \$998.9 million in 2013-14 to \$934.1 million in 2014-15 (approximately a 7 % reduction), based on the state's assumptions that the post-release community supervision population (PRCS) population (those exiting state prison onto a county probation caseload) would decline as counties housed more felons locally. While additional undistributed growth may be available in the fall, that level of funding is not known at this time. It should also be understood that the RAC's new distribution formula could result in additional adjustments to county shares, which argues for counties being even more conservative when budget planning for AB 109 programs in the upcoming fiscal year.

In view of the funding drop, CSAC is advocating for additional resources to smooth year-over-year funding level in 2014-15 and to support other interventions that will bolster counties' recidivism reduction efforts.

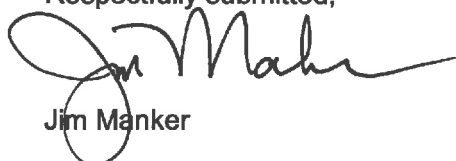
CSAC Board of Directors Report – 5.15.14

1. **Partnership Program Update:** We are at 54 partners (17 new in 2014), with many more at decision stage. We are in the process of meeting with all Premier Partners to develop a customized business plan. We are communicating with our partners on a regular basis through one-on-one meetings, phone conversations, a monthly partner Enews, and by adding new environments.
 - 18 Premier Partners (New 2014: Dell, Vanir, HP, Microsoft, Ascendian Healthcare Consulting)
 - 5 Executive Partners (New 2014 : United Health/Optum, Recology, Sierra)
 - 31 Associate Partners (New 2014: CGL Companies, ecoATM, Enterprise, Psynergy Programs, Point & Pay, Sentinel Offender Services, Unisys, Johnson & Johnson, Sierra West Group)
 - Microsoft Corporation was added in late March and awarded CSAC with \$82,000 grant.
 - New revenue for 2014: \$266,000 (in addition to partner renewals from 2013)

2. **Regional Mini-Summits:** We've added three mini-summits (see attached) to our calendar in hopes of creating other helpful environments to listen and learn from our county officials, CSAC staff and our corporate partners.
 - Mini-Summit Northern California Counties (Tehama County) - May 1 CONCLUDED
 - i. We had over 40 in attendance from 10 Northern Counties with great conversation and feedback. We also had 8 partners in attendance, 2 of whom presented.
 - Mini-Summit Central California (Fresno County) - June 19
 - Mini-Summit Central Bay Counties (San Francisco County) - October 2

3. **PRE WIR SUMMIT Update (King County, WA) – May 17-20:** With the help of Tom Sweet, and NACo, we are continuing to see the numbers for this revamped event grow.
 - a. New this year:
 - A full day of county presentations and round table discussions.
 - A non-golf option on Sunday and Tuesday in the city.
 - Partnership with Vision House, a local non-profit that provides housing for displaced mothers and their children.
 - b. As of this date, PRE is almost fully funded by partners.
 - c. Deadline to register has passed, but there is still room for more...interested?

Respectfully submitted,



Jim Manker

CSAC Director of Corporate Relations



miniSUMMIT

collaborate | connect | advocate

WHO: Northern California Counties Region

WHEN: Thursday, May 1, 9:30-2:30, lunch will be provided

WHERE: Rolling Hills Casino - 2655 Everett Freeman Way, Corning, CA 96021

WHAT: A mini-summit with the CSAC Advocacy Team, Executive Leadership, and CSAC Corporate Partners. The mini-summit will provide an opportunity to share challenges and solutions with Northern California county officials and CSAC officers and staff.

TOPICS: Water, public safety, business solutions for county governance, and Q and A with CSAC Executive Staff

Continuing the Water Dialogue. The current drought has highlighted both the value of California's groundwater resource and perceived problems associated with its current management. CSAC staff will provide an overview of recent discussions between groundwater stakeholders and the Administration and proposed solutions to improving management of the State's groundwater resources.

Protecting our Communities: Counties Focus on Public Safety. CSAC staff will provide an update on budget and key public safety policy issues, especially those associated with counties' implementation of AB 109. The latest on the deliberations of the Realignment Allocation Committee, an update on realignment-related legislation, and any relevant actions of Senate and Assembly budget subcommittee hearings also will be covered.

REGISTER: Call or email Chris Feusahrens

916.650.8103

cfeusahrens@counties.org





Dear County Official:

You are cordially invited to participate in the 2014 PRE-WIR SUMMIT, formally known as the Sweet-Nakamura Classic which will be held in King County, Washington on May 17-20. The Western Interstate Region is affiliated with the National Association of Counties and is dedicated to the promotion of Western interests within NACo. These interests include public land issues, community stability and economic development. PRE-WIR convenes just prior and near the WIR annual conference and attracts county officials and private sector representatives from across the country. You will have numerous opportunities for networking and collaboration with other participants.

In addition to the opportunity for private sector representatives to discuss their solutions to local government issues, there will be a full day of presentations from county officials addressing their challenges. Additionally, a portion of the proceeds from the event will be donated to benefit a local charity.

All events are hosted by a collaborative of Corporate Partners of NACo and CSAC (California State Association of Counties) and reportable as a gift or income depending on participation.

The tentative itinerary is as follows:

Saturday, May 17

6:00PM Welcoming Dinner@ Hyatt Regency Bellevue, www.bellevue.hyatt.com

Sunday, May 18

8:00AM Golf@ China Creek (The Golf Club at Newcastle, www.newcastlegolf.com)

6:00PM Dinner @ Daniels Restaurant, Hyatt Regency

Monday, May 19 - County Forum

9:00AM - 4PM Presentations, panels, and roundtable discussions
Topics may include: County Operations and Technology, Land Use: Development v. Environment, The Affordable Care Act and the County Health System, Renewable Energy Challenges and Solutions, etc.

6:00PM Dinner @ Hyatt Regency Bellevue

Tuesday, May 20

8:00AM Golf @ Coal Creek (The Golf Club at Newcastle)

We have negotiated a government rate of \$152 for your convenience. The rates are valid for Saturday, Sunday and Monday night at the Hyatt Regency Bellevue and can be made by calling Shaina Phillips at 1-425-698-4115, and refer to CSAC (California State Association of Counties) or by going to the link: <https://resweb.passkey.com/go/CSAC2014> . Rates are valid until 4.21.14.

NOTE: Once you've made your hotel reservation, please forward the attached registration form to Tom Sweet at tomsweet8@gmail.com or call 916.616.7556.



