



SPECIAL POINTS OF INTEREST:

- CCAC Regional Training Plan
- Winter Storm Readiness

Chair's Message

Deborah Padovan, CMC, Chair



Happy New Year! I hope that 2015 was a good year for you (we survived another holiday season) and that 2016 is shaping up to be even better. This will likely be a busy year for many of us as a presidential election is fast approaching and there seems to be no shortage of qualified candidates, special measures, and referendums for this year's ballot. I am excited because I have three City Council seats up for election and a number of individuals are interested in running. We canceled our last election, so I will have to brush up on all the election rules.

It was great to see so many new faces at the New Law conference this year. I am always surprised at the number of new regulations that go into effect on January 1st and how important it is to keep abreast of them. Many thanks to the League and CCAC for keeping us informed. -> page 3

June Lemos In the Spotlight

June Lemos, City Clerk, City of Fort Bragg



June Lemos was hired by the City of Fort Bragg as an Administrative Assistant in the Community Development Department in October 2013, after 24 years as a paralegal in a civil litigation law firm in Fort Bragg. She became Acting City Clerk in March 2015 and was appointed City Clerk last September.

June was born in Fort Bragg in what is now the Grey Whale Inn and has spent most of her life on the Mendocino Coast near her beloved Big River Beach. She is a fourth generation Mendocino resident, her great grandfather having sailed around the Horn in the mid-1860s from the -> page 4

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Valentine's Day
Sunday, February 14th

Upcoming NCCCA Division Meeting in January

Join us for a meeting on Friday, January 29, 2016, in Brentwood, for a program on "Control the Clock and Manage Stress." This workshop is uniquely designed to help you take charge. Brentwood, incorporated in 1948, is located in the far Eastern Contra Costa County region of the San Francisco Bay Area, and has a long history in agriculture and farming production.

