

## **California Special Districts Association (CSDA)**

**CSDA classes on demand (<https://www.csda.net>)**

**Free for members (MCWRA is a current member)**

**Some offerings geared towards Board Members, include:**

### **1. A Guide to Creating New Board Member Orientations**

New Board members need a good start. An orientation that is comprehensive, factual, and strategic is crucial as they begin their service and provides them with vital information they need. This course is intended for the District administrators to prepare a proper Orientation process and provides many ideas and methods to bring new Board members up to speed as quickly as possible

### **2. Good Governance**

Every board wants to govern well. It's about serving the public well. This course offers the perspective of a seasoned decision maker and consultant that will make you consider best practices of good governance for special districts; what your role is and what it's not, where the lines get drawn, and where to be careful. Every board member should watch this concise primer on good governance. This course is meant to provide best practices for all board members both new and experienced.

### **3. Intro to Special District Finances for Board Members**

As a board member/trustee, your responsibilities include providing fiscal oversight of the special district's finances. This course will help you fulfill these responsibilities by providing you with the knowledge and tools you need to gain a better understanding of the flow of a special district's day-to-day transactions, accounting systems, and financial statements.

## **4. Keeping Up with the Brown Act**

Public agency board members, and the employees who support them, must understand the complex public meeting and transparency laws established by the Brown Act. In this webinar, we will walk through practical scenarios to identify the common pitfalls, and best practices, in Brown Act compliance. Topics include agendas, closed sessions, administrative decisions, litigation, and settlements.

## **5. Board Member and District Liability Issues 2022**

Having a complete understanding of the potential liability issues in your district can prevent problems in the future and even assist with efficiency and communication protocols. This webinar is a discussion of the legal role of the Board in the management and operation of a public agency and the role of individual Board members acting within the course and scope of their official duties.

## **6. Reserve Policies for Special Districts: How Much is Enough?**

Special Districts are struggling to develop reserve policies and determine how much reserve they really need without appearing to have too much. This session will talk about what reserves are needed and why, how to establish reserve level policies, support for your reserve policy including a capital improvement plan and how to communicate your reserve policies to your constituents. This session will also provide resources to help you get started in establishing or revising your reserve policy.

## **7. The Great Board Chair**

The Board Chairman or President holds a very important and often overlooked role in conducting the public's business. The Chair holds the keys in being able to lead his/her Board's through effective and proper public meetings, and the interactions with the public and executive. This class provides an overview for the sitting or incoming Board Chair who desires to optimize his/her service and to improve how the agency leaders do their work.

## 8. What Every Board Member Should Know

Being a Board member and representing the public is an obligation that most individuals never hold. It is clearly necessary that the multi-faceted responsibilities and expectations of a Board member be well understood. This class outlines the basic responsibilities of a Board member for the candidate, the newly elected, or the experienced sitting Board members.

## 9. Who Does What? Best Practices for Board/Staff Roles

Effective government at the local level relies on many people playing specific roles. This webinar will cover applicable laws and best practices for developing positive and effective relationships between elected board members and their staffs, including a discussion of legal standards and practical tips to ensure good and productive government.

## 10. Who Does What? Best Practices in Board/Staff Relations

Effective government at the local level relies on many people playing specific roles. This webinar will cover applicable laws and best practices for developing positive and effective relationships between elected board members and their staffs, including a discussion of legal standards and practical tips to ensure good and productive government.

### On-Demand webinars recommended for Board Members/Trustees:

- Keeping Up with the Brown Act
- General Manager Evaluations
- Good Governance
- Who Does What? Best Practices in Board/Staff Roles
- Board Member and District Liability Issues 2022
- How and Why Involvement in LAFCO Matters for Special Districts
- How to Build a Better Multi-Year Strategic Plan
- Effective Meeting Management Through Parliamentary Procedure
- The Critical Nature of Communications in the Public Agency