PRE-WIR SUMMIT Registration Card
Saturday, May 17th through Tuesday, May 20th

Name: _____

Title: _____

Email: _____

Phone: _____

County or Corporation: _____

Golf Shirt Size: M/F __2XL __XL __L __M __SM

GHIN: _____ or lowest score in past 12 months: _____

A spouse/guest will be joining us for the evening events. Yes ___ No ___



Golf details: On the days we golf (Sunday/Tuesday) we will attempt to place you with different golf partners in order to provide you the maximum opportunity for collaboration during this public/private event. If you are not playing golf on both days please let us know because pairings will be provided to the golf course in advance.

Golfing	Yes	No	Club Rentals?
Sunday	___	___	___
Tuesday	___	___	___

Note: transportation to and from the airport and golf course is your responsibility.

Questions and to register? Contact Tom Sweet at tomsweet8@gmail.com or 916.616.7556.

Mail: Tom Sweet, 3995 Royal Troon Drive, El Dorado Hills, CA 95762

Fax: Attention Jim Manker at 916.441.5507

Deadline: April 21, 2014

Premier Partners (as of May 1, 2014)**1. Alkermes**

Pauline Whelan, Associate Director, State
Government Relations
4644 Coldwater Canyon Avenue # 102
Studio City, California 91604
(323) 422-2573
Pauline.Whelan@Alkermes.com
www.alkermes.com
www.Vivitrol.com

2. Ascendian Healthcare Consulting

Jef S. Williams
Chief Operating Officer
2424 Professional Drive
Roseville, CA 95661
(916) 899-8894
jwilliams@ascendian.com
www.ascendian.com

**3. California Statewide Communities
Development Authority (CSCDA)**

Mike LaPierre, Program Manager
2999 Oak Road, Suite 710
Walnut Creek, CA 94597
(925) 933-9229 x212
mlapierre@cacommunities.org
www.cacommunities.org

4. California Health & Wellness

Wade Rakes
Vice President, Business Development
1740 Creekside Oaks Drive, Suite 200
Sacramento, CA 95833
(314) 341-3885
wrakes@centene.com
www.cahealthwellness.com

5. Coast2Coast Rx

Marty Dettelbach, Chief Marketing Officer
101 Finnway Lane
Cary, NC 27519
(919) 465-0097
marty@c2crx.com
www.coast2coastrx.com

6. Dell | Enterprise Solutions Group

Brian D. Hicks, Regional Sales Director
5450 Great America
San Jose Ca 95054
(760) 208-9454
Brian_hicks@dell.com
www.dell.com/networking

7. DLR Group

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

8. Dominion Voting Systems

Steve Bennett, Regional Sales Manager
1201 18th Street, Suite 210
Denver, CO 80202
(909) 362-1715
steven.bennett@dominionvoting.com
www.dominionvoting.com

9. The Geo Group

Kathy Prizmich, Business Development Director
PO Box 980153
West Sacramento, CA 95798
(916) 225-7321
kathy.prizmich@bi.com
www.geogroup.com

10. Hanson Bridgett LLP

Paul Mello, Partner
425 Market Street, 26th Floor
San Francisco, CA 94105
(925) 746-8480
pmello@hansonbridgett.com
www.hansonbridgett.com

11. HP

Stephen McHugh, Director of Strategy and
Portfolio Management
5400 Legacy Drive, H1-3F-66
Plano, TX 75024
(908) 420-7343
Stephen.mchugh@hp.com
www.hp.com

12. Kaiser Permanente

Kirk Kleinschmidt, Director, Government Relations

1800 Harrison Street, 25th Floor
Oakland, CA 94612
(510) 987-1247

kirk.p.kleinschmidt@kp.org
www.kp.org

13. Microsoft Corporation

Jonathan Noble, Government Affairs

1085 La Avenida
Mountain View, CA 94043
(408) 206-9333

jnoble@microsoft.com
www.microsoft.com/government

14. Nationwide Retirement Solutions

Rob Bilo, Regional Vice President

4962 Robert J Mathews Parkway, Suite 100
El Dorado Hills, CA 95762
(916) 939-2127

bilor@nationwide.com
www.nrsforu.com

15. Pacific Gas & Electric Company

Joe Wilson, Local Government Relations
350 Salem St.

Chico CA 95928
(530) 896-4289

J8WE@pge.com
www.pge.com

16. Southern California Edison

Charley Wilson, Senior Policy Manager
2244 Walnut Grove Avenue

Rosemead, CA 91770
(949) 632-2074

Charles.Wilson@SCE.com
www.sce.com

17. U.S. Communities

Bryan Shumey, Program Manager

2999 Oak Road, Suite 710
Walnut Creek, CA 94597

(949) 769-4184
bshumey@uscommunities.org
www.uscommunities.org

18. Vanir Construction Management, Inc.

Bob Fletcher, Associate Director of Marketing
4540 Duckhorn Drive, Suite 300

Sacramento, CA 95834
(916) 997-3195

bob.fletcher@vanir.com
www.vanir.com

Executive Partners (as of May 1, 2014)**1. Optum**

Margaret Kelly National VP, Government
Education and Labor
505 N Brand Blvd Ste 1200
Glendale, CA 91203
(818) 484-9188
Margaret.kelly@optum.com
www.optum.com

2. 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

3. Santa Ynez Band of Chumash Indians

Sam Cohen, Government and Legal
Specialist
P.O. Box 517
Santa Ynez, CA 93460
(805) 245-9083
Scohen@santaynezchumash.org
www.santaynezchumash.org

4. Sierra

Jack Ingram, Senior Account Executive
9950 Horn Road
Sacramento, CA 95827
(916) 308-6331
jack@sierrabg.com
www.sierrabg.com

5. UnitedHealthcare

United Healthcare -- Anthony Campbell,
MHA, Sales Vice President -- Public Sector
425 Market St., 14th Floor
San Francisco, CA 94105
(415) 778-3845
anthony_d_campbell@uhc.com
www.uhc.com

6. 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

Associate Partners (as of May 1, 2014)

1. AT&T

Mike Silacci, Executive Director, External Affairs
1150 South Olive Street, Suite 2803
Los Angeles, CA 90015
(213) 743-7010
ms9749@att.com
www.att.com

2. BI Incorporated

Matt Swando, National RSS Sales Manager
6400 Lookout Road
Boulder, CO 80301
(303) 218-1000
Matt.Swando@bi.com
www.bi.com