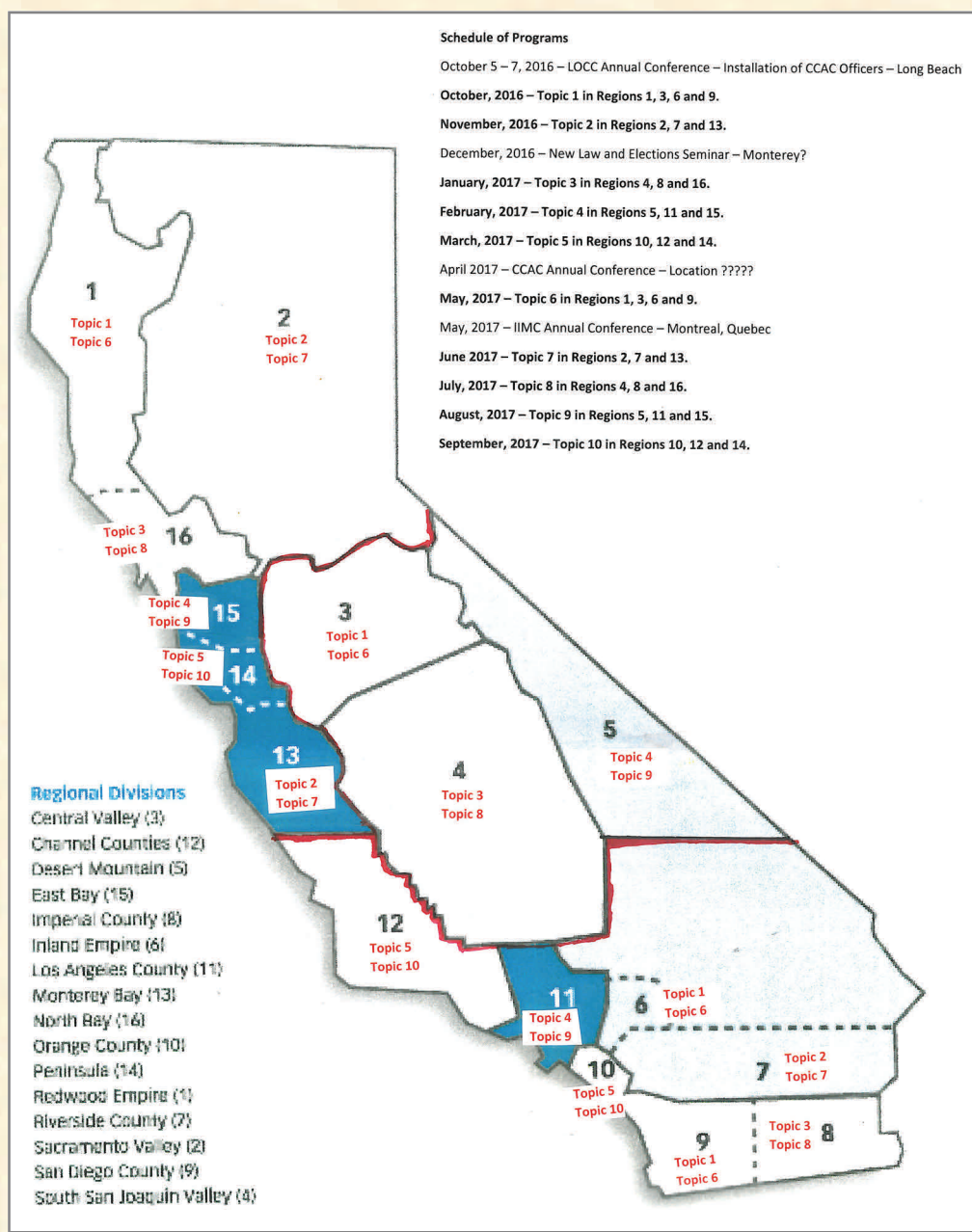
CCAC Regional Training Plan Approved

Dawn Abrahamson, CCAC Professional Development Director

The CCAC Board unanimously approved the 2016-2017 Regional Training Plan (see below) at its Board meeting following the conclusion of the New Law & Elections Seminar last month. There was a “Listserv Live styled” lunch presentation during the New Law & Elections Conference as well as an evening reception.

Our goal is to reassure the membership that all is well and that the educational opportunities will be greater when we move from Divisions to Regions in the Fall of 2016.

Each division has been asked to provide suggested training topics/speakers. There will be a short brainstorming session at the January 29 Northern Division meeting in which you will be asked to share and record potential educational topics and/or speakers that will assist the Professional Development Committee in yielding Regional educational programs starting in the Fall of this year. If you are unable to attend the January division meeting, your input is welcomed. Please email Professional Development Director Dawn Abrahamson at dawn.abrahamson@cityofvallejo.net no later than January 31.



Chair's...

Looking forward to the first six months this year, the Northern Division has three more meetings before the transition in July. Our next meeting is January 29th in Brentwood where we will learn how to better manage our time and stress levels. I have definitely learned that a lunchtime walk helps me manage stress and am looking forward to more helpful advice. Please remember that the remaining division meetings are free and there is still time to join us in Brentwood.

In addition to all the new faces at New Law, it was interesting to see all the retirement announcements

on the Listserve at the end of the year. Congratulations to all those clerks who provided years of service to the public and to our organization. I would like to note the upcoming retirement of a good friend and colleague of mine, Terri Griffin, at the City of Santa Rosa. She is an amazing individual with an immense knowledge of the clerk world. She will be greatly missed. May the next phase in her life, and of the other retirees, be just as rewarding. END

Winter Storm Readiness - Impacts of El Niño



Each year, California prepares for severe winter storms. These storms often result in flooding, landslides, electrical outages, and damage to highways and other important infrastructure. Over the last two decades, every one of California's 58 counties has been declared a disaster area at least once due to storm impacts. In 1995 alone, 48 counties were declared federal disaster areas due to a single set of winter storms. California's current drought conditions do not reduce the risks of winter storms. Over the last four years of this historic drought, winter storms have caused localized flooding, loss of life and property damage. Californians must continue to conserve water, while preparing for winter storms.

This year, the State has re-doubled preparation efforts given the warming trend in the Pacific Ocean known as El Niño. This year's El Niño condition is among the strongest on record and is expected to influence weather patterns by impacting the position of the Pacific jet stream. Scientific data shows that a strong El Niño condition increases the likelihood of above average winter rains. Climate experts indicate that this year's strong El Niño conditions provide higher odds of heavy precipitation this winter, especially in southern and central California.

