



LEAGUE OF
**CALIFORNIA
CITIES**



Dec. 7-9, 2022 ◆ Monterey, CA

City Clerks New Law and Elections **SEMINAR**

Find session materials online @ www.calcities.org/CCNLES

Wi-Fi is provided to access session materials.

Network: Cal Cities

Passcode: 1898Monterey

WEDNESDAY, DEC. 7

8:00 a.m.-6:00 p.m.

Registration Open
Regency Foyer

8:00 a.m.-6:30 p.m.

Premium Sponsor Tables Open
Regency Foyer

10:00 a.m. - noon

Opening Keynote: How to Get Things Done When You're Not the Boss
Regency Grand Ballroom, Main



Sometimes you're not in charge. You cannot tell people what to do, yet you still need their help to do your job. Yes, it's possible to get results, influence others, and lead projects without being a boss, but how? By establishing a reputation for integrity and trustworthiness you've got a good start—yet you need to master certain skill sets to succeed. This keynote explores strategies for helping city clerks achieve their professional goals regardless of the constellation of circumstances they face.

Opening Remarks: Marc Donohue, President, City Clerks Department and City Clerk/Communications Director, Eastvale

Speaker: Mitchell Friedman, Principal, Mitchell Friedman Communications

noon-1:30 p.m.

Networking Luncheon
Regency Grand Ballroom, Main

1:30-3:00 p.m.

Strategies for Creating Dynamic Multi-Generational Teams
Regency Grand Ballroom, Main

It used to be called the generation gap. With seven living generations, the potential for generational differences in the workplace is high. In this session, hear from a Baby Boomer, a Gen Xer, and a Millennial on what it means to say "back in my day," and how celebrating each other's differences and unique perspectives is a better leadership approach than trying to get everyone "on the same page." Participants will learn strategies for translating generational language differences, why innovation doesn't have to abandon tradition, and will leave with a new appreciation for their co-workers.

Presentation of Sponsors: Ashton R. Arocho, Second Vice President, City Clerks Department and Deputy City Clerk, Fontana

Moderator and Speaker: Stephanie Smith, Director of Election Services, Best Best & Krieger, LLP

Speakers: Paula de Sousa, Partner, Best Best & Krieger, LLP
Frank Splendorio, Of Counsel, Best Best & Krieger, LLP

3:00-3:30 p.m.

Visit With Sponsors
Regency Foyer

3:30-5:00 p.m.

Wearing Multiple Hats: How to Manage a PIO Role
Regency Grand Ballroom, Main

The role of a Public Information Officer (PIO) comes with several responsibilities ranging from creating social media posts to devising a public engagement strategy. Many agencies add these responsibilities to differing roles, making balancing them with an everyday workload a daunting task. During this session, presenters will share their insights on managing multiple roles, the communications that come with it, and community engagement best practices. The foundational knowledge shared in this session will help you deliver in your role as a city clerk.

Moderator: Jessica Blair, First Vice President, City Clerks Department and Communications Director/City Clerk, Half Moon Bay

Speakers: Michelle Bigelow, City Clerk/Public Information Officer, Morgan Hill
Jorge Garcia, Assistant City Manager, Pismo Beach
Ryder Smith, President, Tripepi Smith

WEDNESDAY, DEC. 7

5:00-6:30 p.m.

Joint Networking Reception with Fire Chiefs and Municipal Finance Officers Regency Foyer

Make new friends and catch up with old ones while enjoying delicious appetizers and tasty beverages during the evening networking reception. This joint reception is open to attendees from all three Cal Cities conferences: the Fire Chiefs Leadership Seminar, Municipal Finance Institute, and City Clerks New Law and Elections Seminar. It's the perfect opportunity to form support networks inside and outside your profession.

MMC/CMC Credit

3.5 MMC Advanced Education/Professional and Social Contribution Points and CMC Education/Experience points will be available with completed learning assessment.

At the beginning of each session, please scan your badge at one of the available kiosks.

