



COUNTY OF HUMBOLDT

For the meeting of: 7/9/2024

File #: 24-1041

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Time Certain Matter

Vote Requirement: Majority

SUBJECT:

California State Association of Counties (CSAC) Institute for Excellence in County Government Executive Institute Credential Presentation

RECOMMENDATION(S):

That the Board of Supervisors:

1. Receive the CSAC Government Executive Institute and report and recognize Credentials Presentation for the second annual CSAC Institute in Northern California hosted by Humboldt County.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3001 - Support a well-trained workforce

DISCUSSION:

The CSAC William "Bill" Chiat Institute for Excellence in County Government is a professional, practical continuing education program for senior county staff and elected officials. Its goal is to expand capacity and capability of county elected officials and senior staff to provide extraordinary services to their communities. The institute was established in 2008 and is a component of the California Counties Foundation, Inc. and CSAC. More than 6,000 county staff and elected officials across the state have taken courses.

CSAC, in partnership with Humboldt County, hosted its second annual CSAC Institute in Northern California that began Jan. 11, 2024, for 10 sessions ending May 17, 2024. Attendees dedicated approximately 45 hours to this intensive leadership in local government training series. Classes included:

- Leadership Fundamentals and Public Service Values
- Empathic Stance in Leadership Roles
- Productivity and Motivation
- Mastering the Art of Effective Communication
- Communicating and Presenting Complex Issues and Data
- Navigating Difficult Conversations
- Resilient Leadership
- Talent Development and Succession Planning
- Inclusive Leadership
- Emotional and Social Intelligence with Priorities

Of the 42 registered attendees 37 were able to complete the series to receive their CSAC credential.

Hosting the CSAC Institute in Northern California continues to optimize management of county resources by providing executive leadership training to county professionals in a cost effect way by reducing time away from the office and reducing costs associated with travel. Previously, county staff would have to travel to Sacramento for each half day training. Additionally, hosting the CSAC Institute in Northern California affords the opportunity for neighboring counties, Del Norte and Trinity, to attend.

In January 2025, the third CSAC Institute in Northern California hosted by Humboldt County will commence. Not only will the CSAC Credential program be available to a new group of emerging leaders, but also for those who were unable to complete their credential in the first or second series. These individuals will have the opportunity to attend sessions to complete their credential program.

SOURCE OF FUNDING:

All departments

FINANCIAL IMPACT:

<i>Expenditures (Fund, Budget Unit)</i>	FY24-25 Adopted*
<i>Budgeted Expenses</i>	\$69,440
<i>Additional Appropriation Requested</i>	
<i>Total Expenditures</i>	\$69,440

**Projected amounts are estimates and are subject to change.*

<i>Funding Sources (Fund, Budget Unit)</i>	FY24-25 Adopted*
<i>General Fund</i>	\$69,440
<i>Total Funding Sources</i>	\$69,440

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

Costs in fiscal year 2023-24 for 42 registered attendees was approximately \$69,440 and paid for by county departments. It is anticipated that cost estimates will be relatively the same in fiscal year 2024-25 and are budgeted as such.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There are no staffing impacts for the CSAC Institute other than staff time to coordinate the training series and participant’s attendance.

OTHER AGENCY INVOLVEMENT:

California State Association of Counties
Del Norte County
Trinity County

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Meeting of: 11/7/2023
File No.: 23-1379