El Niño warming of the Pacific Ocean also increases the sea level along California's coast. As water molecules in the Pacific Ocean warm, they expand and result in a temporary rise in sea level. Increased sea levels to date this season along California's coast measure between 6 and 11 inches. This increased static sea level may increase flooding and other impacts in coastal communities.



For updated information on El Niño conditions, please visit the El Niño portal at <http://www.elnino.noaa.gov/> maintained by the National Oceanic and Atmospheric Administration (NOAA).

Emergency response to flooding and other disasters in California is led by local emergency responders, utilizing the Standardized Emergency Management System (SEMS) and in coordination with the National Incident Management System (NIMS). Under this framework, local agencies initially respond to emergencies and then receive State support and resources when their capacities are exceeded.

Winter storm risks differ significantly across the State, and storm preparedness is led by local agencies such as flood control districts, water agencies, and cities and counties. Information about local storm preparedness and response plans in each county across the State can be found on the State's Storm Readiness Portal at <http://storms.ca.gov/local-information/>.

The above information is obtained and more information is available from the Federal Emergency Management Agency (FEMA) at <https://www.fema.gov/el-nino>.

June Lemos...

Azores Islands in Portugal. While working full time at the law office, June returned to college and received an Associate's degree from College of the Redwoods and a Bachelor's degree from Sonoma State University. She is currently on track to achieve her CMC designation in early 2017.

In her role as litigation assistant for over two decades, June handled pretrial discovery matters and organized evidence for use at trial, skills which come in handy in her job as records custodian. She looks forward to learning more about the election process, bids and contract preparation, and other City Clerk duties. Although Fort Bragg is a small city, it comes with its own unique set of challenges, not least of which is the water supply. One month after she became Clerk, an Emergency City Council meeting was called, a Stage 3 Water Emergency was established, and an Urgency Ordinance for Water Conservation was adopted. Good thing she likes a challenge. She also serves on the City's Social Media Team and has served on the Employee Recognition Committee, and the Safety Committee.



June is a lifelong student of classic literature and has enjoyed singing in the alto section of three local choirs over the last ten years. She is an expert knitter, Scrabble player, lucid dreamer and Reiki Master. She considers her greatest works of art to be her two daughters, Athena and Emily. END



save the date!

Upcoming Meetings and Events

January 29, 2016
NCCCA Division Meeting*
Location: Brentwood

February 1, 2016
Athenian Dialogue on *Endurance*
Location: Dana Point

February 4-5, 2016
Nuts & Bolts Workshop
Location: Rancho Cordova

February 17-19, 2016
Master Municipal Clerk Academy (MMCA)
Location: San Jose

February 27, 2016
Athenian Dialogue on *The Woman Behind the New Deal*
Location: Paradise

March 15-18, 2016
Technical Track for Clerks (TTC) Series 100
Location: Riverside

March 25, 2016
NCCCA Division Meeting*
Location: St. Helena

April 25, 2016
CCAC One-Day Academy
April 26-29, 2016
CCAC Annual Conference
Location: Newport Beach

May 22-25, 2016
70th IIMC Annual Conference
Location: Omaha, Nebraska

***All NCCCA Division Meetings are now FREE.**
Simply register and attend at no charge.
Hope to see you there!



For details and registration information,
visit the Education & Events page of the
CCAC website at
www.californiacityclerks.org.

No Training Money? Apply for a Scholarship



Both the CCAC and the NCCCA offer scholarships to various meetings and events throughout the year. Be sure to check out the Scholarship page for scholarship opportunities and applications.

NCCCA Scholarship Opportunities

- ◆ **March TTC in Riverside**
Three \$750 scholarships
Accepting applications thru February 1, 2016
- ◆ **March Division Meeting in St. Helena**
One \$150 scholarship
Accepting applications thru February 12, 2016
- ◆ **Annual IIMC Conference in Omaha, Nebraska**
Two \$1500 scholarships
Accepting applications thru February 28, 2016
- ◆ **Annual CCAC Conference in Newport Beach**
Two \$1200 scholarships
Accepting applications thru March 14, 2016

To view a full list of scholarship opportunities or to obtain applications or more information, scroll to the bottom of the Scholarships page at <https://ccac.memberclicks.net/scholarships>, or contact Scholarship Chair Trish Paetz at deputycityclerk@san-juan-bautista.ca.us.

