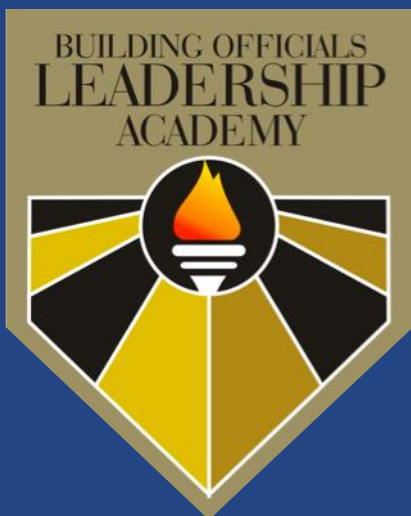


2020-2021

California Building Officials

Building Officials Leadership Academy

Leadership
Networking
Budgeting
Communications
Mentorship
Ethics





ACADEMY CORE COURSES INCLUDE:

- Creating an Administrative Foundation for a Successful Building Department
- Persuasive Communication
- Constituent Advocacy: Be an Effective Advocate for Your Jurisdiction
- Budgeting and Finance for Building Officials
- Critical Thinking for Today and Tomorrow

ACADEMY ELECTIVE COURSES INCLUDE:

- 2019 California Building Code: Significant Changes
- 2019 California Residential Code: Significant Changes
- State Laws Enforced by Building Officials
- Safety Assessment Program Evaluator Training
- More courses to come!

Building Officials Leadership Academy

PROGRAM OVERVIEW

The California Building Officials' leadership program, Building Officials Leadership Academy (BOLA), is designed to maximize the leadership capabilities of seasoned public safety professionals, in addition to those who seek a future within California's building departments.

The Executive level coursework of the BOLA program is both demanding and rewarding. Program participants are expected to spend a great deal of the time studying and collaborating with each other on the course materials. To assist and encourage completion, each participant is assigned a mentor who will provide advice and guidance, serving as an overall resource. In addition, BOLA participants are encouraged to utilize each other's talents and strengths building upon their peer networks.

The BOLA core curriculum consists of five days of training, including five courses from Monday, August 17 - Friday, August 21, 2020 at the International Code Council (ICC) Western Regional Office in Brea, California. In addition, all BOLA participants are required to complete three elective courses offered at the CALBO Education Weeks each year. There is no time completion requirement for the electives, but all BOLA participants are required to attend the week-long core curriculum program. There are NO make-up opportunities for missed core curriculum courses.

After a participant successfully completes all BOLA requirements, he or she will be recognized and honored at the CALBO Annual Business Meeting.

PROGRAM DETAILS

PROGRAM FEE: The cost of the Building Officials Leadership Academy is \$2,500, which includes all courses and materials. Participants are responsible for their accommodations and travel. Payments can be in four installments – March 1, 2020, June 1, 2020, September 1, 2020, and December 1, 2020.

ADMISSION: The BOLA program is limited to 21 participants - first-come, first-served.

CALBO BOLA Week – August 17-21, 2020 at International Code Council Office in Brea, CA

Participants are required to attend the following Core Curriculum:

Monday, August 17 – Creating an Administrative Foundation for a Successful Building Department

Tuesday, August 18 – Budgeting and Finance for Building Officials

Wednesday, August 19 – Constituent Advocacy: Be an Effective Advocate for Your Jurisdiction

Thursday, August 20 – Persuasive Communication

Friday, August 21 – Critical Thinking for Today and Tomorrow

CALBO Education Week: San Ramon, Ontario or Newport Beach:*

Participants are required to complete **three** of the following BOLA Elective Courses at Education Weeks in San Ramon, Ontario and Anaheim: **2019 California Building Code: Significant Changes, 2019 California Residential Code: Significant Changes, State Laws Enforced by Building Officials, Safety Assessment Program Evaluator Training, and more courses to come.** *Please note that additional elective courses will be available when the [Education Week schedule is published](#).

CALBO Annual Business Meeting

Upon completion of all BOLA requirements, each participant will be honored during the BOLA Graduation Ceremony at the CALBO Annual Business Meeting each spring and receive an academy plaque.

BOLA Core Curriculum Course Descriptions:

Creating an Administrative Foundation for a Successful Building Department – 0.6 CEUs – ICC PP Course Number: 2651

This course explores the day-to-day challenges of operating a building department. Attention will be given to personnel matters and developing quality employees. Instructors will discuss how written policies and procedures help foster a consistent approach for your staff and good service to the public. The course will review specific expectations of IAS and ISO in regards to how a building department should operate.

