



**To:** Board of Directors  
**From:** Edward Miller, President of the Board  
**Date:** January 10, 2020  
**Subject:** Board Member Educational Opportunity

**Background:**

California Special District Association (CSDA) and Fire Districts Association of California (FDAC) both provide educational opportunities specific to board governance.

The first opportunity this year is provided by FDAC in Modesto on January 25th & 26th. The two-day program is an excellent, educational resource for new directors. Some of the topics include:

- Knowledge of enabling legislation
- Understanding board roles
- Understand the roles and responsibilities of fire protection districts

Division Chief Steve Leighton will be attending this program and can share his lodging information.

Attached is the FDAC flier with the complete list of topics. Staff will continue to provide information for these types of training opportunities as they become available.

**Recommendation:**

Authorize funding (registration and travel costs) for interested directors to attend FDAC's Certificate of Achievement in Fire District Leadership Program.

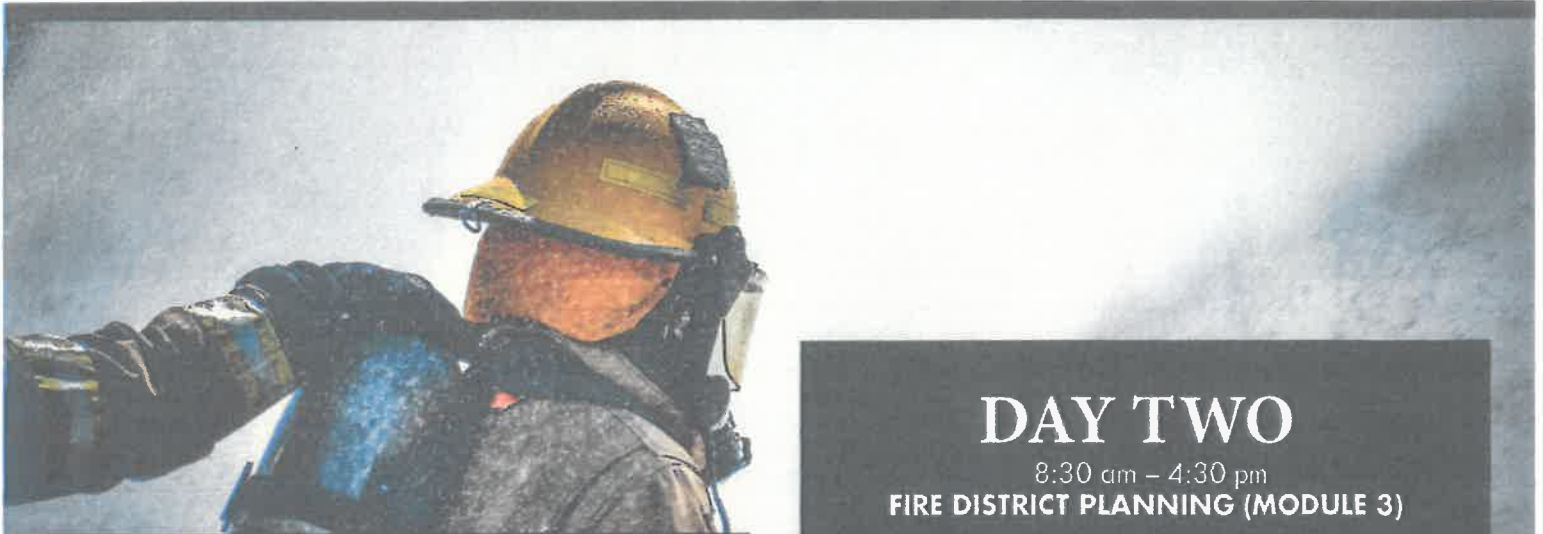


# Certificate of Achievement in Fire District Leadership Program (COA)

**MODESTO-JANUARY 25-26, 2020**

Regional Fire Training Center | 1220 Fire Science Lane, Modesto, CA 95351

**\$300 MEMBERS | \$400 NON-MEMBERS**



## DAY ONE

8:30 am – 4:30 pm

### FIRE DISTRICT LEGAL ASPECTS (MODULE 1)

#### How Not to Get Burned

- Definitions of laws, regulations and codes
- Knowledge of enabling legislation
- Knowledge of California Government Code, Health & Safety Code, Public Resources Code and other labor laws pertaining to California fire districts
- Knowledge of California code of regulations that impact fire districts
- Knowledge of standards that impact California fire district leadership

### FIRE DISTRICT LEADERSHIP (MODULE 2)

#### Avoiding the Backdraft

- Definition of governing board of directors
- Understanding board roles
- Understanding perceptions and problems of organizational success
- Knowledge of effective board/fire chief relationships
- Understanding board meeting dynamics
- Tools in how to work together as a board
- Gain insight on how a board should handle a crisis
- Understanding the Brown Act

## DAY TWO

8:30 am – 4:30 pm

### FIRE DISTRICT PLANNING (MODULE 3)

#### Response Route to Success

- Discuss the need for planning
- Discuss the 10 basic planning steps
- Discuss what is a strategic plan, its components, and the process for development
- Discuss standards of cover
- Explore risk analysis
- Define master planning and how it differs from strategic planning
- Discuss business plan development

### FIRE DISTRICT TRENDS & ISSUES (MODULE 4)

#### Latest Hot Stuff

- Identify trends and issues related to California fire districts
- Identify common operational trends in the fire service
- Understanding public expectations of the fire service by fire protection districts
- Gain knowledge of financial and budgeting for fire protection districts
- Understand the roles and responsibilities of fire protection districts
- Pros and cons of cooperative fire protection approaches
- Basic understanding of legislative impacts
- Identify technological issues and tools for fire protection districts

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