3. CGL Companies

Matthew J. Skarr, Vice President
2485 Natomas Park Drive, Suite 300
Sacramento, CA 95833
(630) 728-1609
mjkarr@cglcompanies.com
www.cglcompanies.com

4. Chevron Energy Solutions

Ashu Jain, Sr. Business Development Manager
345 California Street-18th Floor
San Francisco, CA 94104
(714) 473-7837
AJain@chevron.com
www.chevronenergy.com

5. Comcast

Sue Vaccaro, Senior Director of Government Affairs - California Region
3055 Comcast Place
Livermore, CA 94551
(925) 206-9109
Sue_Vaccaro@cable.comcast.com

6. Corrections Corporation of America

Brad Wiggins, Senior Director, Site Acquisition
10 Burton Hills Boulevard
Nashville, TN 37215
(615) 263-3093
brad.wiggins@correctionscorp.com
www.cca.com

7. CorrectCare Integrated Health

Jeff Lytle, Business Development Executive
600 N. Market Blvd., Ste 4
Sacramento, CA 95834
(859) 225-7999
jlytle@correctcare.com
www.correctcare.com

8. CSAC Excess Insurance Authority

Gina Dean, Chief Operating Officer
75 Iron Point Circle, Suite 200
Folsom CA 95630
(916) 850-7300
gdean@csac-EIA.org
www.csac-eia.org

9. Eli Lilly and Company

Dana Garel
State Alliance Manager - Western Region
1890 Avenida Martina
Roseville, CA 95747
(916) 207-9085
dgarel@lilly.com
www.lilly.com

10. Employee Relations Inc.

Bob Fisher, Vice President
431 North Brand Boulevard, Suite 308
Glendale, CA 91203
(818) 593-5555 x101
bfisher@erelations.com
www.erelations.com

11. ecoATM, Inc.

Ryan Kuder, Vice President of Marketing and Communications
10515 Vista Sorrento Parkway
San Diego, CA 92121
rkuder@ecoatm.com
www.ecoatm.com

12. Enterprise Holdings

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. HdL Companies

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

14. HDR

Louise McGinnis, Western Region Director
560 Mission Street, Suite 900
San Francisco, CA 94105-2907
(415) 546-4200
louise.mcginnis@hdrinc.com
www.hdrinc.com

15. Hospital Association of San Diego and Imperial Counties

Judith Yates, Vice-President & COO
5575 Ruffin Road, Suite 225
San Diego, CA 92123
(858) 614-0200
jyates@hasdic.org
www.hasdic.org

16. Hubbert Systems Consulting

Buddy Hubbert, CEO
2330 Gold Meadow Way, Suite A
Gold River, CA 95670
(916) 635-5046
bhubbert@hubbertsystems.com
www.hubbertsystems.com

17. Johnson & Johnson

Nancy Noe, Director, State Government Affairs
6500 Paseo Padre Parkway
Fremont, CA 94555
(650) 207-2788
nnoe@its.ini.com
www.ini.com

18. Kitchell

Veronica Jacobson, Marketing Manager
2750 Gateway Oaks Dr., Suite 300
Sacramento, CA 95833
(916) 648-9700
vjacobson@kitchell.com
www.kitchell.com

19. Liebert Cassidy Whitmore

Jennifer Johnson, Business Development
Manager
6033 W. Century Boulevard, 5th Floor
Los Angeles, CA 90045
(310) 981-2057
jjohnson@lcwlegal.com
www.lcwlegal.com

20. Psynergy Programs, Inc.

Lynda Kaufmann
Director of Government and Public Affairs
18225 Hale Avenue
Morgan Hill, CA 95037
(408) 833-5115
Lkaufmann@psynergy.org
www.psynergy.org

21. PARS

Mitch Barker, Executive Vice President
4350 Von Karman Avenue, Suite 100
Newport Beach, CA 92660
(800) 540-6369 x128
mbarker@pars.org
www.pars.org

22. Point & Pay

Patty Melton, Director, Business Development
3941 Park Drive Suite 20-445
El Dorado Hills, CA 95762
(248) 330-4339
Pmelton@pointandpay.com
www.pointandpay.com

23. 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

24. 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/

25. Towers Watson

Woody Sides, Regional Vice President,
Exchange Solutions
2929 Campus Drive, Suite 400
San Mateo, CA 94403
(562) 438-2331
woody.sides@towerswatson.com
www.towerswatson.com/en-US/Services/our-solutions/OneExchange

26. Sentinel Offender Services, LLC

Ann Marie Dryden, Communications
201 Technology Drive
Irvine, CA 92618
(949) 554-4225
annmarie.dryden@sentrak.com
www.sentineloffenderservices.com

27. Sierra West Group, INC.

Mary Wallers, President
9700 Business Park Drive, #102,
Sacramento, CA 95827
(916) 212-1618
mewallers@sierrawestgroup.com
www.sierrawestgroup.com

28. Science Applications International Corporation (SAIC)

Dennis Sherrard
Science Applications International Corporation
3819 Ashbury Lane
Bedford, TX 76021
(214) 298-1128
Dennis.m.sherrard@saic.com
www.saic.com

29. Union Pacific Railroad

Liisa Lawson Stark, Director, Public Affairs
915 L Street, Suite 1180
Sacramento, CA 95814
(916) 789-5957
llstark@up.com
www.up.com

30. Unisys

Dale Hulsing, Director Business Development
State & Local Government
1120 Iron Point Rd. #101
Folsom, CA 95630
(916) 548-8374
Dale.hulsing@unisys.com
www.unisys.com

31. Wells Capital Management

Lyle Defenbaugh, Director of Client Relations
400 Capitol Mall, Suite 702
Sacramento, CA 95814
(916) 440-4890
lyle.defenbaugh@wellscap.com
www.wellscap.com



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MEMORANDUM

To: Supervisor John Gioia, President, and
Members of the CSAC Board of Directors

From: Jennifer Henning, Litigation Coordinator

Date: May 15, 2014

Re: Litigation Coordination Program Update

This memorandum will provide you with information on the Litigation Coordination Program's new case activities since February 20, 2014.

