

2010 WINTER/SPRING COURSE SCHEDULE

LEADERSHIP AND PUBLIC ENGAGEMENT

112 **Getting Things Done: The Art of Working with Others to Achieve Objectives**

Examines the practices that improve the likelihood of achieving desired objectives. It examines the elements which contribute to success, from interpersonal relations to building a system of monitoring and a culture of accountability.

Friday, 19 February 2010 10:00-3:30
Sacramento * \$75/person for counties * 3 credits * Board/Execs

113 **Coalition Building: Creating Consensus**

Examines the techniques and practices of creating consensus. It provides practice tips for those with a leadership or facilitative role in building coalitions. This course provides hands-on skills in creating, leading, facilitating and keeping coalitions on track.

Friday, 9 April 2010 10:00-3:30
Sacramento * \$75/person for counties * 3 credits * Board/Execs

114 **Public Engagement: Involving the Community in Decision Making**

Explores practical tips to maximize the effectiveness of public forums, hearings, town halls, and other forms of community engagement. Participants examine techniques that help the public take into account the hard choices and trade-offs in decisions, and how to demonstrate that public ideas and recommendations are taken seriously.

Thursday, 17 June 2010 10:00-3:30
Sacramento * \$75/person for counties * 3 credits * Board/Execs

360 **Managing Conflict (even hostility) and Disagreement in Comfort**

Designed to help County Supervisors and executives identify constructive approaches to positively managing conflict whether from the dais, in a meeting, or one-on-one. Participants develop tools to quickly analyze and respond to difficult situations and create practical, positive outcomes.

Friday, 14 May 2010 10:00-3:30
Sacramento * \$75/person for counties * 3 credits * Board/Execs

372 **To Do or Not to Do: Leadership in Decision Making**

This best practice course examines how values and past experience guides one in perceiving facts when engaged in decision making. It introduces a step-by-step approach to problem solving and handy decision making tools.

Thursday, 29 April 2010 10:00-3:30
Sacramento * \$75/person for counties * 3 credits * Board/Execs

See also: 352 - Making an Impression, 362 - Communicating Directly with Your Public, and 381 - Creative Budget Solutions

COUNTY GOVERNANCE

150 **Local Governance in California**

Provides an overview of local government structures – cities, special districts, JPAs, regional agencies, LAFCo, and others – and their responsibilities in California with a focus on how it relates to counties.

Friday, 23 April 2010 10:00-3:30
Oakland * \$75/person for counties * 3 credits * Board/Execs

151 **Financing California Counties**

Provides an in-depth examination of the federal, state and local county funding sources and how those funds are typically spent. The class explores county discretionary levels with key funding sources and how the funds may be spent.

Friday, 26 February 2010 10:00-3:30
Oakland * \$75/person for counties * 3 credits * Board/Execs

153 **Labor Relations in Local Government – Negotiating Contract Changes**

Examines the basics of labor negotiations and renegotiations, keys to concession bargaining, unfair practices, and employee benefits. Participants explore roles in negotiations, and strategies to negotiate layoffs, furloughs, and other contract changes to limit contract costs.

Friday, 12 March 2010 10:00-3:30
Oakland * \$75/person for counties * 3 credits * Board/Execs

308 **Fiduciary Responsibility – Managing the County Treasury**

Explains the fiduciary standards of diligence, responsibility and honesty as they relate to oversight of investment functions. Participants focus on the critical information that shapes the county investment officer's strategy and what they need to know to perform their oversight role of the county's treasury operations and investment portfolio.

Thursday, 11 March 2010 10:00-3:30
Sacramento * \$75/person for counties * 3 credits * Board/Execs

381 **Creative Budget Solutions and Innovative Service Redesign**

Given mandated services, citizen expectations and the scope of the current economic meltdown, counties across California cannot simply cut their way out of their deep budget challenge. This interactive course will explore the paradoxes and dilemmas of typical budget cutbacks, a menu of creative budget solutions, practical tools, and leadership approaches. Two case studies from San Mateo County will be used to identify innovative approaches and lessons learned.

Thursday, 14 January 2010 10:00-3:30
Sacramento * \$75/person for counties * 3 credits * Board/Execs



POLICY DEVELOPMENT

Water

311 Water in California – The Politics, Distribution ... and the Future

Provides the policy overview and history to this complex issue in an interactive and practical manner. Participants explore the current status of water storage and delivery systems in the state, and pressures on the water system outside of drought and growth, including climate change and environmental regulation.

Thursday, 4 February 2010 10:00–3:30
Sacramento • \$75/person for counties • 3 credits • Board/Execs

POLICY DEVELOPMENT

Health and Human Services

310 County Health Care Systems – The Responsibilities and Resources

Mandated responsibilities, funding sources, and state/ federal program reductions among the issues explored in this policy-makers course on county public health services. Examines indigent care, Medi-Cal services and public health.

Thursday, 22 April 2010 10:00–3:30
Sacramento • \$75/person for counties • 3 credits • Board/Execs

361 Effective Partnerships with County-Funded CBO's

Counties fund and rely on community-based organizations (CBOs) to provide county services. The success of the services delivered depends on the relationship between the county and the CBO. Find out in this course on how to select, establish and maintain effective relationships with CBOs.

Thursday, 6 May 2010 10:00–3:30
Sacramento • \$75/person for counties • 3 credits • Board/Execs

303 County Mental Health Obligations, Services and Funding

This survey course introduces the statutorily mandated responsibilities and other services counties provide. It examines innovative approaches to mental health services and highlights funding options for those services. Participants explore county approaches to services for those involuntarily committed and services for special-education students.

Thursday, 20 May 2010 10:00–3:30
Sacramento • \$75/person for counties • 3 credits • Board/Execs

307 Realignment 101: How Did We Get It? Where Did it Go?

What is realignment, where did it come from and how does it work? This course examines the history and rationale for establishing it and why programs were included or added over the years. Participants examine the mechanics and what programs realignment funds today.

Following the CSAC Legislative Conference!
Thurs-Friday, 3-4 June 2010 1:30-4:30 & 8:30-11:30
Sacramento • \$75/person for counties • 3 credits • Board/Execs

COMMUNICATION

352 Making an Impression: Media Interviewing and Presentation Skills

Designed for seasoned professionals and elected officials, this course helps polish presentations and strengthen delivery skills in any public setting. It covers practical strategies for planning, preparing and delivering presentations that audiences retain. Hands-on work includes labs and constructive critiques.

Friday, 22 January 2010 10:00–3:30
Sacramento • \$75/person for counties • 3 credits • Board/Execs

362 Communicating Directly with Your Public: Using New Media Resources

The traditional news release, news conference or public service announcement is becoming less effective in communicating the county's perspective on issues. This course examines the elements of a communication strategy and how new media tools fit in.

Friday, 26 March 2010 10:00–3:30
Sacramento • \$75/person for counties • 3 credits • Board/Execs

See also: 360 - Managing Conflict and Disagreement in Comfort

For more information and to register for these courses, visit: www.csacinstitute.org



Look for information on the website about other Institute courses and about becoming a *California Credentialed County Supervisor* or a *California Credentialed County Senior Executive*