



IMC REGION IX

NEWS LETTER

YOUR REGION IX DIRECTORS

Marc A. Donohue, MMC

REGION IX DIRECTOR

Government Services Director/City Clerk

City of Eastvale, CA

Shawn Campbell, MMC

REGION IX DIRECTOR

City Clerk

City of Auburn, WA





IN LOVING MEMORY OF **Mitzi Ortiz**

It is with deep sadness that we remember Mitzi Ortiz, a dedicated municipal clerk and beloved member of the IIMC Region IX community, who passed away on December 22, 2025.

Mitzi's career in the municipal clerk profession began in 2000, and she served with distinction for many years, including her appointment as City Clerk of Aliso Viejo in 2014. Throughout her career she embodied the values of fairness, accessibility, and service, earning respect and admiration from colleagues across the region.

Her legacy extended beyond her professional accomplishments. Mitzi was known for her warmth, quick wit, and genuine care for her family, friends, and the community she served. Whether mentoring staff, connecting with residents, or leading through challenging times, she approached her work with compassion and integrity that uplifted those around her.

Mitzi went on to serve as City Manager of Aliso Viejo, where she continued her commitment to public service and improving daily life for residents.

She will be remembered not only for her professional leadership but also for her spirit, kindness, and the positive impact she had on so many. Our thoughts are with her family, friends, and colleagues as we honor her memory and celebrate her life of service.

A Message From Your Region IX Directors

MARC A. DONOHUE, MMC | SHAWN CAMPBELL, MMC

Can you believe it's already January? Where does the time go. It was a busy 2025 for Region IX and your Region IX representatives, Marc Donohue and Shawn Campbell. We hope you were able to take some time over the holiday season to rest, recharge, and enjoy special moments with loved ones (and maybe even sneak in a nap or two).

The past six months have been full of activity and inspiration. In September, we attended the Oregon Association of Municipal Recorders (OAMR) Annual Conference in Eugene, Oregon. It was a humbling and energizing experience. OAMR President Kayla Duddy's theme, *“Defying Gravity,”* encouraged us all to step outside our comfort zones and elevate both the Recorder's role and ourselves as professionals.

A highlight of the conference was celebrating colleagues recognized during the banquet. Please join me once again in congratulating these honorees:

- **2025 Breaking Barriers Award**
Krystal Stevens
- **2025 President's Award of Distinction**
Ronnie Smith
- **2025 Recorder of the Year**
Melissa Thompson

The OAMR Auction was another highlight, raising thousands of dollars for scholarships. The generosity and commitment of OAMR members to supporting education is truly inspiring. Congratulations to Past President Kayla Duddy on a remarkable year of leadership. We look forward to traveling alongside President Scott Stauffer (and his bowtie) in the coming year and continuing to build momentum for Region IX.

In November, we attended the IIMC Mid-Year Board Meeting (see [page 4](#) in this newsletter for a full recap). A few weeks later, December brought us to Alaska for the Alaska Association of Municipal Clerks (AAMC) Annual Conference. Before the conference, we enjoyed a side trip to Fairbanks! A huge thank you to AAMC Past President April Tricky and her family for their warm hospitality! Highlights included seeing the Northern Lights, relaxing in Chena Hot Springs, visiting the City of North Pole, touring City Halls, and enjoying some of the best food we've ever had. (Though Shawn is still disappointed she didn't spot a moose!)

The AAMC Conference in Anchorage was equally inspiring. President Dani Snider's theme, “Clerk to Become the Greatest You,” set the tone for an uplifting event. From a lively opening ceremony featuring “Clerk’s Bingo” (congratulations to Shawn on her win!) to sessions on ethics, elections, and professional excellence, the conference was packed with valuable learning. Banquet night was COLORFUL in every sense, with attendees dressed in vibrant hues.

During the banquet, we were excited to celebrate the following award winners:

- **2025 Lifetime Achievement Award**
Jamie Newman
- **2025 Clerk of the Year**
Dani Snider (AAMC's Clerk of the Year is selected by a committee independent of the current President.)