California Clean Energy Committee v. City of Woodland
225 Cal.App.4th 173 (3d Dist. Feb. 28, 2014)(C072033), *ordered published* (Apr. 1, 2014)

The City of Woodland approved the development of a 234-acre regional shopping center on undeveloped agricultural land. California Clean Energy Committee filed a writ of mandate alleging violations of CEQA. The trial court denied the petition. CCEC appealed contending that (1) the trial court erred in concluding that the project did not conflict with the City's general plan, (2) the City's mitigation measures are insufficient to ameliorate the urban decay caused by the project, (3) the City did not give meaningful consideration to feasible project alternatives such as mixed-use, and (4) the final EIR did not properly identify and analyze potentially significant energy impacts in conformance with CEQA Guidelines Appendix F, even though such analysis is not mandatory. CSAC has asked the California Supreme Court to depublish the opinion.

County of Riverside v. Public Employment Relations Board
Pending in the Fourth Appellate District, Division Two (filed Jan. 13, 2014)(E060047)

SEIU declared impasse over a single-issue meet and confer dispute with the County of Riverside and requested factfinding under AB 646. PERB ordered the factfinding and the county filed this action, challenging both the constitutionality of AB 646 and the scope and applicability of AB 646's post-impasse factfinding procedures. The trial court denied the constitutional challenge, finding the statutes' factfinding procedures "do not sufficiently interfere with the county's Constitutional rights to control and provide for its employees' compensation or money." However, the court ruled in the county's favor on the proper scope and applicability of

May 15, 2014

the law, finding that PERB's interpretation of AB 646 is "clearly erroneous" based on the legislative history of the measure. The court held that the factfinding procedures under AB 646 do not apply to disputes that arise from negotiations on single meet and confer issues arising under a valid MOU. The county has appealed on the constitutional issue, and PERB and SEIU have appealed the county's favorable ruling on the law's scope. CSAC will file a brief in support of Riverside County.

Gonzalez v. Santa Clara County Dept of Social Services

223 Cal.App.4th 72 (6th Dist. Jan. 21, 2014)(H038241), *petition for review and depublication denied* (Apr. 23, 2014)(S216797)

A mother was reported for child abuse after she spanked her 12-year old daughter using a wooden spoon with enough force to produce visible bruises. The Santa Clara Department of Social Services concluded that the report was substantiated, and submitted it to the Department of Justice for inclusion in the Child Abuse Central Index (CACI). In appealing a superior court denial of her petition to have her name removed from the CACI, Mother argued that neither the Department nor the superior court gave any weight to the right of a parent to impose reasonable discipline her child. The Sixth District agreed. The court concluded that the superior court failed to give consideration to parents' right to impose reasonable discipline on their children, or to basic principles of fair procedure. CSAC asked the California Supreme Court to depublish the opinion, but the request was denied.

Poole v. Orange County Fire Authority

Previously published at: 221 Cal.App.4th 155 (4th Dist. Div. 3 Nov. 4, 2013)(G047691), *petition for review granted* (Feb. 26, 2014)(S215300)

A fire captain maintained a log of notes that he used to prepare employee evaluations. They were not formally entered in the personnel files. When plaintiff, a firefighter employed by the Orange County Fire Authority, discovered that the notes were used in his performance evaluation, he requested all adverse comments be deleted from the daily logs pursuant to section 3256.5, subdivision (c), a provision of the Fire Fighters Procedural Bill of Rights (FFBOR). The Authority declined to remove the comments on the grounds that the logs were never entered into a personnel file. The Fourth District concluded that "[b]ecause the daily logs on firefighters are used for personnel purposes, . . . they are subject to provisions of FFBOR." The California Supreme Court has granted review. CSAC will file a brief in support of the Fire Authority.

Williams v. Chino Valley Independent Fire District

Previously published at: 218 Cal.App.4th 73 (4th Dist. Div. 2 July 23, 2013)(E055755), *petition for review granted* (Oct. 16, 2013)(S213100)

After plaintiff lost a Fair Employment and Housing Act (FEHA) claim against a fire district, the district was awarded ordinary fees and costs. Plaintiff

May 15, 2014

challenged the award, arguing that it was not proper unless the district could show that the claims were frivolous, unreasonable, or groundless. The Fourth District upheld the cost award, concluding that ordinary costs are recoverable under Code of Civil Procedure section 1032, subdivision (b). The Supreme Court has granted review to the following issue: Is a prevailing defendant in an action under the Fair Employment and Housing Act required to show that the plaintiff's claim was frivolous, unreasonable, or groundless in order to recover ordinary litigation costs? CSAC has filed a brief in support of the Fire District.

Summer/Fall 2014 Course Guide



"Tell me and I forget. Teach me and I remember. Involve me and I learn." - Benjamin Franklin

27 Courses Featured in the Summer-Fall Semester at CSAC Institute

Among the highlights in this Course Guide:

- ◆ **Seven new courses**
Working With Boomers to the Supercircular - Look for the 
- ◆ **Courses available in San Diego County**
Six Institute courses are scheduled to be held in San Diego, hosted by the County of San Diego
- ◆ **Courses at CSAC Annual Meeting in Anaheim**
The *New Supervisors Institute* and two courses in November

Schedule at a Glance

DATE		Course	Page
JULY			
18 (F)*	Art & Practice of Organizational Leadership	120	1
25 (F)	World Class Contracting, Contract Management & Procurement	392	7
AUGUST			
1 (F)	Facilitation Practices: The Basics of Bringing People Together	377	3
14 (TH)	Climate Change & Sustainable Communities: County Practices	304	2
15 (F)*	Local Governance in California	150	4
21 (TH)	Capital Improvement Planning and Financing	155	2
SEPTEMBER			
5 (F)	Talent Development and Succession Planning	380	6
11 (TH)	Cost Principles, Reporting Requirements and the Supercircular	368	2
12 (F)	County Legislative Advocacy in Sacramento	334	3
19 (F)*	Federal Healthcare Reform and California Counties	331	3
25 (TH)	Manage Conflict (even hostility) in Comfort	360	5
26 (F)	Realignment 301: Where and How the Funds Flow	307	6
OCTOBER			
2 (TH)	Leading by Values - Strategies for the Public Sector	122	4
9 (TH)	Performance Measurement and Management	370	5
10 (F)	Negotiations and Collaboration in Complex Environments	356	5
16 (TH)	Making an Impression: Media Interviewing and Interaction	352	4
17 (F)*	Financing California Counties: A History of Funding Sources	151	4
30 (TH)	New Standards in Pension Accounting and Financial Reporting	391	5
NOVEMBER			
6 (TH)	Behavioral Health: Emerging Practices in AD&MH Services	302	2
7 (F)*	When Bad Things Happen: Managing Crises and Emergencies	357	6
13 (TH)	Working with Boomers: Practices for Younger Managers	393	6
17 - 18*	New Supervisors Institute	110	7
20 (TH)*	Art and Practice of Elected Leadership	111	1
21 (F)*	Thinking Strategically in Trying Times	363	6
DECEMBER			
5 (F)*	Financial Reporting and Budgeting for Nonfinancial Experts	369	3
11 (TH)	Leadership at the Intersection of Politics and Policy	115	4
18 (TH)	County 101: Duties, Authorities & Responsibilities of Counties	157	3