2022 - 2023 Department Officers

*President, Marc Donohue
City Clerk/Communications Director, Eastvale*

*First Vice President, Jessica Blair
Communications Director/City Clerk, Half Moon Bay*

*Second Vice President, Ashton R. Arocho
Deputy City Clerk, Fontana*

*Department Director, Randi Johl
City Clerk/Legislative Director, Temecula*

*Recording Secretary, Debra Black
City Clerk, San Dimas*

*Past President, Melissa Thurman
Town Clerk, Portola Valley*

THURSDAY, DEC. 8

8:00 a.m.-4:00 p.m.	Registration Open Regency Foyer
8:00-9:00 a.m.	Networking Breakfast Regency Grand Ballroom, Main
9:00 a.m.-noon	New Law and Election Update and More! Regency Grand Ballroom, Main It's that time of year again. In this session, we will share highlights from the previous legislative session; discuss new bills related to elections, records, and the Brown Act; and review new Fair Political Practices Commission rules, regulations, and filing requirements. In addition, we will identify which department programs and practices currently work, which do not, and what legislative solutions may be the answer to future challenges of the profession, especially as it relates to meetings, records, elections, and voting. Moderator: <i>Randi Johl, Department Director, City Clerks Department and City Clerk/Legislative Director, Temecula</i> Speakers: <i>Michael Cohen, Associate, Renne Public Law Group</i> <i>Chloe Hackert, Education and External Affairs Unit Manager, Fair Political Practices Commission</i> <i>Dane Hutchings, Managing Director, Renne Public Policy Group</i> <i>Lindsey Nakano, FPPC Senior Legislative Counsel, Fair Political Practices Commission</i> <i>Johnnie Piña, Legislative Representative, League of California Cities</i>
noon-1:30 p.m.	Networking Luncheon Regency Grand Ballroom, Main
1:30-3:00 p.m.	Federal Resources for Elections Regency Grand Ballroom, Main Under the Help America Vote Act of 2002, the U.S. Election Assistance Commission serves as a clearinghouse for best practices in election administration. These best practices can be scaled back or downsized as needed to work across jurisdictions. In this session, presenters from the U.S. Election Assistance Commission will introduce the agency's clearinghouse function and highlight the resources and best practices that election officials can leverage to help with every aspect of election administration; from cyber security to language assistance, chain of custody, post-election audits, and accessibility. Moderator: <i>Debra Black, Recording Secretary, City Clerks Department and City Clerk, San Dimas</i> Speakers: <i>Kammi Foote, Senior Election Subject Matter Expert, U.S. Election Assistance Commission</i> <i>Christy McCormick, Commissioner, U.S. Election Assistance Commission</i>
3:00-3:30 p.m.	Break
3:30-5:00 p.m.	Building a Strong Working Relationship with Your City Manager Regency Grand Ballroom, Main As clerks, we are dedicated to our organizations, managers, and councils, but how do you build a strong relationship with a city manager when those positions are ever changing? In this session, we will discuss how to build a better relationship with your city manager, understanding your role as the clerk, and how to work within your boundaries and stay in your lane. This session will teach you what your city manager expects of you and how to coach your city manager on what is expected of them, as well as how to work through difficulties. Moderator: <i>Ashton R. Arocho, Second Vice President, City Clerks Department and Deputy City Clerk, Fontana</i> Speakers: <i>Heather Glaser, City Clerk, Mountain View</i> <i>John Kunkel, Interim City Manager, Huron</i> <i>Graham Mitchell, City Manager, El Cajon</i> <i>Marci Reyes, City Clerk, Kerman</i>

FRIDAY, DEC. 9

8:00-10:30 a.m.	Registration Open Regency Foyer
8:00-8:45 a.m.	Networking Breakfast Regency Grand Ballroom, Main
8:45-10:15 a.m.	When Discourse Fails and Recalls and Initiatives are on the Horizon Regency Grand Ballroom, Main In the era of unprecedented election challenges, municipal clerks are obligated to exhaust all means of communication to maintain public trust. These efforts include encouraging civil discourse and facilitating access to timely and relevant information. In this session, attendees will learn how to productively engage internal and external stakeholders to lower the temperature in the room, as well as the technicalities of how to conduct a recall or initiative in a community when the temperature remains a little too hot to handle. Moderator: Marc Donohue, President, City Clerks Department and City Clerk/Communications Director, Eastvale Speakers: Dawn G. Abrahamson, City Clerk, Vallejo Melissa Kuehne, Senior Program Manager, Institute for Local Government Lisa Pope, City Clerk, Vernon
10:30 a.m.-noon	Creating Greater Diversity, Equity, and Inclusion Through Language Access Regency Grand Ballroom, Main Democracy requires participation and as City Clerks we must create a transparent and accessible environment. Online access to meeting information is a powerful tool, but in order to reach as many communities as possible, a language access program is necessary. Hear about programs implemented in other cities along with the lessons learned. Panelists will discuss how they discovered that it is possible to do more to engage the entire community and increase meaningful participation, even with limited resources. Moderator: Jessica Blair, First Vice President, City Clerks Department and Communications Director/ City Clerk, Half Moon Bay Speakers: Kerry Bigelow, City Clerk, Chula Vista Yazmin Dominguez, Deputy City Clerk Services Manager, Santa Barbara Diana Fuentes, Assistant City Clerk, San Diego



