

Conference Agenda

Thursday, March 7, 2019

- 6:00-9:00 a.m. Cooked-to-Order breakfast for registered Hotel Guests
- 8:00 a.m. Exhibitors set-up displays
- 8:00 a.m. **Annual Golf Tournament - Pacific Grove Golf Links**
- 3:00-5:00 p.m. Board of Directors Meeting - Observers Welcome
- 4:30-6:30 p.m. Registration Desk Open
- 5:30-7:00 p.m. **Hospitality in Exhibitors Showroom**

Friday, March 8, 2019

- 6:00-9:00 a.m. Cooked-to-Order breakfast for registered Hotel Guests
- 7:15 a.m. Registration Desk Opens
- 8:00 a.m. Call To Order—Pledge of Allegiance
Welcome/Program Introductions
- 8:15 a.m. Featured Cemetery: Galt-Arno Cemetery District
Presented by Belinda Ellis, Administrator
- 8:30 a.m. Avoiding Employee Lawsuits: Presented by Mark Velasquez
of Best Best & Krieger
- 10:30 a.m. Break -Visit Exhibits
- 11:00 a.m. Work Place Violence, What to Look for and Having a plan of
Action: Presented by Damon Wasson, Deputy Chief of
Police, City of Soledad Police Department
- Noon Lunch: Exhibitors Introduction
- 1:20 p.m. "Donation Drawing"
- 1:30 p.m. Harassment Prevention Training:
Presented by Dennis Timoney, Chief Risk Officer, SDRMA
- 3:30 p.m. Adjourn - Visit Exhibits - Cash Door Prize
- 6:00 p.m. Dinner and **Door Prizes**

Saturday, March 9, 2019

- 7:00-10:30 a.m. Cooked-to-Order breakfast for registered Hotel Guests
- 7:30 a.m. Registration Desk Opens
- 8:00 a.m. Breakout Discussion Sessions:
Trustees-Managers/Secretaries
- 10:00 a.m. Break: Visit Exhibits
- 10:30 a.m. Recap - Discussion Sessions
- 10:40 a.m. Governing the Unruly - How to Respond to Complaints from
the Public: Presented by Karen O'Neil of Kirk & Simas
- Noon Lunch
- 1:20 p.m. "Donation Drawing"
- 1:30 p.m. Annual Meeting - Board of Directors Election
- 2:30 p.m. Legislative Update:
Presented by CAPC's Legislative Committee
- 3:30 p.m. Adjourn "Grand Prize Drawing"
- 4:00 p.m. Board of Directors Meeting-Election of Officers
- 6:00 p.m. Annual Awards Dinner:
"Honorary Membership"
"Presidents' Award"
"Manager of the Year" / "Trustee of the Year"
"Ruben Siemens-Wayne Byington Memorial Award"
"Cemeterian of the Year"

CONFERENCE LOCATION

**Embassy Suites Monterey Bay
1441 Canyon Del Rey
Seaside, California 93955**

Make your hotel reservations directly to the Embassy Suites Hotel. The hotel is charging CAPC guests \$ 202.83 (Tax included) single/double occupancy per night.

For Reservations Call (800) 362-2779 or the hotel directly at (831) 393-1115 mention group code **CPC**.

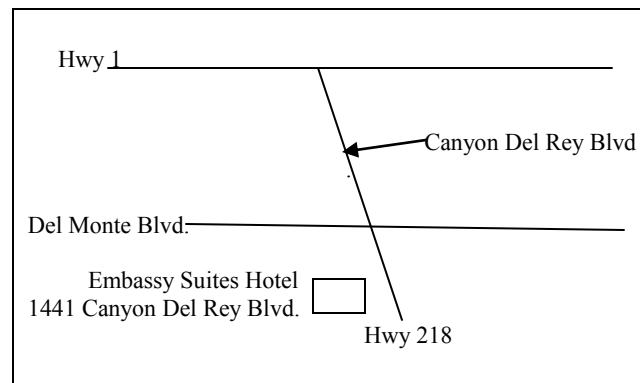
The hotel is holding a block of rooms for us until Monday, February 4, 2019.

Hotel check-in time is 4:00 p.m. and check-out time is 11:00 a.m. Hotel room rate includes cooked-to-order breakfast each day. Free standard guestroom WiFi for all Hilton Honors Members. All others \$ 5.00 per day. Self parking is \$5.00 per night.

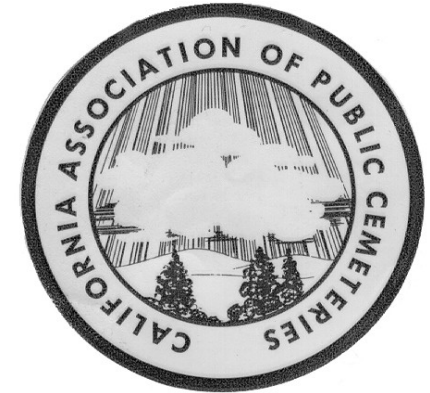
For additional information call the CAPC office at (951) 925-1111 or toll free (888) 344-9858.