NOTE: * course in San Diego * course in Anaheim at CSAC Annual Meeting

Course Descriptions and Schedule

Discussions of real issues to develop real leadership solutions

Art & Practice of Elected Leadership 111

Leadership is a term you hear a lot, but as an elected official, how do you practice it? This course addresses the realities of leading in a turbulent political and economic environment. This timely course draws on the insights of Jim Collins' most recent book, *Great by Choice*, as well as a three-year research project on leadership and fiscal sustainability conducted by instructor Rich Callahan. The class is designed to initially invite discussion by the elected officials on the leadership challenges they have or are encountering. The course then specifically responds to those items, applying the research and empirical findings across a range of recent public sector and business sector leadership research.

Instructor: Dr. Richard Callahan is associate professor of management at the University of San Francisco. He brings practical experience researching and working with elected officials in leadership practices.

Thursday, November 20, 2014 1:30 - 5:00 p.m.

At CSAC Annual Meeting in Anaheim

Anaheim • \$86/person for counties • 2 credits • Registration limited to county elected officials

Nature and dimensions of leadership in effective county organizations

Art & Practice of Organizational Leadership 120

This interactive course designed for county executives and senior managers explores the practical applications of leadership in creating a high performing county organization - especially in tough financial times. 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 organizational leadership and management.

Friday, July 18, 2014 10:00 a.m. - 3:30 p.m.

San Diego • \$129/person for counties • 3 credits • Managers/Executives



California State
Association of Counties

For registration and additional details please visit www.csacinstitute.org

LEARN . GROW . ACHIEVE

Updated 6 May 2014

Overview of county behavioral health requirements, programs, funding

Behavioral Health: Emerging Practices in County Alcohol, Drug and Mental Health Services

302

This policy-level course provides decision-makers with an overview of county behavioral health services and obligations emphasizing emerging practices and innovations in service delivery. The class focuses on state and federal requirements and how they affect client program eligibility and county programs. Discussion examines Medicaid rules, Drug Medi-Cal funding, waivers, maintenance of efforts, and how county programs may be affected by new state and federal rules. Participants also examine innovative approaches to drug and alcohol programs, services to those involuntarily committed, and funding opportunities for those services.

Thursday, November 6, 2014 10:00 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Effectively design and manage county capital improvement projects

Capital Improvement Planning and Alternative Funding Approaches

155

You've heard about a "CIP" in your county? This class will help you better understand what it is, how it is developed, management of Capital Improvement Project programs, funding sources, and what questions you should be asking. Participants examine emerging fields of alternative funding options such as Public-Private Partnerships (P3), Design Build Project Deliver and other alternative funding streams, including benefits, opportunities, and cautions. The session will look at various case studies and lessons learned. Legal issues for protecting county interests are also discussed.

Objectives

- ◆ Understand what is considered a capital improvement and the purpose of a capital improvement plan
- ◆ Describe the policies a county should consider for its capital improvement program
- ◆ Describe information that should be available to decision-makers and the community on a capital improvement program, and what to look for in that information
- ◆ Understand traditional capital project delivery (i.e. design and construction) and the basic forms of alternative delivery (CM@Risk, Multi-Prime and Design-Build)
- ◆ Learn the basics of P3 – what is it, where is it being used, what are the advantages and disadvantages for your county?



Instructors: Capital project experts from Vanir Construction Management, Inc.

Thursday, August 21, 2014 10:00 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Six years later – SB 375 and sustainable communities

Climate Change and Sustainable Communities: County Practices

304

It has been some time since California enacted two ground-breaking bills addressing climate change. AB 32 established a landmark comprehensive program of



regulatory and market mechanisms to achieve quantifiable, cost-effective reductions of greenhouse gases (GHG). SB 375 provided a means for achieving AB 32 GHG target reduction goals from cars and light trucks through long-range transportation plans that now include anticipated land use patterns and planning for housing. These Sustainable Communities Strategies provide for more integrated and holistic regional growth strategies. This course explores the implementation of these laws and how counties have responded. Participants examine best practices from counties in creating policies and plans to help meet statewide climate goals. Emphasis is placed on the next phase of AB 32, various approaches to sustainable communities and successful regional collaboration on the plans, and best practices at the local level to reduce GHGs outside of transportation.

Thursday, August 14, 2014 10:00 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Overview of changes coming in federal grants rules

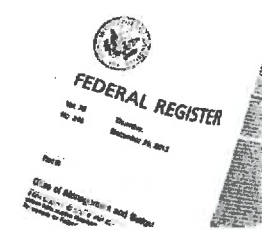
Cost Principles, Reporting Requirements ... and the "Supercircular"

368

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



- ◆ **Administrative rules:** when approval is needed for budget changes; the responsibility for equipment remaining when the grant ends, etc.
- ◆ **Cost principles:** criteria for allowance; documentation requirements for salaries and wages, etc.
- ◆ **Single Audit requirements:** changes in the threshold for Single Audits and the required attributes of an audit finding



Course eligible for CPE credits for Certified Public Accountants.

Thursday, September 11, 2014 9:30 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Managers/Analysts

CSAC

INSTITUTE
FOR EXCELLENCE IN
COUNTY GOVERNMENT

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Continuous learning
for county officials and staff

Visit www.csacinstitute.org
for class schedules and registration

2
 To register for classes please visit www.csacinstitute.org



Exactly what are California counties authorized and responsible to do?

County 101: Duties, Authorities and Responsibilities of Counties 157

Counties have very broad authorities and responsibilities. Federal and state laws along with county-adopted policies and ordinances frame how each of the 58 counties implement those duties. With such broad responsibilities it is difficult for county officials and staff to be aware of all the duties and mandates across all departments. This class examines each county responsibility area and, at a policy level, highlights what is mandated, required and/or discretionary, and the roles and authority counties have for that service. It would also look at the history of counties in California.

