

Olivehurst Public Utility District



Agenda Item Staff Report

Meeting Date: August 19, 2021

Item description/summary:

2021 Board Clerk Conference:

The Board Clerk Conference provides valuable training and continuing education on various aspects of the Board Clerk role. This conference would provide advanced skills and in-person educational training compared last year's conference which was held via Zoom and pre-recorded videos. The 2021 conference will be held in Anaheim so airfare (~\$290.00) and hotel (\$499.02) will need to be included with the conference fee (\$525.00) for a total of roughly \$1,314.02. A scholarship application is being submitted to cover the conference fee. Should that be awarded, the cost would be roughly \$789.02.

Fiscal Analysis:

The administration budget for training is \$2,000.00 for the 2021-22 fiscal year. A budget amendment would need to be done should that amount be exceeded.

Sample Motion:

Consider sending the Board Clerk to the 2021 Board Clerk Conference.

Prepared by: Bri Anne Ritchie – Board Clerk
