Happy New Year! It doesn’t seem like it could already be 2018, but sure enough it is here. I hope that each of you found respite time over the past holiday season to rejuvenate and spend time with those you love the best. In our house that also means a trip to the snow for the puppies. I don’t like it much, (getting my socks wet and all) but seeing them play is good for my heart. My plan for 2018 is to make sure to include as many “good for my heart” moments as I can in the coming year.

It was a great treat to see so many familiar and NEW faces at December’s New Law and Election Seminar. I have already said this is one of my favorite conferences and this one certainly did not disappoint. The schedule was jam packed with engaging speakers and I know that I left with more tools in my tool bag than when I got there. A true highlight of the conference was seeing our esteemed colleague Colleen Nichol, City Clerk of the City of Riverside, receive the Pat Hammers Award.

Be sure to visit the CCAC website for links to register for the 2018 Annual Conference. The education committee has worked very hard to put together a great program; and the conference committee has put together some fun events to ensure we have a great time. Also check out the tentative Athenian Dialogue schedule, posted on the home page. If you haven’t done one yet, make 2018 your year of the AD!

By now you should have received your CCAC renewal notice via email. If you have not received that email please contact us at membership@californiacityclerks.org. Also make sure that your contact information is up to date in case you have moved to a different job, have a new email address or a name change.
It’s CCAC Membership Renewal Season!

By now, you should have received a notification email about renewing your membership with City Clerks Association of California (CCAC). Membership is an annual renewal that happens at the first of each year. Membership is important because it provides the framework for the services provided to the membership including access to: 1) special membership rates for trainings and to the annual conference; 2) scholarships; 3) the membership database in order to reach other clerks in your region or county; and 4) a voice in electing the board members and a say in the governance of the Association. Very importantly, your membership also ensures that CCAC has the ability to ensure a seat at the table with other local government decision makers at the League of California Cities (as well as with other government professional associations), AND in the state legislative process so clerk concerns can be presented when new laws are considered.

The Association’s focus is on providing a variety of educational opportunities for members in an organized way on diverse topics throughout the state. CCAC also places an emphasis on promoting the profession of the City / Board / Authority Clerk in all their many roles.

Membership rates remain unchanged and can be viewed on the CCAC website at: http://www.californiacityclerks.org/joining-ccac-page. To renew use the link in the email sent to you, to enroll new members access the form on the CCAC website under the membership tab (purple ribbon) and click on “joining CCAC”.

This year we are emphasizing cleaning up the membership database. If you notice in the renewal process: missing information, staff listed that are no longer a part of the agency, misspellings, and even incorrect titles – please notify us at membership@californiacityclerks.org. Look for more emails throughout the year as we continue to verify and update our membership database.

Some key dates to be aware of:
- Membership renewals must be received by: **February 28, 2018**
- Your membership will move to inactive status if payment is not received by: **March 9, 2018**

Please contact us at membership@californiacityclerks.org with any questions or concerns. We will respond within just a couple of days due to the volume of emails, but I promise we will get to your question/concerns. Thank you for renewing your membership in CCAC and let’s make 2018 a fantastic year!

Newly Designated Clerks

Phillip McGowan, CMC
City Clerk Specialist, City of Long Beach

Mona Forster, CMC
Deputy City Clerk, City of Rocklin

Natalie Sanchez, CMC
Acting Deputy City Clerk, City of South Pasadena

Tridae Hughes-Gonzales, CMC
Management Analyst / Office Administrator, City of San Diego

Nora Pimentel, MMC
City Clerk, City of Saratoga

Christine Black, MMC
Deputy City Clerk, City of Hollister

2018 Athenian Leadership Dialogues

**Save the dates for the 2018 Athenian Leadership Dialogues!**

Visit [www.californiacityclerks.org/athenian-dialogues](http://www.californiacityclerks.org/athenian-dialogues) for upcoming dates, books and more.
Upcoming CCAC Educational Sessions

CCAC Education Workshops

FPPC - Getting Prepared for the Upcoming Elections
January 19, 2018, 8:30 a.m. to 12:30 p.m.
Hosted by City of Sonoma (Region 16 - North Bay)
Click here for more information and to register online by January 12th

Athenian Dialogues

The Happiness Advantage by Shawn Achor
Facilitated by Patrice Olds, MMC
Saturday, January 27, 2018
9:00 a.m. to 3:30 p.m.
Hosted by City of Napa
Limited to 30 participants
Click here for more information and to register online.

Year of Yes by Shonda Rhimes
Facilitated by Anthony Mejia, MMC
Friday, February 16, 2018
9:00 a.m. to 3:30 p.m.
Hosted by City of Chino Hills
Limited to 30 participants
Click here for more information and to register online.

Master Municipal Clerk Academy

February 7-9, 2018
Located at Dolce Hayes Mansion, San Jose
Click here for more information and to register by January 22nd

Nuts & Bolts Workshop - Northern

February 8-9, 2018
Located at the Rancho Cordova City Hall
Click here for more information and to register by January 10, 2018

Registration now open!

2018 CCAC Annual Conference
April 17-20, 2018
DoubleTree at the Marina
Berkeley, CA
http://www.californiacityclerks.org/ccac-annual-conference

View more 2018 Educational Opportunities at www.californiacityclerks.org/education-and-events.
Have you ever wondered where your membership dues and training registration fees go to? Here is a breakdown of our finances since July 1, 2017, through November 30, 2017.

