



City Clerks Association of California (CCAC)
Education Workshop
Hosted by Region 2 (Sacramento Valley)
(Open to All CCAC Members)
Thursday, October 3, 2019 at 9:00 a.m.

**1) Public Speaking: Fundamentals that Lead to
 More Effective Presentation Skills**
**2) How to prepare a Request for Proposals for a Successful
 Electronic Content Management Solution**

HOST:	Stacy Leitner, Rancho Cordova City Clerk
WHEN:	Thursday, October 3, 2019, 9:00 a.m. – 3:00 p.m.
WHERE:	Rancho Cordova City Hall, 2729 Prospect Park Drive, Rancho Cordova, CA 95670
AGENDA:	8:30 a.m. – 9:00 a.m. Registration 9:00 a.m. – 10:00 a.m. Special Speaker: Assemblyman Ken Cooley 10:00 a.m. – 12:00 p.m. Public Speaking: Fundamentals that Lead to More Effective Presentation Skills Presenters: Linda Budge, Maria Kniestedt, Britton Snipes 12:00 p.m. – 1:00 p.m. Lunch 1:00 p.m. – 3:00 p.m. How to prepare a Request for Proposals for a Successful Electronic Content Management Solution Presenters: Helen Streck and Pilar McAdam, Kaizen InfoSource, LLC
FEE:	\$50 for CCAC Members / \$75 for Non-Members (Includes Lunch) Click here to register online. Pay by Credit Card or select to be invoiced.
POINTS:	This program has been approved by IIMC for 1 CMC Education Point or 1 MMC Education Point.

DEADLINE TO REGISTER: Monday, September 23, 2019. Cancellations are subject to the [CCAC Attendee Cancellation Policy](#).

Sponsors:



Contact Region Director Donna Settles, clerk@ci.galt.ca.us or 209-366-7130 with any questions.