We also witnessed Kim Lane sworn in as AAMC's new President. Her theme, “Clerk with Purpose,” promises another inspiring year ahead,

and we look forward to working with her.

Lunch with Region IX - Mark your calendars! We're excited to host the winter edition of Lunch with Region IX on January 20, 2026, at 11:00 a.m. Alaska Time / 12:00 p.m. PT. We'll share IIMC updates, state highlights, and even a round of Kahoots! Click [HERE](#) to register.

Upcoming Events - We're proud to represent IIMC and Region IX at these upcoming conferences and meetings:

- Washington Municipal Clerks Association Conference in Kennewick, WA - March 2026
- California Municipal Clerks Association Conference in Anaheim, CA - April 2026
- IIMC Board of Directors Meeting in Reno, NV - May 2026
- IIMC Annual Conference in Reno, NV - May 2026 (where President Dawn Abrahamson will conclude her year of leadership)

Be sure to stop by the Region IX booth in the vendor hall at the IIMC Conference to pick up a special memento honoring President Abrahamson's year.

For questions or concerns, please reach out to Marc Donohue:

mdonohue@eastvaleca.gov / 951-703-4421

Shawn Campbell:

scampbell@auburnwa.gov / 253-931-3055

In Service,
Marc A. Donohue, MMC
Region IX Director
City of Eastvale, CA

Shawn Campbell, MMC
Region IX Director
City of Auburn, WA

IIMC Board of Directors Midyear Meeting Highlights

RANCHO CUCAMONGA, CALIFORNIA | NOVEMBER 21-22

The IIMC Board of Directors convened for its Midyear Meeting in Rancho Cucamonga, California, on November 21 and 22. The meeting focused on governance, strategic planning, and key committee actions that will guide the organization into the future.

FRIDAY, NOVEMBER 21

The Board participated in a full-day Board Development session centered on governance roles and responsibilities. Discussions included Board accountability, decision-making processes, and meeting protocols. These sessions are designed to strengthen Board cohesion, improve communication, and reinforce the importance of engagement and open dialogue—key elements of healthy boards and strong organizational outcomes.

SATURDAY, NOVEMBER 22

The formal Board meeting was held on Saturday and included reports from all IIMC Committees. The following committees presented action items, all of which were approved by the Board:

- **Elections Committee**

- Expanded the Director's Profile Form and Biography
- Created an Election Complaint Form
- Added a second Candidate Forum
- Strengthened the Elections and Campaigning Policy
- Reduced the voting period from 14 days to 8 days in March for the upcoming Vice President election

- **Policy Committee**

- Revised the Social Media Policy
- Adopted a Board Executive Session Policy

- **Public Relations Committee**

- Added a second municipality-size category to the Program for Excellence in Governance Award (PEGA)

- **Budget and Planning Committee**

- Presented balanced budgets for 2025 and 2026
- Approved staff cost-of-living adjustments (COLAs)
- Approved funding for a Region X Consultant
- Approved additional staffing in Communications

The Executive Director's Report included recommendations to create a Region X (Canada) Consultant position, hire additional Communications staff, and explore strategies to reduce conference costs. These strategies would begin with the 2026 Conference in Reno and may include the possibility of holding consecutive conferences in the same city.

The Board also reviewed the current Strategic Plan and ongoing updates. Looking ahead, IIMC will establish a Constitution Task Force to review the Constitution in accordance with policy and will begin work on a new Strategic Plan leading into 2027.

IIMC President's Winter Message

DAWN G. ABRAHAMSON, MMC | IIMC PRESIDENT

A New Year Message to IIMC Region IX Members:

As we welcome the New Year, I extend my warmest wishes to each of you for a year filled with health, peace and renewed purpose. A new year invites reflection as well as resolve - and this moment calls us to both.