Scholarship Recipients

The NCCCA Scholarship Committee recently made the following awards:

- ◆ One \$150 scholarships for Division Meeting (January in Brentwood)
Michelle Wilson, Morgan Hill
- ◆ Two \$400 scholarships for Nuts & Bolts (February in Rancho Cordova)
Ashley Cocco, Ukiah
Lauren Sapudar, Cupertino
- ◆ Two \$650 scholarships for MMCA (February in San Jose)
Lisa Blackman, Napa
JoAnne Buerghler, Rohnert Park

Volunteer Opportunities

If you are interested in volunteering at the division level or in serving on a committee, contact Chair Deborah Padovan.

We are here for you

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NCCCA Division Meeting Highlights

November 6, 2015, in Morgan Hill

Division Business Meeting

- Maria Soria, Deputy District Clerk for the Midpeninsula Regional Open Space District, was sworn into office as the new NCCCA Program Chair. Welcome, Maria!
- More applicants are needed for Northern Division scholarships. Everyone is encouraged to apply - from our newest members to those just looking for an educational refresher!

Training Program

“Games You Might Have to Play: Risk and Threat Assessment At City Hall ”

- Chris Stevens of More Than Talk, LLC spoke regarding identifying, investigating, and responding to threats in the municipal workplace. This presentation was action packed and engaging.
- Discussions ranged from thinking through the layout of your office to establishing a formal “threat management team” to prepare for and address potential threats as they develop.
- Mr. Stevens suggested that those interested in the topic visit the Association of Threat Assessment Professionals website at: www.atapworldwide.org.



Ideas for Future Meetings

Contact Interim Program Chair Maria Soria if you have a program idea, if you can host a meeting, or if you can refer a sponsor.



Helpful Resources

The CCAC website at www.californiacityclerks.org has a list of links to assist you in your job. While you are there, remember to check out the Northern Division page for the NCCCA's newsletters, agendas, and minutes.



City Clerk Listserv

Are you subscribed to the City Clerk Listserv maintained by the League of California Cities? The Listserv provides a means for City Clerks to communicate and share information. You may subscribe/unsubscribe to the Listserv at http://lists.cacities.org/mailman/listinfo/city_clerks.

Recent Listserv Sample

On January 22, 2016, CCAC Legislative Director Randi Johl shared a copy of the Attorney General opinion with the following conclusions regarding online agenda postings:

- The Ralph M. Brown Act's regular meeting online agenda posting provision is not necessarily violated whenever the local agency's website experiences technical difficulties that cause the agenda to become inaccessible to the public for a portion of the 72 hours that precede the scheduled meeting.
- If technical difficulties prevent a local agency's legislative body from posting a regular meeting agenda on the local agency's website for a continuous 72-hour period before the scheduled regular meeting, but the legislative body has otherwise substantially complied with the Brown Act's agenda-posting requirements, the legislative body may lawfully hold its regular meeting as scheduled. Whether an agency has substantially complied in a given case would require an analysis of the particular circumstances to determine whether the Brown Act's statutory objectives of ensuring open meetings and public awareness are satisfied.

The complete opinion is available at <https://oag.ca.gov/system/files/opinions/pdfs/14-1203.pdf>.

CMC/MMC Certification

To obtain the Certified Municipal Clerk (CMC) or the Master Municipal Clerk (MMC) designation, you must be a member of the International Institute of Municipal Clerks (IIMC). Visit <http://www.iimc.com/> for more information. If you need a mentor, contact Mentoring Program Chair Vicki Kasad at vkasad@ci.ontario.ca.us.



Stay Connected! Like Us on Facebook!

Like the NCCCA page on Facebook to get the latest scholarship information, event information, networking opportunities, photos, and beyond. Take a look at <https://www.facebook.com/NCCCA>.



Comments or Suggestions?



Is there something you would like to see or share in an upcoming newsletter? Would you like to submit an article for publication?

We would love to hear from you. Send your comments and suggestions to Newsletter Editor Vivian Chiu at vchiu@sanleandro.org.