Keep in mind that January is the time for renewal of our memberships, which is the majority of our income. We are fiscally solvent, with a reserve fund of over $92,000. Previous boards and the current board work hard to ensure that you are receiving quality education, scholarships and that our organization remains fiscally solvent with the help of our CPA’s and Management company.

Great news is that from the income received thus far this year, your board has kept their commitment to provide education and scholarships with over 82% of the income dedicated towards these.

If you have questions about our budget, please contact me directly at sdomen@lake-elsinore.org.

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Region 13 Director’s Message - Patricia Barajas, CMC

Happy New Year from the Monterey Bay Region! We had an exceptional educational workshop on November 29 where we had the pleasure of learning from Jolie Huston, Esq. and City Clerk Patrice Olds about “The Public Records Act after the San Jose Decision & Building the Administrative Record.” A special thanks to City Clerk Beatriz Flores and Assistant City Clerk Irwin Ortiz for their leadership and hosting my first workshop in the City of Watsonville.

As we begin to set our work plans and goals for 2018, remember that the City Clerk’s Office is an integral part of your city. When I first started working for the City of Salinas in 2008, my goal was to build positive working relationships with the various department, organizations, and residents with empathy and integrity. By doing so, I have been able to garner the support of the executive team, Council, my colleagues, and respect from the community. My goal for 2018 as Region 13 Director is to continue to expand the relationship building efforts throughout Region 13. The Monterey Bay region is comprised of 18 cities, across three counties which can create a challenge surrounding participation and training opportunities for its members. I look forward to working with each member City in Region 13 (and all other Regions) this year, and hope that you will join me in supporting and participate in professional development opportunities.

Wishing everyone a year of success!
Happy New Year! I would like to introduce myself to all of the wonderful city clerks, assistants, deputies, records managers/clerks, and special district managers/clerks that make up this great CCAC membership. My name is Jennifer Ferraiolo, City Clerk for the City of Lodi. Recently, I was appointed as the CCAC Region 3 Director to fill the position formerly held by Nora Pimentel who moved from the City of Tracy to Saratoga. I would like to thank Nora for doing an amazing job serving as our Region Director, for setting the stage for a successor to step right in and take over where she left off, and for her kindness, friendship, and recommendation to assume her role as Region Director.

A little background – I have been with the City of Lodi for roughly 30 years (29 of those with the City Clerk’s Office). I first became interested in the city clerk profession in 1987 when I worked part-time for the Lodi City Clerk, learning how to manage records, finalize an agenda packet, and work on Lodi’s last stand-alone election. In 1988, I was hired on full time as an Administrative Clerk in the Lodi Public Works Department, and in less than a year transferred to the City Clerk’s Office. Since 1989, I have served the Lodi City Clerk’s Office as an Administrative Clerk, Deputy City Clerk, Assistant City Clerk, and City Clerk, first in 1993 at the age of 23, and more recently since 2014.

One of a Region Director’s duties is to keep regional members advised of CCAC goals and Board actions, as well as facilitating training opportunities and apprising members of such training events. My goal is to ensure there are ample training opportunities for Region 3, and I was pleased with the response I received from members on topic suggestions and offers to host workshops. I will definitely be reaching out to some of you this year! As a kickoff, the first tentative educational workshop is being planned for March 9, 2018, in Lodi on the topic of preparing minutes. Mark your calendars, and stay tuned for more information and details!

Over the last 30 years, I’ve had the privilege of working with some pretty amazing city clerks, a number of whom served proudly on the CCAC Board or volunteered on committees. I never thought I would be one to serve because of the typical fears associated with it – can I handle the obligation, will I fit in, will I get up to speed quickly enough, and can I fit this responsibility into my already-busy schedule? Yes, I still have a couple of these worries, but the Board members have been enormously helpful and understanding while I acclimate and learn the ins and outs, and Region 3 members were incredibly welcoming in response to my introductory e-mail. My thanks go out to President Klock-Johnson for her encouragement when we spoke about the potential appointment; Second Vice President Olds, Professional Development Director Abrahamson, Recording Secretary Avrit, and Communications Director Ortiz for showing me the ropes and responding to my many cries for help; and Legislative Director Johl for including me in a number of Board activities years ago where I witnessed the hard work each of these Board and committee members do for CCAC and the tight bond and camaraderie the group has.

So, I leave you with this – do not fear the idea of volunteering or serving in some capacity. Step outside of your comfort zone. There are a number of CCAC committees that may interest you – Legislative, Education, Nominating, Audit, Bylaws, Handbook, Fundraising, Athenian Dialogue, Mentoring, and Regional committees. You can also assist a fellow city clerk with an educational opportunity to benefit members in your region or even just take a moment to respond to a ListServe question that could help a clerk in search of an answer or guidance. In any case, reach out and ask a Board member about serving or volunteering. It could just be the positive change you’re seeking!
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City Clerk, Chula Vista
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Clerk of the Board, Orange County Sanitation District
(714) 593-7433, klore@ocsd.com

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Patricia Barajas, CMC, Region 13 Director
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