Budgeting and Finance for Building Officials – 0.6 CEUs – ICC PP Course Number: 2844

This course takes an in-depth look at the budgeting process for building departments and gives a building official the tools to properly operate and function in today's economy. The course gives a hands-on approach to the line-item budget. Attendees will learn methods to justify expenditures and demonstrate how to offset expenditures with the revenues. Discussion is given to complex issues, such as revenue projections and fee studies, to help recover operating expenses of issuing permits, plan review, and building inspections.

Constituent Advocacy: Be an Effective Advocate for Your Jurisdiction – 0.6 CEUs – ICC PP Course Number: 14679

While CALBO advocates for members at the State Capitol, the best opportunity to pursue meaningful engagement happens locally, through constituent advocacy. This course dives into the legislative process and prepares participants to advocate to elected officials on behalf of the building official profession. While the focus of this course is on the California Legislature, the principles and practices discussed can be used to establish, grow, and retain relationships with any elected official. Throughout the course, participants will learn recent legislative measures that have impacted the industry and that CALBO has engaged on.

BOLA Core Curriculum Course Descriptions (cont.):

Persuasive Communication – 0.6 CEUs – ICC PP Course Number: 2845

This new course takes an in-depth look at staff report writing and presentations for building departments, preparation of ordinances and resolutions, and will give participants the tools to properly write and present to their respective administrative makeup. The course will be a hands-on approach to the preparation of staff reports, insight into crafting each element to provide clear value and understanding, and how to present the item in order to ultimately win approval.

Critical Thinking for Today and Tomorrow – 0.6 CEUs – ICC PP Course Number: 2653

Critical Thinking is a structured process for evaluating all types of information. In the profession of code regulation, an individual is approached daily by economic, political or emotional pressures in order to influence our decisions, policies, and practices. Our ability to maintain an intellectual, ethical and emotional balance of these various influences is tied to how we learned to process and evaluate information. The ancient Greeks successfully developed the structure of Critical Thinking as a tool for handling information associated with decision-making. Today, Critical Thinking is considered one of the foundations of western civilization policy making. This newly updated course is designed to refresh, or introduce, Critical Thinking skills for the Building Official, Department Director, or City Manager of today and tomorrow.

Core Curriculum Venue Information:

The BOLA Core Curriculum Week will be held at ICC's Western Regional Office in Brea, California - 3060 Saturn Street, Suite 100, Brea, California 92821.

- **Parking: Free parking is available.**
- **Attire: Casual attire is suggested for course days.**
- **Meals: Light Breakfast, lunch and afternoon refreshments will be served each day.**
- **Agenda: A final, detailed agenda will be issued upon registration.**

Registration 2020-2021 Building Officials Leadership Academy

Full Name: _____

Title: _____

Jurisdiction/Company: _____

Address: _____

City, State, Zip: _____

Email Address: _____ Phone Number: _____

Payment Information

The Building Officials Leadership Academy registration fee is **\$2,500**, which includes all courses and materials. Please return the completed form to lherman@calbo.org (email). If paying by check, please mail to CALBO, 1022 G St Sacramento, CA 95814. Registrations are accepted first-come, first-served.

Invoice – P.O. # _____ Check (payable to CALBO) Credit Card (please complete the fields below)

Credit Card: _____ (Visa, MasterCard & AMEX Accepted)

Expiration Date: _____ Name on Card: _____

Signature: _____

Billing Address (if different from above): _____

Quarterly Payments

I would like to make payments on a quarterly basis (\$625 each): March 1, 2020, June 1, 2020, September 1, 2020, and December 1, 2020.

Your quarterly payments will be made based on the information provided above. If your first payment is made with a check, CALBO will invoice you quarterly for the following three payments.

PLEASE NOTE: Cancellations must be received in writing by August 3, 2020. A 25% processing fee based on the full program amount will be assessed to all cancellations. No refunds will be given after this date. No shows are still responsible for their FULL registration fee. Special Needs: If reasonable special accommodations or dietary needs exist for a BOLA registrant, please notify CALBO staff at least 14 days prior to beginning of the academy.

Questions? Call CALBO at 916.457.1103

California Building Officials

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