In light of the recent senseless acts of violence in our nation, most recently the shooting that targeted members of the Jewish community and the tragic shootings at Brown University, I am reminded that hatred and intolerance continue to harm lives and fracture the sense of safety we all deserve. These events weigh heavily on my heart, but they also underscore the urgent responsibility we share as public servants and community leaders.

As professionals committed to service, ethics and inclusion, we must continue to do better - individually and collectively - to embrace our diversity and stand firmly against hate in all its forms. Our differences in faith, culture, background, and perspective strengthen our communities when we choose understanding over fear and compassion over division.

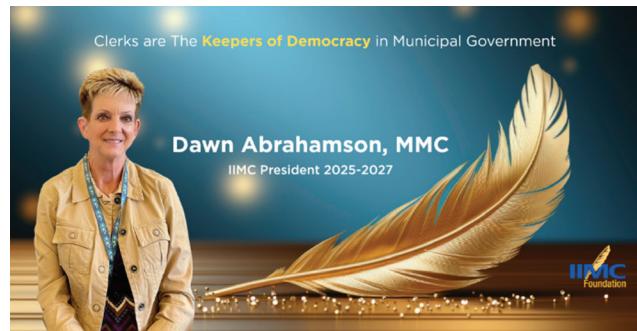
In the year ahead, I remain committed to fostering respectful dialogue, creating inclusive spaces, and leading with empathy. The word we do matters, and the example we set can help shape our communities - including our IIMC community - so that everyone feels seen, valued, and safe.

It has truly been a pleasure working with your two Region IX Directors this past year - **Marc Donohue and Shawn Campbell** - whose continued commitment and leadership reflect the very best of Region IX.

I want take this opportunity once again to encourage you to support the IIMC Foundation, IIMC's educational arm which provides grants and scholarships to Clerks working toward their CMC and MMC designations. You can help support Clerk education in many ways:

- Participate in the silent auction at the 2026 Annual Conference
- Make a one-time or monthly donation through Givebutter
- **Purchase tickets** to the 2026 Conference Registration and Hotel Drawing
- **Purchase tickets** to the Hawaii fundraiser sponsored by American Legal Publishing
- Include a separatee check of \$25 when paying your annual membership dues

Get more info about the IIMC Foundation [here](#).



Wishing all Region IX members a hopeful and meaningful New Year. May 2026 be a year of unity, healing and progress for Region IX and beyond. I look forward to seeing you in Reno, Nevada in May at the 2026 Annual IIMC Conference where we will celebrate IIMC's 80th anniversary.

BOARDS, COMMISSIONS, AND COMMITTEES (BAC)



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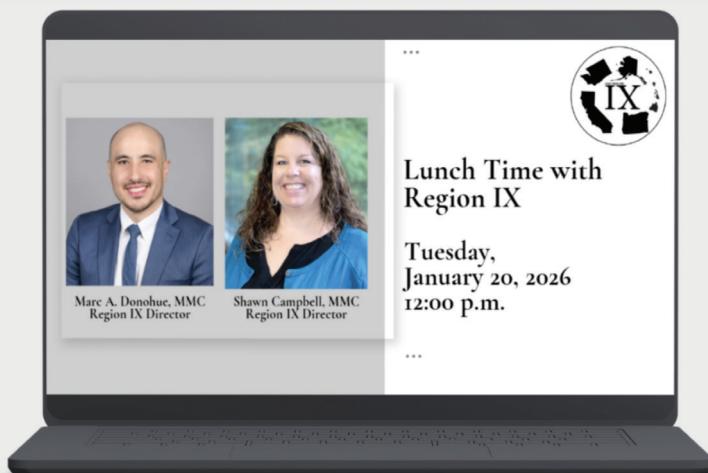
LUNCH TIME WITH REGION IX VIRTUAL EVENT!

Region IX Directors Marc Donohue and Shawn Campbell are excited to host the upcoming Lunch Time with Region IX virtual event on Tuesday, January 20, 2026 @ 11:00 a.m. Alaska Time / 12:00 p.m. PT!

You can register for the event by [clicking here](#). During this event, we'll be providing updates on everything related to IIMC and answering any questions that you might have.

