

# TRAINING BULLETIN

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March 13, 2025



## 24/25 Employment Practices Policy Review Program

ERMA is encouraging **all** members to participate in the current policy review survey. The deadline to complete the survey is **March 30, 2025.**

### Top News

#### 24/25 Training Compliance Survey Launch

The 2024/25 Training Compliance Self – Certification Survey is live! This year, the survey is available via ERMAnet. The deadline to complete the survey is **June 30, 2025.** To access the survey, **[click here.](#)**

#### 24/25 Training Reimbursement Grant Fund

The deadline to submit your reimbursements is June 30, 2025. Submit a reimbursement **[here!](#)**





## Bulletin Highlight

### 24/25 Employment Practices Policy Review Program

During the 2024/25 program year, ERMA is asking all members to participate in the Employment Practices Policy (EPP) Review Program. Members have the opportunity to have their eight (8) most critical employment practices policies reviewed by Liebert Cassidy Whitmore. The policies we will focus on are:

- Discrimination, Harassment, and Retaliation
- Family Medical Leave
- Pregnancy Leave
- Paid Sick Leave
- Work Week (i.e., FLSA work period), Overtime, and Compensatory Time
- Reasonable Accommodation and Interactive Process
- Drug and Alcohol-Free Workplace and Testing
- Internet, Computer, Media, and Electronic Equipment/Resources Use

To begin the process, please complete the survey by logging into [ERMAnet](#). The deadline to complete the survey is **March 31, 2025**.

If you have questions or trouble accessing the survey, please email [ERMAtraining@sedgwick.com](mailto:ERMAtraining@sedgwick.com).



## Bulletin Highlight

### 24/25 Training Compliance Survey – Now Live!

In accordance with Government Code §12950.1 and Senate Bill 778, the Board of Directors adopted Resolution No. 2021-5, requiring members to provide Proof of Compliance with training mandated by State Law (California Government Code §12950.1 and Senate Bill 778, which must be carried out once per year. Failure to maintain compliance with training mandates may result in an increased Self-Insured Retention, pursuant to Section VII (1)(f) of ERMA's MOC. The training requirements are as follows:

- Supervisory employees must complete a 2-hour AB 1825-compliant training
- Non-supervisory employees must complete a 1-hour SB 1343-compliant training

Beginning January 3, 2025, a self-certification survey has been made available via [ERMAnet](#) to validate member agency compliance with mandated training requirements. Each agency must complete this survey no later than **June 30, 2025**. For instructions on accessing and completing the survey, [click here](#) to view the Training Compliance Survey Guide.

If you have trouble accessing the survey or have additional questions, please email [ERMAtraining@sedgwick.com](mailto:ERMAtraining@sedgwick.com).





## Bulletin Highlight

### Elected & Appointed Officials – Best Practices in Public Service

ERMA, in partnership with renowned firms Liebert Cassidy Whitmore and Jackson Lewis, is thrilled to introduce a new initiative focused on training and educating all elected and appointed officials within the ERMA membership. This will be a comprehensive two-part training, totaling three hours. ERMA staff is currently planning sixteen (16) regional trainings across the state. This initiative is a testament to our commitment to providing valuable loss prevention services to our members.

**Part I** of this interactive training will satisfy the two hours of sexual harassment prevention training required to be provided to all local agency officials or other designated employees by a local agency; fulfilling the statutory requirements for preventing harassment, discrimination, and retaliation in public agencies.

**Part II** will build on the legal requirements covered in the first session and provide training on developing and maintaining best practices for acting in the best interest of the public.

Using case studies and discussion, the training will enhance critical “soft skills” of leadership, including confidentiality, courtesy, transparency, and fairness. This part of the training will provide best practices for public service so that elected officials and members of legislative bodies can ethically, fairly, and effectively serve the public.



# Bulletin Highlight

## Elected & Appointed Officials – Best Practices in Public Service

### Who Should Attend?

Members of a Legislative Body, Elected & Appointed Officials, and employees designated by their employer.

### Training Locations, Dates, & Registering

All scheduled training locations and information will be available on the ERMA website under the '[Upcoming Events/Live Trainings Tab](#)'.

### Are you ready to make a difference in your agency?

After the November elections, all ERMA members will have newly elected and appointed officials. This is a **FREE** opportunity for these officials to acquire the skills, knowledge, and confidence necessary for effective service. ERMA kindly requests that all members share this important information within their organizations.

If you have questions, or encounter issues registering, please email [ERMAtraining@sedgwick.com](mailto:ERMAtraining@sedgwick.com), Kassandra Batista at [kassandra.batista@sedgwick.com](mailto:kassandra.batista@sedgwick.com), or Yvette Flama at [yvette.flama@sedgwick.com](mailto:yvette.flama@sedgwick.com).

Please note: ERMA is sponsoring this training for our members. While there will be no cost to participate in the training, travel is not reimbursable through the Training and Risk Management Grant Fund.



## Member Services & Programs

### Attorney Hotline

Members have access to one hour of free legal advice per month from one of ERMA's partner law firms.

[Member List Attorney Hotline List](#)

### Frequently Asked Questions

Please refer to [ERMA's Quick Reference Guide](#) for answers to commonly asked questions.

### Sign up for Live Trainings!

If your agency is considering hosting a live training session, [click here](#) to view the list of training topics for the 2024/25 program year.

Requests can be submitted through the online [Training Request Form](#).

### Training and Risk Management Reimbursements

To submit a reimbursement, please complete the online [Training Reimbursement Form](#). The deadline to submit reimbursements for the 2024/25 program year is **June 30, 2025**.