



Knowledge Base Form

Subject: Ethics & Sexual Harassment Training

Question: Who is required to attend ethics training?

Answer: “The basic thrust of AB 1234 is to require covered officials...to take two hours of training in ethics principles and laws every two years.¹

Basically, the requirement applies to those elected or appointed officials who are compensated for their service or reimbursed for their expenses (including meeting stipends).² The specific trigger for this requirement is whether the agency either compensates or reimburses expenses for members of any of its Brown Act covered bodies; if it does, then all elected and appointed “local agency officials” (as defined) must receive this training.³ “Local agency official” means any member of a legislative body or any elected local agency official who receives compensation or expense reimbursement.⁴ “Local agency” means “a city, county, city and county, charter city, charter county, charter city and county, or special district.”⁵ Thus the training requirement does not include agencies on which local officials serve (for example, redevelopment agency governing boards or joint powers agencies), although many such officials will likely be covered by virtue of their status with cities, counties and special districts. Note that local agencies also have the option of requiring certain employees to receive this training.⁶“

ILG State Ethics Training Requirements for Local Officials: Frequently Asked Questions (FAQs)

Question: Who is required to attend harassment prevention training?

Answer: Regarding Harassment Prevention training (AB1825, AB1661) board members and management staff (including supervisors) are required to take the two-hour mandatory training within six months of assuming a supervisory position and once every two years thereafter.

Further, SB1343 and SB 778 require employers with 5 or more employees to provide harassment prevention training to all employees. Non-supervisory employees must complete one hour of training once every two years. Seasonal employees are required to take the one-hour training within 60 days of hire.

** Please note that the information provided in this form is intended to be general in scope only. CSDA recommends consulting with legal counsel for detailed advice pertaining to any legal questions.*