We look forward to seeing you there!

REGISTER HERE



Winter Reflections: Leadership, Progress and Preparing for the Year Ahead

ASHTON R. AROCHO, MMC | CMCA PRESIDENT

Happy New Year Region IX! I hope each of you take a moment to reflect on 2025 - your accomplishments, the challenges you overcame and even the lessons learned along the way. 2025 was the Year of the Snake—a year of shedding. Shedding old habits, outdated ways, and anything that no longer served us, preparing us for the year ahead where we can finally heal, grow, and move forward together. However you chose to celebrate the recent holiday season, I hope you took time to recover, reflect, and reset. 2026 is your year – now go take it.

For those of you who don't know me, hi, my name is Ashton Arocho and I'm the City Clerk Services Director for the City of Rancho Cucamonga, California. Fun fact - IIMC's headquarters is walking distance from my City Hall! In addition to my day job, I also have the privilege to serve as the President of the California Municipal Clerks Association ("CMCA").

The theme for my year as president is heavily influenced by one word - empowEr. There is an intentional emphasis on the 'WE' because the heart of CMCA is the membership: a dedicated, diverse group of professionals united by a shared commitment for public service and professional excellence. In any organization, the true strength lies in its people, and it's been a true honor to really showcase our membership throughout this past year.

I've had the honor to do what I call the Presidential Tour. I had the opportunity to attend the Oregon Association of Recorders (OAMR) conference in beautiful (and very green) Eugene, OR. I left the conference feeling inspired, engaged and excited for the future of the municipal clerk profession. I also had the honor to meet the Oregon Secretary of State Tobias Read who provided a heartwarming message of encouragement and partnership to the Oregon Recorders. It's always so nice to see dignitaries truly understand and appreciate the work we do day in and day out.



Most recently, I traveled to the below zero temperatures of Alaska! Let me just tell you - I am so thankful to be in my 70-degree California weather. The cold is not for the faint of heart! Despite the freezing temperatures outside, I was overjoyed by the warmth and welcome I received from the Alaska Association of Municipal Clerks (AAMC). I appreciated the thoughtful approach for out of state guests as well as the leadership sessions coupled with AI engineering.

I'd like to take a moment to recognize the OAMR and AAMC conference committee members who put in such thought and determination to ensure a successful conference. It was such a joy to watch your hard work turn into a reality. In addition, to those who received awards of recognition and distinction - congratulations again. It's always so inspiring to hear stories of persistence, dedication and passion from municipal clerks throughout the region. It's also always a pleasure to watch the crowd of peers, colleagues, and even family members light up and join in on the celebration. It's a great reminder to always remember that although our jobs are demanding and sometimes go unnoticed, there are individuals cheering you on from the sidelines.

I look forward to the final leg in my tour in March where I'll be visiting the state of Washington for the very first time as I attend the Washington Municipal Clerks Association (WMCA). I look forward to meeting the folks in Washington, learning from you and sharing resources with you all.

Lastly, I'd like to formally invite each of you to Be Our Guest at our upcoming 2026 Annual Conference held April 29 - May 1, 2026, at the iconic Disneyland Hotel in Anaheim, California. Join us for a week filled with inspiring sessions, magical networking opportunities, and a powerful lineup of experiences designed to leave you feeling empowered and equipped with tools for success. Registration is set to open mid-January.

With my year as president coming to an end in April 2026, I'd like to thank the entire Region IX membership for being so welcoming. Thank you for showing me support, even from afar. And to my Region IX leadership team - thank you for embracing me with open arms, lifting me up on some of my hardest days, and always being there to support and encourage me to push through. The relationships that I've built will always remain near and dear to my heart, as we all begin to depart from our positions and move into the next chapter of our careers.

Until we meet again.



Hello Region Friends!

SCOTT S. STAUFFER | OAMR PRESIDENT



On behalf of the over 200 members of the Oregon Association of Municipal Recorder (OAMR), I am thrilled to bring greetings

to our colleagues across the west coast.

