



AGENDA ITEM 9D

MEETING: March 20, 2024
TO: Humboldt LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: **Ethics and Sexual Harassment Training**
Staff will provide an overview of Ethics and Sexual Harassment training requirements and provide additional information to Commissioners as needed.

BACKGROUND

In October 2005 AB 1234 was chaptered and approved by the Governor as Government Code Section 53235. This law requires all local agency officials to receive training in ethics. This training must be received within one year of assuming office and once every two years thereafter. Trainings are offered for both State and local officials.

In September 2016, AB 1661 was approved by the Governor as Government Code Section 53237. This requires that local agency officials for a local agency that provides any type of compensation, salary, or stipend, must receive sexual harassment prevention training and education.

DISCUSSION

The Fair Political Practices Commission (FPPC) has Ethics Training that can be found on the FPPC website at:

www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html

This will lead you to a log in page where you will want to "Create a new Account" by using your email and creating a password. Once this is done you can start your training which should take approximately 2.5 hours. You do not have to complete the whole course at one time. Every time you log in, it will take you to where you left off. There are several sections that have a short quiz after each session. You must pass all sections and there are multiple opportunities to retake each section if needed. Once you have completed the whole course, you will need to print the certificate stating that you have completed the training.

The Department of Fair Employment and Housing provides free online training courses which can be found at:

www.dfeh.ca.gov/shpt/

This training can be done in conjunction with other training and can be completed individually. At the end of the training, you will be prompted to enter information to generate a certificate of completion. Using computer/mobile device functions, you can choose to save, print, take a screenshot, or take a photo of the certificate.

Both certificates need to be scanned and provided to krystleh@humboldtlaico.org. If you have already taken one or both of these courses in the past year, please send a copy of your certificate to the Commission Clerk.

RECOMMENDATION

Staff recommends the Commission receive and file this report. The Commission is invited to discuss the item and provide direction to staff as needed.