

**ACWA JPIA's
Meetings & Seminars for the 2018 Fall Conference
Manchester Grand Hyatt Hotel – San Diego, CA**

Monday – November 26, 2018

8:30 – 11 a.m. — ACWA JPIA Executive Committee Meeting

The Executive Committee is made up of eight JPIA Board members and the ACWA Vice President. It is this Committee's responsibility to review and direct the functions of the Authority to ensure the successful operation of its programs. (This meeting will include an extended discussion on captives.)

11:30 a.m. – 1 p.m. — ACWA JPIA Pre-Board Meeting Lunch with Keynote

Speaker - *RSVP by November 1, 2018, required to attend this event.*

1:30 – 4 p.m. — ACWA JPIA Board of Directors' Meeting

The Board is made up from one representative of each JPIA member's board. The Board may review all acts of the Executive Committee and shall have the power to modify and/or reverse any decision or action of the Executive Committee upon a majority vote of the voting Directors present at any Duly Constituted Board Meeting.

4 – 5 p.m. — ACWA JPIA Town Hall Meeting

This meeting gives members an opportunity to have an open dialog with the JPIA Staff and the Executive Committee members.

5 – 6 p.m. — ACWA JPIA Reception

This reception for JPIA members is hosted by Alliant Insurance Services, Inc.; Barber & Bauermeister; bswift; Cohen & Burge, LLP; Donahue Davies, LLP; Jacobson Markham, LLP; Law Offices of Robert Gokoo; Meyers Fozi & Dwork, LLP; Rankin Stock Heaberlin Oneal; TargetSolutions.

Tuesday – November 27, 2018

8 – 9:45 a.m. — Moving From Group to Team: Creating a Cohesive Board

Presenter: Freeman Michaels, Co-Founder of Group to TEAM Leadership Solutions

In this inspiring and interactive workshop, attendees will learn the language necessary to align the energy, effort and focus of their board around a common cause. When individuals operate from the mindset of "group," their choices organize around self-interest, and they often have a difficult time collaborating. When they operate from the mindset of "team," they quickly discover shared interest and find cooperating and collaborating fairly easy. Boards can achieve extraordinary results when each individual takes responsibility for generating and building a culture of team. In this program, attendees will witness the difference between acting as a group of individuals motivated by separate self-interests versus operating as a team fueled by shared vision, mutual interests, and success.

Freeman Michaels is the Co-Founder of Group to TEAM Leadership Solutions, a global consulting company that helps organizations build and sustain a culture of "team". He is a world-class business coach and corporate trainer with a passion for team building and transformational leadership. Freeman, along with his business partner Susan Leahy (and creator of RobertsRulesMadeSimple.com), specialize in board development. Besides working with boards, Freeman currently serves on two boards, where he holds leadership positions. Freeman holds a BA from Santa Clara University and a Masters in Psychology from the University of Santa Monica. He also graduated from the MDE program at UCLA's Anderson School of Business.

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10 – 11:30 a.m. — **Staying Out of Hot Water: Understanding Your Role as a Board Member**

Presenters: Robert Greenfield, JPIA General Counsel and Patricia Slaven, JPIA Director of Human Resources and Administration

A public agency consists of an elected board of directors, a general manager, and staff working together to accomplish the mission statement of the agency. Elected officials have a specific role to play and also need to operate in a manner that fosters positive, productive relationship amongst board and staff. This session will delve into the role of the board member, along with the do's and don'ts and possible consequences of overstepping those boundaries – one of which is loss of insurance coverage. It will also offer ideas and best practices on creating an environment where positive relationships can prosper. Join us for this informative and entertaining workshop and walk away with information critical to your success as an elected official at a California water district.

See below for bios for Robert Greenfield and Patricia Slaven.

1 – 3 p.m. — **Sexual Harassment Prevention for Board Members & Managers (AB1825, 1661 & 2053)**

Presenters: Robert Greenfield, JPIA General Counsel and Patricia Slaven, JPIA Director of Human Resources and Administration

The world is constantly changing and the impact of these changes filters into workplaces on a daily basis. This course will take a new look at the issue of sexual harassment, particularly in light of new protected classes, technological advances, acceptable workplace behavior, and the age-old issue of respect for anyone associated with a district's business.

Questions are often asked about how boards should be involved in an investigation, what to do if a claim is filed against a board member or general manager, and when an investigation should take place and the steps to take to resolve the matter. These issues will be addressed in this session.

Other points covered by this course are understanding the California and federal sexual harassment laws, recognizing early signs of sexual harassment, and dealing with incidents of harassment.

Robert H. Greenfield joined the JPIA in December of 2013. As JPIA's General Counsel, Robert oversees legal compliance of the JPIA with all applicable State and Federal laws. Robert directs outside counsel in JPIA litigated claims and provides coverage analysis for members. He also provides assistance to the members through employment practices training, including state mandated training for supervisors and elected officials. In complicated matters Robert provides assistance to members through the Employment Practices Hotline.

Robert graduated from Fordham College and University of Pacific School of Law with honors. Robert was in private practice for 30 years representing public entities in both State and Federal Court in many types of litigation with a focus on labor and employment matters. He has been given the highest possible rating in both Legal Ability & Ethical Standards by Martindale–Hubbell in Government Law and Employment Law.

Robert is an active member of the State Bar of California and participates in the Employment and Labor Law Section of the State Bar. He is also a past president of the local County Bar Association and served as an elected member of the Gold Trail Unified School District Board of Trustees.

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Patricia has over twenty years in the Human Resource/Employee Development field and is currently the Director of Human Resources and Administration for JPIA. She is tasked with managing all of the human resource needs of the organization, along with offering advice and best practices to districts who call into the Employment Hotline.

Patricia also oversees all aspects of the organization's training and professional development efforts including statewide classroom training, webinars, and program development. She recently developed the very successful Leadership Essentials for the Water Industry program for senior members of JPIA agencies. Patricia has devoted more than a decade to developing leaders and human resource professionals in the JPIA pool.

She obtained her Bachelor's degree from the University of Redlands; her MBA from California State University, Sacramento; holds the designation of Senior Professional in Human Resources (SPHR) from the Human Resources Certification Institute; and of Certified Professional (IPMA-CP) from the International Public Management Association and from the Society for Human Resource Management (SHRM-CP).

Patricia enjoys her role of helping districts be successful by providing staff with information and education.

To receive credit for this class, attendees must arrive on time and attend the entire two-hour session. HR professionals may count these session hours as electives towards JPIA's HR Certification Program. This course complies with AB1825 sexual harassment training for "managers."