**MAKE YOUR HOTEL RESERVATIONS
TODAY**

Directions to Embassy Suites Hotel



California Association of Public Cemeteries



61st

Annual Conference
March 7 - 9, 2019

Embassy Suites
Monterey Bay

1441 Canyon Del Rey
Seaside, CA 93955

CALIFORNIA ASSOCIATION OF PUBLIC CEMETERIES

61st ANNUAL CONFERENCE

March 7 - 9, 2019

REGISTRATION

Name _____ Position _____

Guest Name _____

District _____

Address _____

City/State/Zip _____

First time attendee at CAPC event, Yes ____ No ____

Please complete separate registration for each attendee and return with payment no later than Friday, February 8, 2019. No Refunds will be made on cancellations received in the CAPC office after Friday, February 8, 2019.

Registration Fee (For One Person): \$ 420.00
Registration for Non Member: \$520.00

Includes:

- Thursday Evening Hospitality
- Friday Buffet Lunch
- Friday Plated Dinner (**Special:** ____ **Vegetarian Dinner**)
- Saturday Buffet Lunch
- Saturday Plated Awards Dinner (**Special:** ____ **Vegetarian Dinner**)
(*See meal menu below)

_____ Guest Friday Buffet Lunch @ \$ 44.00 each \$ _____

*Seasonal Deli Buffet

_____ Guest Friday Dinner Plated @ \$ 71.00 each \$ _____

(**Special:** ____ **Vegetarian Dinner**)

*Baby Greens Salad/Chicken Involtini/Carrot Cake

_____ Guest Saturday Buffet Lunch @ \$ 52.00 each \$ _____

*Southern Comfort Buffet

_____ Guest Saturday Awards Dinner @ \$ 70.00 each \$ _____

(**Special:** ____ **Vegetarian Dinner**)

*Spinach Caprese Salad/Grilled Tri-Tip/Chocolate Mousse

Hospitality Co-Sponsor (Optional) \$ _____

\$ 50.00 to \$ 99.00 Silver

\$ 100.00 to \$ 199.00 Gold

\$ 200 and up Platinum

Total Enclosed: \$ _____

Send completed registration and check to:

California Association of Public Cemeteries
P.O. Box 119
San Jacinto, CA. 92581

Phone: 951-925-1111
Toll Free (CA.) 888-344-9858
Fax 951-652-3643

Scholarship applications from CAPC member districts are being accepted until January 18, 2019 for Scholarships to attend the conference. Contact CAPC.

CAPC CONFERENCE HIGHLIGHTS

Who should attend: Trustees, Managers, Secretaries and employees interested in increasing their knowledge of public cemetery district governance, operation and administration.

Featuring:

- **Avoiding Employee Lawsuits:** Your District is more likely to face a lawsuit from an employee than from any other source. This session will focus on the key reasons why one of your employees may sue the District, the types of causes of actions an employee can bring against the District, and things that you can do to minimize the chance of a lawsuit.
- **Work Place Violence, What to Look for and Having a plan of Action:** How to prepare for the unexpected.
- **Harassment Prevention Training:** Dennis Timoney, from SDRMA brings current harassment prevention information essential for meeting Federal and State laws.
- **Governing the Unruly, How to Respond to Complaints from the Public:** This topic will discuss best practices for interacting with your constituents at trustee meetings, in the public, and in social media. This presentation will also briefly review the Public Records Act and make recommendations for decorum policies and practices.
- **State Legislation:** Hear the up-to-date legislative information that affects public cemetery districts.
- **Problem Solving:** Trustees, Managers/Secretaries Workshops provide the opportunity to share information and ask questions about problems that are common to other districts.
- **Exhibitors of cemetery:** Equipment, supplies, computer programs, liability/property & workers' compensation insurance and much more.
- **Door Prizes:** Traditionally, Districts bring door prizes that are common to their area of the state. These are distributed to attendees at the evening events.
- **Grand Door Prize:** A drawing for the Grand Door Prize will be held at the end of the conference programs on Saturday afternoon. You have to be present to win.

“AND MUCH MORE”

Special Events:

Thursday, March 7, 2019:

- **CAPC Annual Golf Tournament** - Pacific Grove Golf Links
- **Hospitality:** Don't miss the Thursday evening hospitality from 5:30 p.m. - 7:00 p.m. Co-Sponsored by CAPC, Participating Districts and Exhibitors. There will be a tempting variety of hors d'oeuvres, and fellowship with other cemeterians from districts throughout the state.
 - Districts and Exhibitors are encouraged to help make this another successful event. All co-sponsors funds collected will be used for the Thursday evening hospitality.
 - **Recognition for Hospitality Co-Sponsors:**
 - \$ 50.00 to \$ 99.00 Silver
 - \$ 100.00 to \$ 199.00 Gold
 - Over \$ 199.00 Platinum

Friday, March 8, 2019:

Join us for a relaxing Dinner

Saturday, March 9, 2019:

Saturday evening will be our annual awards dinner which will include announcing the selection of the Honorary Membership, President's Award, Trustee & Manager of the Year, Cemeterian of the Year and Ruben Siemens-Wayne Byington Memorial Awards.

“Donated Door Prizes

are encouraged and appreciated”

Drawings for door prizes donated by Districts and Exhibitors will be held at Friday and Saturday evening events.