



Legislation Text

File #: 19-1080, Version: 1

MEMORANDUM

TO: The Honorable Tina Scott, Chair, Lake County Board of Supervisors

FROM: Carol J. Huchingson, County Administrative Officer

DATE: November 19, 2019

SUBJECT: Consideration of Memorandum of Understanding Between the California Counties Foundation, Inc., Mendocino County and Lake County to Host a Series of CSAC Institute Courses in Ukiah, California

EXECUTIVE SUMMARY:

I am pleased to bring forward this MOU for the consideration of your Board, which, if approved, will make it possible for Lake and Mendocino counties to host a regional CSAC leadership training program, beginning in January 2020. You may be aware that in recent years, CSAC has rolled out this training regionally, rather than only being hosting in Sacramento. Along with my counterpart in Mendocino, I requested that Lake and Mendocino counties become a site for this regional training making it possible for our employees to participate locally rather than attempt to juggle the time and expense related to travel out of county.

The program requires a minimum number of forty enrollees, although the training venue can hold up to fifty-five. It is assumed that Lake County will have at least fifteen seats during the first year of training. The training consists of one day per month over a ten month period. The cost per enrollee is \$1,290 for the entire program and graduates will receive the CSAC Leadership Institute Certificate. The course outline is attached for your review. This is truly a great opportunity for our aspiring leaders.

Although the MOU for your consideration today contemplates one year of training, it is our intention to repeat the program for a second year starting in 2021. From an informal poll of Department Heads, I estimate as many as thirty existing County staff may enroll, with more likely in 2021.

The Mendocino County Board of Supervisors will consider this MOU for approval on or about this same date.

FISCAL IMPACT: ☒ None ☐ Budgeted ☐ Non-Budgeted
Estimated Cost: 15 enrollees (minimum) - \$19,350
Amount Budgeted:
Additional Requested:
Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative): Costs will be spread out over the Department Budgets for each of the enrollees.

STAFFING IMPACT (if applicable): N/A

RECOMMENDED ACTION: Approve Memorandum of Understanding Between the California Counties Foundation, Inc., Mendocino County and Lake County to Host a Series of CSAC Institute Courses in Ukiah, California.