



City Clerks Association of California (CCAC)
Education Workshop
Hosted by Region 5 (Desert Mountain)
(Open to All CCAC Members)
Thursday, June 28th, 2019

The City Clerk's Role in Emergency Crisis Management

HOST:	Charlene Robinson, City Clerk, Victorville California
WHEN:	Thursday, June 27, 2019, 9:00 A.M. – 2:00 P.M.
WHERE:	Victorville City Hall – Conference Room A 14343 Civic Drive, Victorville, CA
AGENDA:	<p>8:30 A.M. Registration</p> <p>9:00 A.M. – 2:00 P.M. <i>The City Clerk's Role in Emergency Crisis Management:</i> Attendees will receive an overview of disaster and emergency related risks; identification of potential challenges and opportunities for development of effective community education and preparation; creation and evaluation of organizational and personal disaster plans; clerk responsibilities and obligations in preparation including first responder, chain of command, control of sensitive documents and organizational seal; identification of emerging best practices; review and analysis of historic incidents; evaluation of personal commitment and creation of professional and personal action plans. This course will also provide ways to identify and assess potential threats and provide thorough and accurate descriptions to emergency personnel.</p> <p>Presenters: Maureen Kane, Maura Kane McAuliffe, and Vicki Kasad</p>
FEE:	\$50 for CCAC Members / \$75 for Non-Members (Includes continental breakfast and lunch) Click here to register online. Pay by Credit Card or select to be invoiced.
POINTS:	This program has been approved by IIMC for 1 CMC Education Point and 1 MMC Education Point.

DEADLINE TO REGISTER: Thursday, June 20, 2019. Cancellations are subject to the [CCAC Attendee Cancellation Policy](#).

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Contact Region Director Melinda Sayre at 760-947-1007 or msayre@cityofhesperia.us with any questions.