Live Well. Health Matters.

POLICY TITLE: TRAINING, EDUCATION AND CONFERENCES
POLICY NUMBER: 2140

COMMITTEE APPROVAL DATE:	12/1/2025	**WRITTEN/REVISED BY**:	T. BAKALY
BOARD APPROVAL DATE:	01/28/2026	**SUPERSEDES:**	11/20/2019

POLICY:

2140 It is the policy of the Beach Cities Health District ("District") Board of Directors to encourage members of the Board of Directors to attend educational conferences and professional meetings when the purpose of such activities is to improve District operation. This policy is also referenced in the District's Board Member Orientation Handbook.

GUIDELINES:

2140.1 Members of the Board of Directors are encouraged to attend educational conferences and professional meetings when the purpose of such activities is to improve District operation. Hence, there is no limit as to the number of Directors attending a particular conference or seminar when it is apparent that their attendance is beneficial to the District, as long as a majority of the members do not discuss issues related to District business.

2140.1.1 Directors shall not attend a conference or training event at District expense when it is apparent that there is no significant benefit to the District. "Junkets" (a tour or journey for pleasure at public expense), will not be permitted.

2140.2 Board members are required to receive training in ethics pursuant to AB 1234 and Policy 2170 on Ethics Trainings and training on harassment prevention pursuant to Government Code Section 53237.1 within the first six months of taking office, and every two years thereafter. In addition, Board members are required to undergo governance training and continuing education specializing in local government

2140.3 It is the policy of the District to encourage Board development and excellence of performance by reimbursing expenses incurred for tuition, travel, lodging and meals as a result of training, educational courses, participation with professional organizations, and attendance at local, state and national conferences associated with the interests of the District.

2140.3.1 Attendance by Directors at seminars, workshops, courses, professional organization meetings, and conferences shall be approved by the President of the Board of Directors or the Chief Executive Officer prior to incurring any reimbursable costs.

2140.3.2 Directors shall abide by the guidelines of Policy 2130, Reimbursement of Elected Officials and Policy 4100, Travel and Reimbursement.

2140.4 A Director shall not attend a conference or training event for which there is an expense to the District if it occurs after they have announced their pending resignation or if it occurs after an election in which it has been determined that they will not retain their seat on the Board. A Director shall not attend a conference or training event when it is apparent that there is no significant benefit to the District.

2140.5 Upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the District, Directors will make a verbal report during the next regular meeting of the Board. Materials from the session(s) may be delivered to the District office for the future use of other Directors and staff. The Director may prepare a written report for distribution to the Board detailing what was learned at the session(s) that will be of benefit to the District.