Save The Dates:

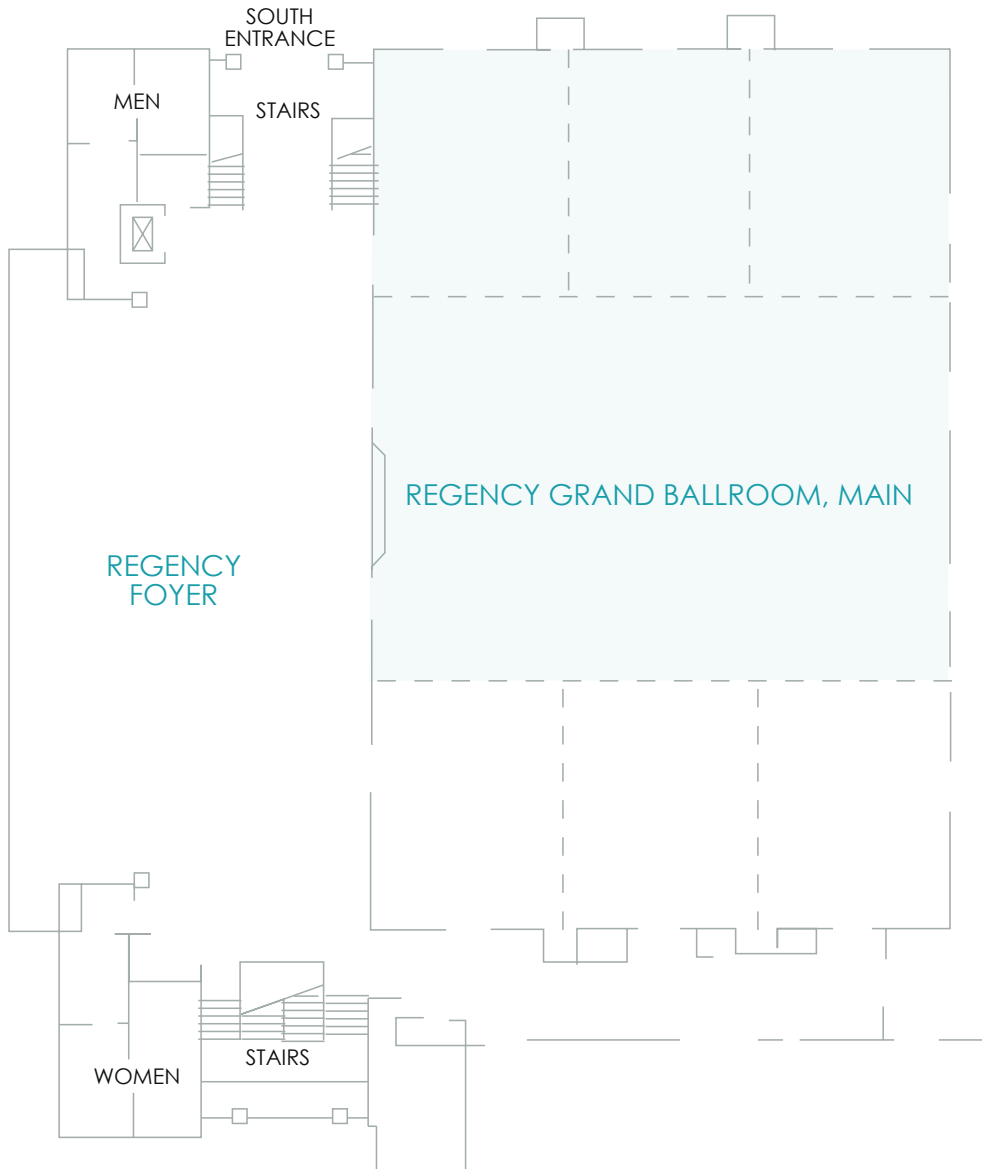
2023 ANNUAL CONFERENCE AND EXPO
Sept. 20 - 22 | SAFE Credit Union Convention Center, Sacramento

2023 CITY CLERKS NEW LAW AND ELECTIONS SEMINAR
Dec. 13 - 15 | San Diego Mission Bay

NOTES

FLOOR PLAN

Second Floor, Conference Center



Please take a moment to share your thoughts on the seminar by scanning this QR code.





LEAGUE OF
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CITIES**

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www.calcities.org