As we begin a new year, OAMR finds its board free of vacancies and our committee rosters full. Our members are actively planning our 2026 activities and we're looking forward to our continued partnership with our friends across Region IX.

Back in 2025, our association's leadership began to do what we do best - hold meetings and plan! On **November 21** the OAMR Board met and heard reports from several committees who were already making plans for 2026 activities including our first-ever virtual and regional in-person Mid-Year Academy on March 12 (visit www.oamr.org for details coming soon!) and our **Annual Conference** to be held September 21 to 25 in at the Chinook Winds Casino & Resort in Lincoln City. Oregon is very happy to invite all our Region IX friends to join us at Lincoln City - where it's always better at the beach!



The OAMR Board also discussed a proposal from our International Institute of Municipal Clerks (IIMC) Region IX Directors, Marc Donohue and Shawn Campbell, to hold an annual Region IX conference - a proposal which would have Oregon hosting a regional conference in 2029 as a part of OAMR's annual conference. Although OAMR's Board expressed concern with the proposal, we also want to support the effort to create more opportunities to learn and connect. The OAMR Board looks forward to continuing this conversation in the new year.



View of Downtown Anchorage from the Hotel Captain Cook.

As of this report, I have only made one trip on behalf of OAMR, and that was to Anchorage, Alaska, to the Alaska Association of Municipal Clerks (AAMC) conference held on December 6-10. AAMC's 60th Conference was all about "clerking to become the greatest you" and outgoing President Dani Snyder, City of Fairbanks, was a wonderful host.

It was a wonderful time connecting with the Region IX Leadership Team and our Alaskan colleagues. I got to know our AAMC, California Municipal Clerks Association (CMCA), and Washington Municipal Clerks Association (WMCA) colleagues and their spouses. It is certainly true that Alaska is a different world and a whole aura unto itself!

Up Next: **the OAMR Board will hold its next meeting on February 9.** There will also be the usual cycle of committee meetings over the next few months - we're seeing fantastic participation and I couldn't be more excited for the year to come.

Thank you for your support of OAMR and our profession - we couldn't do what we do without each other, which is why it is always important to ask **how are you lifting your colleague(s) up today?**



IIMC Region IX Leadership Team with IIMC President Dawn Abrahamson: Marc Donohue (Region IX Director), Scott Stauffer (OAMR President), Kim Lane (incoming AAMC President), President Abrahamson, Dani Snyder (outgoing AAMC President), Shawn Campbell (IIMC Region IX Director), Ashton Arocho (CMCA President), and Heidi Napolotino (WMCA President).

Update from the Washington Municipal Clerks Association

HEIDI K. S. NAPOLITINO | WMCA PRESIDENT

Greetings from Washington. Recent flooding in Washington has devastated many communities, with our clerks at the center of emergency response - in Emergency Operations Centers, dealing with flooded archives, and holding steadfast as the backbones of our communities.

We are preparing for our annual conference in March, to be held in Kennewick, WA. Our conference planning, membership, and education committees

have been working tirelessly for months to create a week of learning, connection, and, dare I say - fun! If you would like to join us, registration will be open soon. Our team is also starting to plan for an exciting new opportunity - based on member feedback, there is interest in convening as a Region. Washington has the honor of hosting the first Region IX conference in 2027 in Spokane, WA! Stay tuned for more information and registration details as we get closer.

This is my last newsletter as WMCA President, as my term will end in March. It feels like five minutes have passed since I was sworn in and also an entire lifetime...it has been an incredible honor to serve this year. I have met so many amazing Region IX members in California, Oregon, and Alaska. Your dedication to your communities and to making a better, more inclusive world for all clerks is inspiring. I know that this year will stand out as one of the best of my career, both professionally and because of the friends I have been privileged to make along the way.

Sincerely,
Heidi K. S. Napolitino
WMCA President

ALASKA ASSOCIATION OF MUNICIPAL CLERKS

KIM LANE, MMC | AAMC PRESIDENT

I am coming to you from the great state of Alaska! Wishing you and yours a very Happy New Year!

