Training Requirements & Opportunities

REQUIRED for Council & Boards:	Authority	Timing	Completed
Open Public Meetings Act **No later than 90 days after oath or assuming duties.** https://wacities.org/elearning/opma/story_html5.html Approx. 45 minutes	RCW 42.30	State: Every 4 Years. **City: Every 2 Years**	☐ Training ☐ Quiz
Public Records Act (PRA) **No later than 90 days after oath or assuming duties.** https://wacities.org/elearning/pra/story_html5.html Approx. 40 minutes	RCW 42.56 & RCW 40.14	State: Every 4 Years. **City: Yearly**	☐ Training ☐ Quiz
Anti-Harassment & Non-Discrimination **No later than 90 days after oath or assuming duties.** Online: WCIA LocalGovU Training Assignment Approx. 10 minutes	Code of Conduct & City Obligation	**Every 2 Years.**	☐ Training ☐ Quiz
Code of Conduct – City of Sequim **No later than 90 days after oath or assuming duties.** Online: WCIA LocalGovU Training Assignment Approx. 15 minutes	Council Resolution	**Every 2 Years.**	☐ Training ☐ Quiz ☐ Signed

RECOMMENDED for City Council:	Type	Timing	Completed
AWC Elected Officials Essentials Training https://wacities.org/data-resources/elected-officials-essentials-workshop (7 Video Sections, each about 30-50 minutes)	Training	Beginning of first term or as desired	

CITY COUNCIL Resources & Events:	Type	Timing	Attended
Association of Washington Cities (AWC) https://wacities.org/	Great Resource		
Washington Cities Insurance Authority (WCIA) http://www.wciapool.org/	Resource		
City Legislative Action Days https://wacities.org/events-education/conferences/city-action-days	Event		
AWC Conference https://wacities.org/events-education/conferences/awc-annual-conference	Event	June 18 - 21, 2024	
Certified Municipal Leadership Program https://wacities.org/events-education/cml-program	Training / Program for Council		