ETHICS & GOVERNANCE TRAINING	Policy #200-008
Created: 8/8/2007	Revised: 2/15/2026

PURPOSE

The purpose of this policy is to ensure that members of the Board of Directors receive training in ethics principles, public service laws, and governance responsibilities in order to promote transparency, accountability, and effective oversight of District operations.

ETHICS TRAINING

All Directors of the Rescue Fire Protection District shall receive **two hours of training in general ethics principles and ethics laws relevant to public service** within one year of election or appointment to the Board of Directors and at least once every two years thereafter, pursuant to **California Government Code Sections 53234 through 53235.2**.

This policy shall also apply to all staff members that the Board of Directors designates and to members of commissions, committees, or other bodies of the District that are subject to the **Ralph M. Brown Act**. All ethics training shall be provided by entities whose curricula have been approved by the **California Attorney General** and the **Fair Political Practices Commission**.

Directors shall obtain proof of participation after completing ethics training.

District staff shall maintain records indicating both the dates that Directors completed ethics training and the name of the entity that provided the training. These records shall be maintained for **at least five years** after Directors receive the training and shall be public records subject to disclosure under the **California Public Records Act**.

District staff shall provide the Board of Directors with information on available training opportunities that meet the requirements of this policy at least once every year.

Ethics training may consist of either a training course or a set of self-study materials with tests and may be taken **in person, online, or through other approved formats**.

Any Director of the Rescue Fire Protection District who serves on the governing board of another public agency is only required to take the training **once every two years**.

GOVERNANCE AND FISCAL TRAINING

Directors are encouraged to participate in training related to **public agency governance, fiscal oversight, budgeting, and financial accountability** in order to strengthen the Board's ability to provide effective oversight of District operations.

Training opportunities may include programs provided by organizations such as the **California Special Districts Association (CSDA)**, the **Special District Leadership Foundation**, or other recognized public governance training providers.

Documentation of completed governance or fiscal training may be maintained by District staff as part of the Board training records.

RECORDS

District staff shall maintain documentation of all Board training completed pursuant to this policy.

REVIEW

This policy shall be reviewed periodically and updated as necessary to reflect changes in applicable law or best practices related to governance training for public officials.