

California Recorders' Association of California
and
California Association of Clerks & Election Officials
2019 Joint New Law Workshop & Seminar
Conference Tentative Agenda Outline
December 2- 5, 2019

MONDAY, December 2

8-9 Continental Breakfast Regency

9 CLERK OF THE BOARD OF SUPERVISORS
2019 Chaptered Laws Affecting the Duties of the COB
Discussion of Proposed CACEO Legislation Affecting Assessment
Appeals

“Bullets You Didn’t Know You Dodged”: A Discussion of CACEO
Legislative Actions in 2019 that Saved You Money and Headaches

- John McKibben, Los Angeles County
- Matt Siverling, CACEO Legislative Advocate

*Here we go again, this time in a new two-year legislative session full of thrills and spills, not to mention a couple of chills, affecting Clerks of the Board. Way better (OK, maybe worse) than action thriller movies! Also, we will discuss the further adventures of the State Board of Equalization, which is amending the Assessment Appeals Manual and adopting a new form for use by assessors, but which will spill over into the county board of equalization’s territory. AND we will talk about new assessment appeal legislation co-sponsored by CACEO. **We know CSAC is meeting this week, but make an extra effort to attend the COB workshops on a Monday for a change.***

10 Refreshment Break

Monday, December 2nd continued:

10:30 Role of the Clerk of the Board

- Kathy Hayes, Clerk of the Board, Humboldt County
- Tracy D'Amico, Deputy Clerk of the Board, Humboldt County
- Lynna Monell, Clerk of the Board, San Bernardino County
- Diane Severud, Deputy Clerk of the Board, Calaveras County

The Clerk of the Board is defined in California State law as a County Officer and can be either the County Clerk (acting in an ex-officio capacity) or a separately appointed individual in those counties which have passed an ordinance, pursuant to Government Code Section 25100.5, establishing the Clerk of the Board as a separate position to be appointed by the Board of Supervisors in the same manner as other county officers are appointed. Regardless of how the office is held, there is only one Clerk of the Board for each county. This session focuses on the role of the Clerk of the Board and, among other topics, will cover:

- *The roles of the Clerk, CAO, and County Counsel in your Board meetings;*
- *The roles of the Clerk in the agenda workflow process; and*
- *Building relationships with your Board of Supervisors and their staff.*

Get ready to learn and hear from your colleagues as they discuss their experiences and their advice for Clerks. Time will be allotted for a Q&A session and for you to share your experience.

Noon Lunch on your own

1:30 Roundtable Discussion of Boards, Committees, and Commissions

- Karla Van Hagen, Senior Deputy Clerk of the Board, Mendocino County
- Jami Napier, Chief Assistant Clerk of the Board, Contra Costa County
- Emlyn Struthers, Management Analyst, Contra Costa County
- Lindsey Dunham, Deputy Clerk of the Board, Mendocino County

Does your Boards, Committees, and Commissions process take up a lot of staff time and resources? Learn from other Clerks about their processes and software solutions, and brainstorm different ways to improve and streamline your office's process. And you can share your experience, as well.

Monday, December 2nd continued:

3 Refreshment Break

3:30 Clerking the Assessment Appeals Board

- Rick Heyer, Supervising Deputy County Counsel, Sacramento County
- Margie Wing, Senior Specialist Property Appraiser, State Board of Equalization
- Rachel DeBord, Clerk of the Board, San Joaquin County
- Maria Vasquez, Deputy Clerk of the Board, Riverside County

Join us for our session on assessment appeals and get a refresher on what the Revenue and Taxation Code and the Property Tax Rules demand of you, as a Clerk. Learn more about the 2020 split roll initiative. Get clarification on what the Clerk's and Counsel's roles are before, during, and after an assessment appeal hearing. Learn what the Clerk's role is in accepting or denying applications, what the Appeals Board is allowed to discuss during a closed session, and whether an item must be agendaized in order for the Board to discuss it. This panel discussion will address questions submitted by Clerks in advance of the conference and any questions raised during the Q&A session.