Instructors: Dr. Ken Yeager is the District Four County Supervisor in Santa Clara County and former political science professor at San Jose State University. Bill Chiat is CSAC Institute Dean and former executive director of the California Association of Local Agency Formation Commissions.

Thursday, December 18, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Strategies to get your county heard in Sacramento

County Legislative Advocacy in Sacramento 334

How are laws and rules which affect counties made in Sacramento? How can counties better influence Sacramento lawmakers and rulemakers? How can counties make sure their voice is heard and considered? This class will introduce the basics of state law and rule making processes, and provide tips and contacts for making your county's voice heard in Sacramento. Participants explore best practices counties use to influence legislation and when to employ those strategies ... along with approaches to avoid. Discussion focuses on collaborative approaches and how to take advantage of the legislative services offered by CSAC.

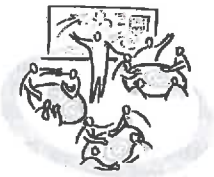
Instructors: DeAnn Baker is CSAC Director of Legislative Affairs. Jean Hurst is CSAC Senior Legislative Representative. Plus other experts in legislative and regulatory advocacy in Sacramento.

Friday, September 12, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Valuable leadership practice for county managers

Facilitation Practices: The Basics of Bringing People Together 377

How many times have you found yourself trying to bring parties together to find common ground on an agreement, policy or study? 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. Come prepared to try your hand at group facilitation!

Instructor: Bill Chiat is CSAC Institute Dean and an experienced facilitator of complex internal and community groups.

Friday, August 1, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Managers/Staff

How the affordable care act is affecting counties and clients

Federal Healthcare Reform and California Counties 331

The federal Patient Protection and Affordable Care Act is now law and counties are beginning to understand its implementation. This course provides a balanced, fact-based discussion of how federal health care reform is being implemented in California and its effect on county health, mental health and social services.

Four key areas focus the course: 1) case studies of the implementation and effects on county services and funding; 2) who is left uninsured and how to manage those populations; 3) jail medical, behavioral health and other linkages; 3) effect on realignment and other funds; and 4) observations on where we are headed on health care and counties as medical providers. Discussion addresses specific county programs and funding and how those are changing as the law is implemented. Other issues examined include trends in how people are using their new insurance to seek health care, county responsibilities for the uninsured, potential impacts on future realignment funding.



Instructors: Expert faculty on the Affordable Care Act and its specific application to California counties, including Judith Reigel, Executive Director, County Health Executives Association of California.

Friday, September 19, 2014 10:00 a.m.–3:30 p.m.
San Diego • \$129/person for counties • 3 credits • Staff/Elected Officials

Overview for decision-makers, elected officials and managers to understand and interpret county financial reports

County Financial Reporting and Budgeting for Nonfinancial Experts 330

This course provides the tools for decision-makers, elected officials, senior managers – other than accountants and auditors – who want to have an overview understanding of government financial reporting. Participants discuss budgets, financial statements and the audit, and at the 30,000' level what each of those is saying (or not saying!). Participants should bring questions about terms or concepts they have encountered as part of their interaction with county and government financial reporting. The discussion reviews terms and definitions used with government financial reporting and strategies on how to read financial statements and auditor reports to identify critical information. Participants explore an approach to use with budgets to identify assumptions they include.

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

Friday, December 5, 2014 10:00 a.m.–3:30 p.m.
San Diego • \$129/person for counties • 3 credits • Staff/Elected officials

Understand context of county-state revenue relationships

**Financing California Counties:
A History of Revenue Sources**

151

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



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

Friday, October 17, 2014 10:00 a.m.–3:30 p.m.
San Diego • \$129/person for counties • 3 credits • Staff/Elected officials

Practical politics, personal leadership and effective governance

**Leading at the Intersection of
Politics and Policy**

115

E pluribus unum – Out of many, one. Public officials serve as trustees of the people. You come with expectations, values, principles, and anticipated means to achieve desired ends. Boards deliberate with many voices, but must govern as one. This class is an energetic discussion of the balance governing board members must maintain at the intersection of politics and policy. Conversation topics include strategies for expressing and encouraging dissent in board discussions, civility in public debate, handling intense passion or political pressure, surviving a split vote, how to work with those who oppose your interests, representing board decisions in which you disagreed ... and other leadership challenges. Ideal for County Supervisors, elected officials and all those who serve on or for boards.



Instructors: Dr. Ken Yeager is the District Four County Supervisor in Santa Clara County. Matt Rexroad is the District Three County Supervisor in Yolo County.

Thursday, December 11, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Elected officials/Execs

What are your core values and how do they affect your leadership?

**Leading by Values – Strategies for
Success in the Public Sector**

122



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.

Instructors: John King is internationally recognized as a senior teacher, coach, and program leader.

Thursday, October 2, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

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

**Local Governance in California:
All Those Agencies!**

150

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

Instructor: Bill Chiat, CSAC Institute Dean and former executive director of the California Association of Local Agency Formation Commissions.

Friday, August 15, 2014 10:00 a.m.–3:30 p.m.
San Diego • \$129/person for counties • 3 credits • Staff/Elected Officials

Hands-on workshop in media relations

**Making an Impression: Effective Media
Practices**

352

Every call from the news media for an interview presents both risk, and an opportunity to make a positive impression. This course helps seasoned professionals and elected officials understand the news media, how it works and why it works the way it does. The course will also help polish interviewing skills, staying on message and bridging back to main messages. The course covers practical strategies for planning, preparing and delivering interviews that get your message across in a way that can be retained by the audience. Participants build their skills for live, taped and phone interviews. Hands-on work includes practice labs, videos and constructive critiques from media professionals.



Instructors: Gregg Fishman is Public Information Officer for the California State Association of Counties and a former broadcast journalist. Marshall Wilson is Communications Director in the San Mateo County Manager's Office.

Thursday, October 16, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Facilitate conflict constructively

Manage Conflict (even hostility) in Comfort

360

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

Instructor: Dr. Laree Kiely is president of the Kiely Group; organizational effectiveness consultants, and a professor at the USC Marshall School of Business.

