

**SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT**

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**MEMORANDUM**

**TO:** Board of Directors

**DATE:** September 7, 2018

**FROM:** Interim District Secretary

**SUBJECT:** State Mandated Training

The state-mandated training on the following two subjects will be provided at the September 13 Board Meeting:

- Sexual Harassment Prevention, in accordance with California Government Code Section 12950.1
- General Ethics Principles and Ethics Laws Relevant to Public Service, in accordance with California Government Code Section 53235.

As in previous years, the law firm of Liebert Cassidy Whitmore has been retained to provide the training.


Each session will be for two hours, as required by Assembly Bills 1234 and 1661. Sexual Harassment Prevention will be presented at 1:00 p.m., and Ethics training will begin at 3:00 p.m.

Copies of the training materials will be provided at the Meeting. If you would like a copy in advance, please advise.

Should you be unable to participate in the session at the September 13, 2018, Regular Board Meeting, the State permits satisfaction of the training requirement through completion of an online course. Please let me know if you would like more information on this option. Also, if you have previously satisfied the training requirements, please submit your certificate of completion to our Office if you have not already done so.

If you have any questions or concerns, please do not hesitate to contact me.

Thank you.

  
Patricia K. Williams