Note: One of the topics being discussed is the Assessment Appeals Process Training Booklet. Please access via link <http://www.boe.ca.gov/proptaxes/caabs-training.htm> to print and bring it to the conference.

5 – Adjourn

TUESDAY, December 3

9 RECORDERS' – DRIM/Mutual Problems

- Danielle Rifilato, Santa Barbara County
- Jaime Pailma, Los Angeles County

10 CRAC Legislative Meeting

- Monique Blakely, Los Angeles County
- David Valenzuela, Ventura County
- Rob Grossglauser, Legislative Advocate – Pinnacle Advocacy

11 CRAC Board of Directors Meeting

- President, Donna Johnston, Sutter County
- Vice President, Mark Lunn, Ventura county
- Treasurer, Joseph Canciamilla, Contra Costa County
- Secretary, Leslie Morgan, Shasta County

Wednesday, December 4th continued:

- 9-10:30 ELECTIONS – Voters with Specific Needs (*closed to vendors*)
- Co-chair, Tim McNamara, Los Angeles County
 - Co-chair, Eren Mendez, Contra Costa County
- 9-10:30 ELECTIONS – Petitions
- Heather Ditty, Sacramento County
- 9-12 ELECTIONS – Fiscal Staff Workshop (*closed to vendors*)
- Cathy Darling Allen, Shasta County
 - Gail Pellerin, Santa Cruz County
 - Sue Ranochak, Retired Mendocino County
- ELECTIONS – SB90
- Michael Vu, San Diego County
- 10:30-12 ELECTIONS – Voting Systems (*closed to vendors*)
- Tim McNamara, Los Angeles County
- 12 RECORDERS' Adjourn
- 12-1:30 CACEO Lunch on your own / Exhibit Visitation
- 1:30-3 ELECTIONS – Legislative Meeting
- Co-chair, Ryan Ronco, Placer County
 - Co-chair, Tricia Webber, Santa Cruz County
- 3-5 CACEO Board of Directors Meeting
- President, Joseph Holland, Santa Barbara County
 - Vice President, Brandi Orth, Fresno County
 - Treasurer, Donna Johnston, Sutter County
 - Secretary, Tommy Gong, San Luis Obispo County
- 5:30-7 Welcome Reception – all attendees
Introduction of Exhibitors

Dinner on your own

THURSDAY, December 5

- 8-9:30 CACEO Principals only breakfast
- 8:30-9:30 Continental Breakfast / Exhibit Visitation
- 9:30-10 CACEO General Session (County Clerks & Elections)
Pledge
Welcome Remarks
 - Joseph Holland, Santa Barbara CountyRoll Call
 - Tommy Gong, San Luis Obispo CountyRecognition of Subcommittees and Updates
 - Tricia Webber, Santa Cruz County
 - Ryan Ronco, Placer County
- 10-10:30 Break/Exhibit Visitations
- 10:30- 12 ELECTIONS – New Law Presentation
 - Ryan Ronco, Placer County
 - Tricia Webber, Santa Cruz County
-Fair Political Practices Commission – Political Reform Act
 - Speaker(s) TBD
- 10:30-11:15 COUNTY CLERK Legislative Committee
 - Co-chair, Donna Allred, Sacramento County
 - Co-chair, Val Wood, San Diego County
 - Matt Siverling, Legislative Advocate
- 11:15-12 COUNTY CLERK – CRM
 - Monique Blakely, Los Angeles County
 - Jaime Pailma, Los Angeles County
- 12-1:30 Lunch on your own
- 1:30-3 COUNTY CLERK – New Law Presentations
 - Donna Allred, Sacramento County
 - Val Wood, San Diego County
 - Matt Siverling, Legislative Advocate
ELECTIONS – Secretary of States Presentation
 - Speaker(s) TBD

Thursday, December 5th continued:

3-3:30 Break/Exhibit Visitations

3:30-5 COUNTY CLERK – Mutual Problems

- Val Wood, San Diego County
- Donna Allred, Sacramento County

3:30-5 ELECTIONS – Secretary of States Presentation continued

5 Adjourn – County Clerks & Elections