



2024 ANNUAL CONFERENCE

NOVEMBER 18 – 22, 2024

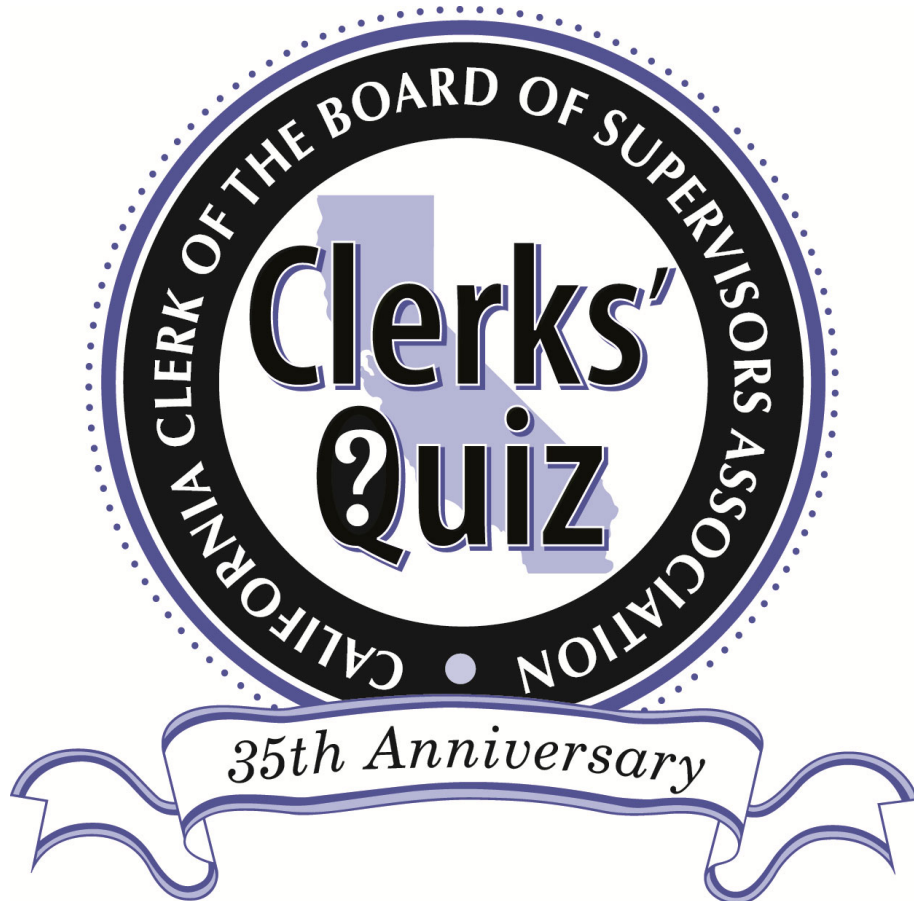
**Pasadena Convention and Conference Centers
Pasadena, CA**

Message from the Host County (Los Angeles)

**CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS
ASSOCIATION**

2024 Conference Nov. 18 – Nov. 22, 2024

TEST YOUR KNOWLEDGE!



**The CCBSA Clerks' 35th Annual Quiz will take place from 8:30
a.m. to 5:00 p.m. at the Pasadena
Convention Center Lobby**

Stop by and test your knowledge of California facts and encourage your county colleagues to take the quiz! The quiz closes at 11:00 a.m. on Thursday, November 21, 2024



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Conference Schedule

Monday, November 18, 2024

3:30 PM – 5:00 PM
*Conference Building
Room 211*

New Clerks Welcome/Overview of Mandated Responsibilities
Alicia Draves (Solano County), 2024 CCBSA President

An informal opportunity for new Clerks of the Board to learn more about the resources available to them through the Association.





CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Conference Schedule

Tuesday, November 19, 2024

8:30 AM – 9:00 AM
*Conference Building
Room 211*

Welcome to the 2024 CCBSA Conference

Alicia Draves, *CCBSA President, Solano County*
Sachi Hamai, *Former Los Angeles County Clerk of the Board
and Chief Executive Officer*

9:00 AM – 10:00 AM
*Conference Building
Room 211*

Los Angeles County at a Glance: From Innovation to Global Celebration

Kristin Sakoda, *Director of Arts and Culture, Los Angeles County*

Jackie Guevarra, *Executive Director, Quality and Productivity
Commission, Los Angeles County*

Los Angeles County: Navigating the Present, and Shaping the
Future Countdown to the 2028 Olympics: Preparing for the
Global Stage

10:00 AM – 10:15 AM

Break

10:15 AM – 12:00 PM
*Conference Building
Room 211*

Assessment Appeals Board

Brenden Vlahakis, *Ventura County*
Tom Parker, *County Counsel, Los Angeles County*

A look into an Assessment Appeals Board System being utilized
by Ventura County, and a discussion on current laws and
litigations pertaining to AAB.

12:00 PM – 1:30 PM

Lunch Break – On your own



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Conference Schedule

Tuesday, November 19, 2024 (continued)

1:30 PM – 3:00 PM
*Conference Building
Room 211*

CCBSA Roundtable

3:00 PM – 3:30 PM
*Conference Building
Room 211*

TBD

3:30 PM – 3:45 PM

Break

3:45 PM – 5:00 PM
*Conference Building
Room 211*

Power of Self – Discipline

*Damien Scott, Department of Human Resources,
Los Angeles County*

Part 1: Understanding vision, self-discipline, self-awareness/goal setting, building habits/routines and overcoming procrastination.

Part 2: Motivation, Accountability and Key takeaways

Wednesday, November 20, 2024

8:15 AM – 8:30 AM
Conference Center Steps

CCBSA Annual Photo

8:30 AM – 10:00 AM
*Conference Building
Room 211*

Overview of the Brown Act

*TBD, County Counsel,
Los Angeles County*

An overview of the Brown Act and recent changes, pertaining to the Clerk of the Board.

10:00 AM – 10:15 AM

Break



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Conference Schedule

Wednesday, November 20, 2024 (continued)

10:15 AM – 10:45 AM
*Conference Building
Room 211*

Ethics and Compliance

*Kellie Johnson, Assistant Executive Officer,
Los Angeles County*

10:45 AM – 11:45 AM
*Conference Building
Room 211*

2023-24 New Laws

*Alina Kasparian, Project Director,
Los Angeles County*

*Annette Medina, Head Board Specialist,
Los Angeles County
Matt Silverling, CCBSA Lobbyist*

A look at the 2024 Chaptered Laws that will take effect in 2025. Discussion on potential impacts of the bills, and what we are looking for during the next Legislative Session.

11:45 AM – 1:30 PM
*Convention Center
Exhibit Hall A*

Lunch Break – CSAC Exhibit Hall and Luncheon

1:30 PM – 3:00 PM
*Conference Building
Room 211*

Health Thinking

*Dr. Matthew Jorgensen, Department of Human
Resources, Los Angeles County*

Based on the principles of Cognitive Behavioral Therapy, this workshop will help explain the relationships between thoughts, feelings, and behavior.

3:00 PM – 3:15 PM

Break



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Conference Schedule

Wednesday, November 20, 2024 (continued)

3:15 PM – 5:00 PM
*Conference Building
Room 211*

Business Meeting

Alicia Draves, *CCBSA President, Solano County*

6:00 PM – 9:00 PM
*By invitation only
El Cholo Café Pasadena*

CCBSA Welcome Dinner

CCBSA members, Emeriti and invited guests are welcome to this year's CCBSA Welcome Dinner at El Cholo Café Pasadena. Come and enjoy a casual evening of food, fun, laughter, and maybe a little Magic. Invited guests will receive an invitation by Host County Clerk Eddie Yen (Los Angeles) prior to the event.

Thursday, November 21, 2024

8:30 AM – 10:00 AM
*Conference Building
Room 211*

Public Records Act and the Public

Kit Elliott, *County Counsel, Nevada County*

Current landscape and case studies of challenging PRA requests, First Amendment audits, and constituent dynamics.