Thursday, September 25, 2014 10:00 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Achieve outcomes in everyone's best interest

Negotiations and Collaboration in Complex Environments

356



Negotiation is "a back and forth interaction among two or more people who wish to arrive at a mutually agreeable outcome where the parties have some interests in common and some that are opposed." This definition from Fisher and Ury's book *Getting to Yes* describes most "Public Good" negotiations. Solution-Based Negotiation teaches participants how to achieve the most beneficial outcomes for all negotiating parties while ensuring the outcomes are in the best interest of the public while the negotiating parties' relationships end positively. This course covers the most current tried and tested behaviors in the field of negotiation and gives you tools that will be immediately useful in your work. Best of all, it can help you serve your constituents in the best possible ways without needless compromise.

Instructor: Dr. Laree Kiely is president of the Kiely Group; organizational effectiveness consultants, and a professor at the USC Marshall School of Business.

Friday, October 10, 2014 10:00 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

New disclosure and valuation requirements for county pensions

New Standards In Pension Accounting and Financial Reporting

391



GASB's Statement No. 67, Financial Reporting for Pension Plans, and Statement No. 68, Accounting and Financial Reporting for Pensions, both replaced 17-year-old pension standards and made significant changes to accounting and financial reporting. One of these changes will now record and display the net pension liability on the county's Statement of Net Position.

A must for county auditors and financial staff and those responsible for employee pension benefits, this course will cover expanded disclosure requirements and actuarial valuation requirements. Other topics include: financial reporting for government agencies and pension plans; total pension liability and net pension liability; published financial statements of a county and of a pension plan; and the actuarial valuation requirements, including the Annual Required Contribution. *Course eligible for CPE credits for Certified Public Accountants.*

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

Thursday, October 30, 2014 9:30 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Key best practice for counties

Performance Measurement and Management: Accountability for Results

370

Performance measurement is an emerging best practice in county organizations to better manage resources and explain to the community how county resources are used. Organizations such as California Forward emphasize the use of performance measures to encourage more effective use of public resources. This class provides an overview to performance measurement and its techniques to measure and share with community on what citizens are getting for their money. Discussion highlights the benefits and costs of performance measurement, how it can be of value to counties, how to design and implement a measurement system and the pitfalls to avoid.



Instructor: Dr. Laree Kiely is president of the Kiely Group; organizational effectiveness consultants, and a professor at the USC Marshall School of Business.

Thursday, October 9, 2014 10:00 a.m. – 3:30 p.m.
 Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Earn the CSAC Institute Credential



Join the more than 100 County Supervisors and senior staff who have earned their credential.

The credential recognizes individual commitment to continued professional development for those who complete 30 credits or more of Institute courses.

Learn more at www.csacinstitute.org or at any CSAC Institute class.

Detailed overview of realignment accounts and funding streams

**Realignment 301:
Where and How the Funds Flow** 307

Updated with 2014 Changes to 1991 and 2011 Realignment Formulas! This advanced course focuses on the funding and financial elements of 1991 and 2011 realignment updated with 2014 changes, including new legislation this summer which modifies 1991 funding formulas. Detailed discussions examine specifics 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. Among the featured topics:

- Forecasting and projection models and tools with 2014 formula changes
- Funding details for all the health, support services and public safety programs linked to 1991 and 2011 realignment accounts
- Detailed resource materials
- County best practices and policies



A basic understanding of realignment is recommended for participants in this class.

Instructors: Andrew Pease, Finance Director, San Diego County Health and Human Services Agency; Robert Manchia, San Mateo County Human Services Agency; and Dorothy Thrush, Public Safety Group Finance Director, San Diego County.

Friday, September 26, 2014 10:00 a.m. – 3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

New ways to think and work through enduring problems

**Thinking Strategically
in Trying Times** 363

This intense seminar discusses the challenges of strategic agility with the critical, enduring problems counties face. The focus is on the art of possibilities. Participants examine separating probabilities (what's likely to happen) from possibilities (what could happen) and applying concepts of creative and strategic thinking to find different paths to solutions. The conversation provides strategies to question assumptions; identify the environmental issues; distinguish strategies from tactics; use team resources, and structure learning from experience.

Instructor: Dr. Rich Callahan is associate professor of management at the University of San Francisco. He brings practical experience working with elected officials in leadership practices.

Friday, November 21, 2014 8:30 a.m. – Noon
At the CSAC Annual Meeting in Anaheim
Anaheim • \$86/person for counties • 2 credits • Staff/Elected Officials

**Cost Effective Solution
for County Training**

Registration fee includes professional instruction, course materials, certificate and lunch* (*3-credit classes only)



Build organizational capacity from within the county

**Talent Development and
Succession Planning** 380



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

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

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

Friday, September 5, 2014 10:00 a.m. – 3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Prepare for organizational scandals and crises

**When Bad Things Happen:
Managing Crises and Emergencies** 357

Counties are prepared for natural disasters ... but what about federal and state investigations, embezzlement of county funds, arrest or death of an official, program failure, scandals uncovered and other unexpected situations. Are you prepared?

This course focuses on the communications principles required to properly anticipate and respond to organizational crises. Case studies are analyzed to identify successful and unsuccessful agency responses. A specific set of steps are examined to prepare a communications response, including role assignments, strategies and tactics which target affected audiences, key messages which tell the county's story, and delivering the response via the media and other communications vehicles. Techniques are shared for response options, sample messages, understanding media perspective and how to avoid common pitfalls and missteps.



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

Friday, November 7, 2014 10:00 a.m. – 3:30 p.m.
San Diego • \$129/person for counties • 3 credits • Staff/Elected Officials

Practical Approaches to Supervision and Conflict Resolution in Contemporary, Multi-Generational Workplaces

**Working with Boomers: Leadership
Practices for Younger Managers** 393

Today's workplaces are characterized by multigenerational work forces which may span 40 years or more. With more older workers staying or returning to the workplace, members of Generation X and the Millennial



generation in leadership and management roles are finding themselves working not only with younger generations – but increasingly managing or leading those of older generations.

This course examines the characteristics of major U.S. generational groups and their impact on the workplace. With an emphasis on “peer personalities” participants explore manager to subordinate and subordinate to manager relationships across the generational groups. Practical approaches are examined to better understand and work across generations. Participants discuss techniques to recognize dissent and manage conflict based in cultural differences and generational gaps; how to work with people in generational conflict; how to recognize their own positions which might interfere with communication; and how to find common interests to overcome generational position-based conflicts at work.



