



**Northern California City Clerks Association (NCCCA)**  
**Division/Business Meeting**  
**Friday – January 16, 2009**

**HOST CITY:** City of San Ramon  
Pat Edwards, City Clerk

**WHEN:** Friday – January 16, 2009

**WHERE:** San Ramon Community Center – Terrace Room  
12501 Alcosta Blvd  
San Ramon, CA 94583  
925-973-3200  
(Please refer to [www.mapquest.com](http://www.mapquest.com) for driving directions)

**BOARD MEETING** 8:00 a.m. – 8:45 a.m.

**REGISTRATION:** 8:30 a.m. – Continental Breakfast with pastries, coffee, tea, and juice

**PROGRAM:** 9:00 a.m. – 12:00 p.m.  
**Preparing for a Disaster – We Can't Wait!**  
Cathy Westfeldt, CRM, National Archives & Record Administration  
Senior Records Analyst

Ms. Westfeldt will cover several subjects including disaster planning and vital records programs, lesson learned from the devastating fire at the National Personnel Records Center in 1973, current directions in national response and training activities, and other practical information ideas and resources.

**BUSINESS MEETING:** 12:00 p.m. – 12:30 p.m.

**IIMC Credits PENDING (.5 points CMC/MMC; 3 hours re-certification)**

**(Detach and mail portion below with your check for \$40 or \$25, made payable to NCCCA)**

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**LUNCHEON:** 12:30 pm – 1:30 pm      **BUFFET LUNCH:** Taco Salad, Chips, Condiments, Dessert, Beverages

**DEADLINE:** **Monday, January 12, 2009.** No cancellations after that date.  
*Reservations made and not canceled by stated deadline will be billed.*

\_\_\_\_\_ I will attend the NCCCA meeting and luncheon. Enclosed is my check for \$40 per person.  
\_\_\_\_\_ I will attend the NCCCA meeting but will not eat lunch. Enclosed is my check for \$25 per person.  
\_\_\_\_\_ I will attend the meeting and will pay at the door: (*circle one*) \$40 to include lunch **OR** \$25 for the meeting only.

Name/Title: \_\_\_\_\_

City: \_\_\_\_\_

Email: \_\_\_\_\_

New City Clerk \_\_\_\_\_ First Meeting \_\_\_\_\_

Mail to:  
Lorrie Brewer, NCCCA Program Chair  
City of Santa Cruz  
809 Center Street, Room 9  
Santa Cruz, CA 96060  
WK: 831-420-5038  
FAX: 925-275-0650

**SAN RAMON COMMUNITY CENTER**  
**12501 Alcosta Boulevard**  
**San Ramon, CA 94583**  
**925-973-2539 (for more information)**

(The Community Center is located on the west side of the intersection of Overlook and Alcosta Blvd.)

**From Walnut Creek**

Take Hwy 24 East  
Exit 680 South  
Exit Bollinger Canyon Rd (East)  
Turn Left onto Bollinger Canyon Rd  
Turn Left onto Alcosta Blvd.  
Turn Left at intersection of Overlook and Alcosta  
(at the traffic light)

**From Livermore**

Take Hwy 580 West  
Exit Hwy 680 North  
Exit Bollinger Canyon Road (East)  
Turn Right onto Bollinger Canyon Rd  
Turn Left onto Alcosta Blvd.  
Turn Left at intersection of Overlook and Alcosta  
(at the traffic light)

**Mapquest Map - [www.mapquest.com](http://www.mapquest.com)**



San Ramon Marriott  
2600 Bishop Drive  
San Ramon, CA 94583  
925-867-9200  
State government rate - \$84 per night + tax (\$91.19)

Residence Inn by Marriott  
1071 Market Place  
18090 San Ramon Valley Blvd  
San Ramon, CA 94583  
925-277-9292  
State government rate - \$84 per night + tax (\$91.19)