10:00 AM – 10:15 AM

Break

10:15 AM – 11:45 AM
*Conference Building
Room 211*

Translation, Interpretation and Potential Technology

TBD, *LA County Information Resource Management*

Discussion on advances in interpretation/translation technology during Supervisor Board Meetings.



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Conference Schedule

Thursday, November 21, 2024 (continued)

11:45 AM – 2:00 PM <i>Convention Center Exhibit Hall A</i>	Lunch Break – CSAC Luncheon & Election of Officers Lunch Presentation of Clerks Quiz Award Winners
2:00 PM – 3:30 PM <i>Conference Building Room 211</i>	Mindset of Teleworking and Productivity TBD
3:30 PM – 3:45 PM	Break
3:45 – 4:45 PM <i>Conference Building Room 211</i>	Effective Communication Techniques This training aids in the development of skills to communicate effectively. The goal is to improve relationships in the workplace and one's personal life.
5:30 PM – 7:00 PM <i>Convention Center, Exhibit Hall G</i>	CCBSA Installation of Officers Reception
7:15 PM – 9:30 PM	CSAC Annual Banquet

Friday, November 22, 2024

9:00 AM – 10:00 AM <i>Conference Building Room 211</i>	CCBSA Executive Committee Meeting
11:00 AM – 11:30 AM LA County Hall of Administration	Tour of LA County Executive Office and Board Room



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Workshop Presenters



Kit Elliott
County Counsel, Nevada County

Since 2019, Katharine Elliott is the Nevada County Counsel providing professional legal services and advice to the Board of Supervisors, the County Executive Office, and other County departments. There are 6 attorneys in the office.

Prior to that she served as Mendocino County Counsel (since 2015). Additionally, she has over 27 years of legal experience; serving as Deputy County Counsel in Tulare County for 10 years, Assistant Public Defender in Mendocino County for 4 years and a solo law practice for 13 years in which she handled both criminal and civil cases.



Jackie T. Guevarra, Executive Director
Quality and Productivity Commission
Executive Office, Los Angeles County
Board of Supervisors

Jackie began her County career in 1997. She joined the Department of Auditor-Controller's Audit Division as an Accountant-Auditor. By 2000, she was planning and leading audits of County departments and programs as a Principal Accountant-Auditor. Her primary clients were the Department on Health Services and Treasurer and Tax Collector. Jackie also served as part of the Special Projects Division (Red Team) and worked on various projects with the Chief Executive Office. After almost fourteen years with the Audit Division, she joined the Accounting Division and supervised the Financial Analysis/Property Tax, Special Funds/Warrants, and Budget/Publication Sections. She was also primarily responsible for coordinating the compilation of the Annual Comprehensive Financial Report (ACFR)—the County's audited financial statements—coordinated the countywide Fiscal Forum training, and lead the Accounting Division's Mentor/Mentee program.



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Workshop Presenters

In 2018, she joined the Executive Office of the Board of Supervisors as the Executive Director of the Quality and Productivity Commission (QPC). The Commission was formed to promote innovation, quality, efficiency, and effectiveness of County services. She manages the day-to-day operations of the Commission, works with seventeen Commissioners on various programs/events (e.g., Leadership Conference, Productivity and Quality Awards, Department Visits), and manages the Productivity Investment Fund.

Since 2020, Jackie has served as the Chair of the LACMC Education Committee, which plans and coordinates the monthly training seminars. Jackie has a Bachelor of Science in Business Administration with a concentration in Accounting from California State University, Northridge. Go Matadors! Jackie is also a Certified Public Accountant.



**Kellie Johnson, Assistant Executive Officer
Ethics and Compliance
Executive Office, Los Angeles County
Board of Supervisors**

Kellie F. Johnson, Esq. is a distinguished executive leader currently serving as Assistant Executive Officer in Ethics and Compliance with the Los Angeles County Board of Supervisors, Executive Office. Kellie plays a major role in planning, organizing, and directing the compliance activities of the EO across legislative review, investigations, audits, and administrative enforcement.

Until May 2024, Kellie was Deputy Chief Ethics Officer for the Los Angeles County Metropolitan Transportation Authority, managing compliance with laws and regulations. She previously served as Enforcement Chief and Executive Director of the City of Oakland Ethics Commission, where she conducted and participated over 75 investigations and developed the Public Ethics Commission Diversion Program.