Instructors: Jennifer Kalfsbeek, Ph.D. is Assistant Dean for Program Development, Tseng College of Graduate Studies, CSU-Northridge.

Thursday, November 13, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/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. Session will cover both the principles and key elements of contract



management and procurement, and will provide participants a broad understanding of various contracting approaches, best practices, and will discuss practical examples. 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, July 25, 2014 10:00 a.m.–3:30 p.m.
Sacramento • \$129/person for counties • 3 credits • Staff/Elected Officials

Jump-start your first term as a newly elected County Supervisor

New Supervisors Institute

110

So you've just been elected as County Supervisor. *Now what?* This series of three sessions is designed to help you hit the ground running. The series examines the basics of county governance. Hear tips and tricks from experienced supervisors on establishing your office, roles and responsibilities, ten top questions to ask of staff, legal obligations and much more.



The first session is held just before the CSAC Annual Meeting in November and provides the unique opportunity to develop a network amongst all the Supervisors-Elect which will last through your career.

Objectives of Session 1

- ♦ Describe roles, responsibilities and legal obligations of a county supervisor.
- ♦ Identify ten questions to ask the CAO/CEO and department directors.
- ♦ Understand the role of a supervisor and the CAO/ CEO in county governance and management.
- ♦ Appreciate the dynamics of Board interaction and the strategies to accomplish goals.
- ♦ Effectively approach the first 90 days in office.
- ♦ Build a lasting network of peers to consult with and share ideas.



The three sessions of the Institute provide a unique venue for new County Supervisors to meet their colleagues and learn important information, protocols and practices to help them better understand the requirements and environment of their new office. The Institute is designed to complement new supervisor orientations offered by the county.

Session I will be held in Anaheim in conjunction with the CSAC Annual Meeting. The Institute will conclude at 11:30 a.m. on Tuesday, so participants may attend the Orientation Session for new Annual Meeting attendees. Sessions II and III will be held at the CSAC Conference Center in Sacramento.

For registration and fees, please contact Institute Registrar Chris Feusahrens at cfeusahrens@counties.org or 916/327-7500.

Session 1

Monday, November 17 – Tuesday, November 18, 2014
Anaheim • Supervisors-Elect • 6 credits for completion of all three sessions

Session 2

Thursday, February 26 – Friday, February 27, 2015*
Sacramento

Session 3

Thursday, April 23, 2015*
Sacramento



*Tentative dates subject to confirmation

Summer-Fall 2014 Schedule Institute Courses by Topic

DATE		Course	Page
LEADERSHIP			
July 18*	Art & Practice of Organizational Leadership	120	1
Aug 1	Facilitation Practices: The Basics of Bringing People Together	377	3
Sept 5	Talent Development and Succession Planning	380	6
Sept 25	Manage Conflict (even hostility) in Comfort	360	5
Oct 2	Leading by Values – Strategies for the Public Sector	122	4
Oct 9	Performance Measurement and Management	370	5
Oct 10	Negotiations and Collaboration in Complex Environments	356	5
Oct 16	Making an Impression: Media Interviewing and Interaction	352	4
Nov 7*	When Bad Things Happen: Managing Crises and Emergencies	357	6
Nov 13	Working with Boomers: Practices for Younger Managers	393	6
Nov 20*	Art and Practice of Elected Leadership	111	1
Nov 21*	Thinking Strategically in Trying Times	363	6
Dec 11	Leadership at the Intersection of Politics and Policy	115	4
POLICY and GOVERNANCE			
July 25	World Class Contracting, Contract Management & Procurement	392	7
Aug 14	Climate Change & Sustainable Communities: County Practices	304	2
Aug 15*	Local Governance in California	150	4
Aug 21	Capital Improvement Planning and Financing	155	2
Sept 12	County Legislative Advocacy in Sacramento	334	3
Sept 11	Cost Principles, Reporting Requirements and the Supercircular	368	2
Sept 19*	Federal Healthcare Reform and California Counties	331	3
Sept 26	Realignment 301: Where and How the Funds Flow	307	6
Oct 17*	Financing California Counties: A History of Funding Sources	151	4
Oct 30	New Standards in Pension Accounting and Financial Reporting	391	5
Nov 6	Behavioral Health: Emerging Practices in AD&MH Services	302	2
Dec 5*	Financial Reporting and Budgeting for Nonfinancial Experts	369	3
Dec 18	County 101: Duties, Authorities & Responsibilities of Counties	157	3
Nov 17-18*	New Supervisors Institute	110	7

NOTE: * course in San Diego * course in Anaheim at CSAC Annual Meeting



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

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

Course schedule and descriptions subject to change.
Visit www.csacinstitute.org for:

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



ABOUT CSAC Institute

CSAC Institute for Excellence in County Government is a professional, practical continuing education program for county staff and 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 is a program of the California State Association of Counties (CSAC) and established in 2008. The Institute is supported by CSAC, the California Counties Foundation (a 501(c)(3) charity), grants from organizations and foundations, and course registration fees.

Course Locations

Sacramento – Courses are held in downtown Sacramento at the CSAC Conference Center (1020 11th Street) or nearby location.

San Diego – Courses are hosted by the County of San Diego and held at the new County Operations Center in Kearny Mesa (Overland Avenue and Claremont Mesa Boulevard) in San Diego.

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. Please contact Institute Registrar with any registration questions or problems.

Fees – Course tuition includes instruction, materials, certificate and lunch (for 3-credit classes). All county staff and officials are eligible for the special county rate of \$43/credit. Staff from county-partnered CBOs, CSAC Corporate Members and CSAC Affiliate Members are also eligible for this special registration rate. On a space-available basis, courses are open for others to attend. The regular registration fee for non-counties is \$117/credit.

Discounts – Reduced tuition is available when individuals register for three or more classes at the same time or purchase the Credential Package. Save at least 15%/class with these options.

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

Host CSAC Institute Courses in Your County

The Institute partners with counties to offer Institute classes at county sites. For information on hosting a series of classes in your county, please contact the Institute Dean.

Master of Public Administration Degree Program

CSAC Institute has partnered with California State University – Northridge to offer an on-line MPA degree program exclusively for county staff and officials. The two-year program is personalized for counties and the reduced tuition provides a unique opportunity to earn the advanced degree. The next cohort is planned to start in September, 2015. Special workshops for interested individuals are scheduled for Sacramento this September and January. Contact the Institute Dean for information.

Contact Us

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916/327-7500