The Alaska Association of Municipal Clerks (AAMC) held its annual academy and conference the week of December 7, with former President Danyielle Snider leading and encouraging us to “Clerk to Become the Greatest You” (President Sniders 2025 theme), by networking and learning from the many presenters that came to our great state and braved the freezing weather!

Our Region IX Directors, Marc Donohue and Shawn Campbell, CMCA President, Ashton Arocho, OAMR President, Scott Stauffer, WMCA President, Heidi Napolitino joined us as well. Thank you to NCI Director Joann Tilton and IIMC President Dawn Abrahamson (and of course Every), for also attending.

On Sunday, there was an all-day academy session on *Ethics* presented by Rex Osborn. This interactive session helped clerks strengthen their understanding of workplace integrity, apply ethical principles, and lead with value-driven decision making. It was exceptional and truly engaging.

On Monday, we began with our opening ceremony which included our very own AAMC 1st Vice President, Colt Chase on Sax hammering out the national anthem.... WOW, it was truly amazing! We then split into two groups to hold concurrent sessions with our newer clerks attending *Nuts & Bolts* sessions which included the *Role of the Clerks, Agendas, Minutes, & Meeting Prep*. The DCRA Local Govt Specialists

gave helpful insights on Alaska’s *Title 29*. The more seasoned clerks spent most of the day with Chris Astrella who presented on *Digital Government and Cyber Data Security 101*. Later that day, we all came together for a *Clerk Networking Roundtable* that was held by community type and gave clerks an opportunity to have meaningful conversations. Past President Snider held a President’s Reception and Trivia Night that was full of competitive fun with “Derk the DJ Clerk” hosting the event.

On Tuesday, we came together for a panel on *Election Lessons Learned*, followed by an *IIMC 101* update from our Region IX Directors and a session on *AAMC Committees 101*. During the annual business meeting, the 2026 budget was approved and new officers were elected: Derrick Ball, Second Vice-President; Elise Sorum-Birk, Treasurer; and Miranda Honest, Communications Director. Education continued with sessions on *AI tools*, *Division of Elections updates*, and the always-entertaining *Wild and Wacky World of Clerks*, where clerks shared experiences and insights.

That evening we held our annual banquet where our very own immediate Past President, Danyielle Snider was honored as our *Clerk of the Year!* She is so deserving of this prestigious award. Anyone who knows Dani would agree! Our fundraising crew worked extremely hard and raised an incredible amount of money for Alaska clerk education. Way to go Fundraising Team!! “Derk the DJ Clerk” not only helped with the fundraising events but was also our DJ... We do love to dance!

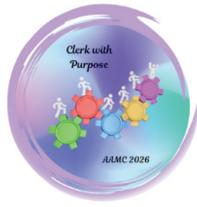
During the banquet, President Snider bestowed the Lifetime Achievement Award to Jamie Newman for her leadership, mentorship, and lifelong dedication to the clerk profession. Jamie is the epitome of what we as Clerks aspire to be.

President Snider also recognized Shelby Carlson, Derrick Ball and Liesl Barker as members of the “Small but Mighty” Vendor Committee that used their creativity and drive

to secure over \$33,000 in contributions.

I am so incredibly lucky to have such a great group of clerks on my team during the coming year.

Finally, on Wednesday, Athenian Fellow and past City and Borough of Juneau Clerk, Beth McEwen facilitated the Athenian Dialogue on *Failure is not an Option: Mission Control from Mercury to Apollo 13 and Beyond*. I attended this action-packed session and was thrilled to come away with many inspiring takeaways.



Thank you to all who made the 2025 AAMC academy and conference a success!

My theme for 2026 is "Clerk with Purpose" which speaks to the

incredible work that we do and how we empower one another in networking, mentorship, and education. When we "Clerk with Purpose" we serve with purpose, and we learn with purpose. I believe that to clerk with purpose goes beyond simply fulfilling our responsibilities, it's a mindset that embraces the oath we take and encourages us to approach every action with intention and mindfulness.

