



*County Office of Boards & Commissions
Presents*

An Orientation for Board and Commission Members

**Tuesday, March 1, 2016
9:30 a.m. – 11:30 p.m.
Lihu'e Civic Center, Pi'ikoi Room A/B**

This training is recommended for all Board and Commission members; newly appointed members should make every effort to attend.

At this orientation training you will learn:

- Guidelines on effective communication
- Your duties and responsibilities as a Board or Commission member
- The Kaua'i County Charter
- Standards of ethical conduct
- The Sunshine Law

Guest speakers will include:

- Deputy County Attorney Nick Courson
- Jay Furfaro

Registration & Information

Please email lagoot@kauai.gov to register for this *free* training session. For information call 241-4917

Deadline to register:

Tuesday, February 23, 2016

Materials will be provided at the training session.

Maximum of 35 attendees

If you need an alternate format, or an auxiliary aid due to a qualifying disability, please contact the Office of Boards & Commissions at 241-4917 at least five (5) working days prior to the training session.