Earlier in her career, Kellie was Assistant Disciplinary Counsel for the Oregon State Bar and served as a State Prosecutor for over 13 years. Her litigation expertise has significantly shaped her approach to policy development and enforcement of public ethics.



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Workshop Presenters

As a strong agent for change, Kellie powerfully displays a true talent for public policy, community relations, advocacy, education, cultural awareness, equity, inclusion, outreach, and engagement. She is a national, state, and local lecturer on criminal law, trial practice and lawyer ethics to numerous bar associations, law enforcement agencies and community groups. She is a former instructor for the National District Attorneys Association National Advocacy Center in South Carolina and a presenter for the American Bar Association Center for Professional Responsibility and the Council on Governmental Ethics Laws.



Mathew Jorgensen, Ph.D. **Los Angeles County Department of Human Resources**

I received my master's and doctorate degrees in clinical psychology from the University of Missouri – St. Louis and I have been a licensed psychologist since 2005.

I began my work with LA County in the Department of Mental Health in 2012. While I was with DMH I worked at Central Juvenile Hall where I supervised two intensive mental health treatment programs and served as the Acting Program Manager. In 2017 I joined the Department of Human Resources where I perform psychological pre-employment evaluations and fitness for duty evaluations, provide employee assistance counseling, and develop and provide training on various mental health and wellbeing-related topics. I have also maintained a private practice since 2006.



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Workshop Presenters



Kristin Sakoda, Director Los Angeles County Department of Arts and Culture

Kristin Sakoda is Director of the Los Angeles County Department of Arts and Culture, a local arts agency which fulfills a mission to advance arts, culture, and creativity throughout the largest county in the U.S. The Department of Arts and Culture provides grants and technical assistance to hundreds of nonprofit organizations; runs the largest arts internship program in the nation; coordinates countywide [public-private arts education initiatives](#); increases access to creative career pathways; commissions civic artwork; supports free community programs; leads the LA County Cultural Equity and Inclusion Initiative; and advances cross-sector cultural strategies to address civic issues. Appointed by the Los Angeles County Board of Supervisors, Ms. Sakoda previously served as Executive Director of the Los Angeles County Arts Commission. Under her leadership, she led the organization during its historic transition into the County's first Department of Arts and Culture.

Ms. Sakoda is an arts executive, attorney, and performing artist with more than 25 years in the field. She has appeared on national and international stages including with dance and social justice company Urban Bush Women and in musicals *Rent* and *Mamma Mia!* on Broadway. Prior to her work at the Department of Arts and Culture, she served in key leadership roles at the New York City Department of Cultural Affairs overseeing a portfolio of strategic, programmatic, policy, legislative, and funding programs with a \$200 million annual budget, and was instrumental in advancing diversity and inclusion; public art; creative aging; cultural facilities; and affordable workspace for artists. She holds a J.D. from NYU School of Law with honors in Entertainment Law, and B.A. from Stanford University with a specialization in Race and Ethnicity and a secondary major in Feminist Studies. As of 2021, she is a Board member of Grantmakers in the Arts, the national association of public and private arts funders in the U.S.



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Workshop Presenters



Damien Scott, Human Resources Analyst Los Angeles County Department of Human Resources

Damien Scott has been a dedicated public servant in the County of Los Angeles since 1998, beginning his career with the District Attorney's Family Support Division. In 2008, he transitioned to the Fire Department, focusing on Employee Relations, and in 2015, he joined the Department of Human Resources as a Human Resources Analyst. In his current role, Damien develops workplace skill-building curriculums and provides training and consultation services to various Los Angeles County Departments.

He holds a Juris Doctorate from the University of West Los Angeles School of Law and a Bachelor of Arts in History from UCLA. Damien is also a certified Master Instructional Designer and specializes in Writing for Instructional Design and Training, as well as Consulting Skills.



CALIFORNIA CLERK OF THE BOARD OF SUPERVISORS ASSOCIATION

Workshop Presenters