I look forward to my journey as the 2026 AAMC President, and I am excited to meet the many clerks across Region IX who work every day towards becoming the greatest version of themselves. Thank you to the Region IX Directors and Presidents who have already made me feel welcome. I hope to see you all in Kennewick, WA in March!



We're not managing agendas. We're operationalizing open government.



A Letter to the Clerks Behind Every Public Meeting



It's **All Hands On Deck** Time.

We know you see the pattern because you've told us over and over again: product quality is low, customer service is even lower, and agencies are left stitching together a patchwork of half-mature tools that were never designed to work together. No one has delivered a complete, cohesive solution because no one has stuck it out long enough to do it.

We know what it's like to have to create workarounds for software that doesn't understand how meetings really run. To see brilliant public servants still leaning on spreadsheets and Word documents because the "enterprise solution" can't handle the real complexity of the work. You feel like you're a line item on your vendor's invoice - not a partner.

Govinity's Open Governance Operating System came to existence because you deserve better.

We began by asking seven agencies to build with us... not as early customers, but as Founding Partners shaping every decision we make. We've assembled the most experienced subject matter experts and govtech leaders in the space, including our advisors Tom Spengler and Emery Jones (co-founders of Granicus), as well as our team members David Gertmenian-Wong (co-founder of ProcureNow), Thao Hill (two decades building open government technology, from one of the first agenda systems to leading product roadmaps at Granicus and OpenGov), and Lisa Pope (30 years in service to the clerk community, California Municipal Clerks Association Lifetime Achievement Award). Every one of us leads with empathy and collaboration. We're not building agenda management and legislative technology from the outside looking in - this is our life work and you are our people.

We're building Govinity for the long haul—because that's the only way to reach the maturity this work actually demands. It takes commitment. It takes staying power. It takes an all-hands-on-deck team that's willing to stand beside you, not just sell to you. That's what we mean when we say **The Partner that Public Service Deserves**.

If you're ready, we'd love to have you join us to solve legislative and public meeting management for the next generation of municipal and board clerks... together.

Thao Hill
CEO & Co-Founder, Govinity



REGION IX DINNER

THE ALPINE IN RENO, NV



Join your fellow Region IX colleagues for an evening of connection and camaraderie at the IIMC Annual Conference in Reno, Nevada!

This year's dinner will be held at The Alpine in Reno, a vibrant local venue known for its welcoming atmosphere and great food.

The Region IX Dinner is a wonderful opportunity to network with peers from across the region, exchange ideas, and strengthen professional relationships in a relaxed and enjoyable setting.

Whether you are a first-time attendee or a long-time member, this event offers the perfect chance to build meaningful connections and celebrate our shared commitment to the profession.

Attendance Fee: \$75 per person.

Heavy appetizers will be provided, along with two drink tickets. Participants are on their own for transportation to/from the event. Space is limited so register today!

REGISTER HERE

YEAR-END UPDATE: MUNICIPAL CLERKS INSTITUTE AT CSUSM

RANDI JOHL | MUNICIPAL CLERKS INSTITUTE DIRECTOR

As we close out the year, it is a pleasure to reflect on the continued growth and success of the Municipal Clerks Institute (the Institute) at California State University, San Marcos (CSUSM). Now completing its second year, the Institute represents a first-of-its-kind partnership between the California State University system and the City Clerks Association of California (CCAC). Together, we are building a lasting framework to support and strengthen the municipal clerk profession.

Guided by the Institute's core mission—***Educate, Engage, and Elevate***—our programs are designed to provide meaningful professional development, foster connections among clerks and their communities, and advance the profession as a lifelong continuum of public service.

