

CAA CONFERENCE COMMITTEE
RECOMMENDATION TO BOARD OF DIRECTORS
FUTURE CONFERENCE SCHEDULE

BACKGROUND

At the request of the CAA President following the announcement of the termination of the Association Management contract effective December 31, 2025, an Ad Hoc Committee was formed to review the conference schedule and manage the recruitment process for a replacement Association Management firm effective January 1, 2026.

The Ad Hoc Committee conducted a survey of the assessors with the assistance of Los Angeles County staff. In addition to the survey, the Northern California Assessor Association (NCAA) and the Central South Assessor Association (CSAA) discussed the conference schedule and gave input to the Conference Committee. Those regional inputs are attached.

RECOMMENDATION

CONFERENCE POLICY:

- a. Flexibility between regional associations is permitted with any of the associations trading their usual time slot with another association for any given year as long as such trade is identified and approved by the Board of Directors at the January business meeting the year prior to the trade taking place.
- b. The host assessor shall have the authority to establish the length of the conference, i.e. will there be a golf tournament, will the program portion be one day or a day and a half, will committee/board meetings be on a single day or spread over two days, etc.

- c. The host assessor shall decide whether to use a conference planner (or association management firm)
- d. Finances for all conferences will be handled through the CAA Treasurer with separate accounts for each region.
- e. Proceeds from conferences, net of conference planner fees if used, will be dedicated to the needs of the host region.

CONFERENCE SCHEDULE:

The kick-off business meeting should continue to be held in January of each year in Sacramento with a format of committee meetings on one afternoon and Board of Director and JPA Board meetings to be held on the following morning.

The spring conference should continue to be held in April each year with the primary rotation being three years between the Bay Area Assessor Association (BAAA) (2029, 2030, 2031) and the Central Southern Assessor (CSAA) (2026, 2027, 2028).

The summer meeting should be held in August hosted by the NCAA. Location and duration to be decided by the host assessor.

The annual business meeting should be held in the fall and is the other half of the usual rotation between BAAA (2026,2027,2028) and CSAA (2029, 2030, 2031)

The year-end meeting should be held in December in Sacramento during the same week as the Recorder and Clerk/Election Official New Law Conference with committee meetings the afternoon of the Monday of that week and the Board of Director/JPA meeting to be held the morning of the Tuesday of that week.

Respectfully submitted,

Robert Menvielle, Chair, CAA Conference Committee