PROGRAMS & EDUCATIONAL OFFERINGS

The Institute offers both the Certified Municipal Clerk (CMC) and Master Municipal Clerk (MMC) programs, along with an Advanced Academy held in conjunction with the CMCA Annual Conference. The CMC program is offered annually in February and October. The MMC program is offered annually in June. Each session provides 15 CMC/ MMC education points, contributing toward the 60 points required for certification. Responding directly to student feedback, the Institute utilizes a hybrid learning model that includes one virtual day and four in-person days, balancing flexibility with the value of face-to-face learning.

2025 HIGHLIGHTS, STRENGTHS AND OPPORTUNITIES

In 2025, the Institute continued to demonstrate strong performance across all key areas. Clear goals and objectives guide enrollment, student success, curriculum quality, financial stability, and

strategic growth. Robust performance measures ensure accountability and continuous improvement. Demand for the programs remains exceptionally strong. CMC sessions routinely sell out within 48 hours of registration opening, and MMC programs continue to be well attended. Student feedback consistently confirms that the Institute delivers high-quality education in a supportive and engaging learning environment. In 2025, 25 students graduated from the Institute after completing the required CMC credits through current and prior sessions—a meaningful milestone that reflects the Institute's positive impact.

While the Institute has enjoyed notable success, thoughtful growth remains a priority. The launch of the Institute was intentionally paced to allow for the development of a strong foundation, followed by data-driven expansion over a three-year period—now nearing the completion of year two. Currently, each CMC session accommodates 70 students. Given the rapid sellouts and increasing demand, the Institute is actively exploring opportunities to expand capacity and further diversify its pool of trainers while maintaining the quality and integrity of the educational experience.

LOOKING AHEAD

The coming year will include offerings of CMC 100/200 and MMC 300. Registration details can be found [online here](#). Overall, the Municipal Clerks Institute continues to be a well-executed and impactful initiative, positively influencing the professional journeys of municipal clerks throughout California. We are proud of what has been accomplished and excited about what lies ahead as we continue to serve and support the municipal clerk community in the years to come.

Northwest Clerks Institute Update

BY JOANN TILTON | NCI DIRECTOR

As we begin a new year of growth, learning, and connection, I am pleased to share important updates from the Northwest Clerks Institute. Each year, I am reminded of the dedication and professionalism of clerks across our region. Your commitment to public service continues to inspire the work we do at NCI, and it remains my privilege to support your journey through education, leadership development, and community building.

A Year of Momentum and Meaningful Progress

The past year has brought renewed energy and forward movement for the Institute. Our faculty and planning teams have continued to refine curriculum, expand interactive learning opportunities, and strengthen partnerships across Washington, Oregon, and Alaska. Whether participants are attending for the first time or returning for advanced coursework, our goal remains the same: to provide a meaningful, relevant, and empowering educational experience.

Registration Now Open for 2026 Professional Development

Registration is now open for the 2026 Professional Development sessions, held each June at the University of Puget Sound in Tacoma, Washington. These sessions are among the most anticipated events of the year, bringing clerks together from across the Northwest to learn, collaborate, and elevate their professional practice.

2026 SESSION DATES

- **PD I:** May 31 – June 5, 2026
- **PD II:** June 7 – June 12, 2026
- **PD III:** June 14 – June 19, 2026

Registration closes two weeks before each session begins. Early registration is encouraged, as space is limited to ensure a high quality learning environment.

REGISTRATION FEES AND REQUIRED MEAL PACKAGES

- **Registration (per PD):** \$850
- **Meal Options (required):**
 - *Overnight Lodging & Meals:* \$675
 - *Commuter Meal Package:* \$350

A meal package selection is required to complete registration.

PD IV Update

To avoid overlap with upcoming IIMC Annual Conferences, **PD IV will not be offered in 2026** (Reno, NV) or **2028** (Bellevue, WA). The program will return in **June 2027**.

In the meantime, clerks seeking advanced education points are encouraged to participate in **State Association Master Academies** and **Athenian Dialogues**, which continue to provide valuable opportunities for CMC and MMC credit.

What You Can Expect in 2026

This year's curriculum continues to build on the strengths that make NCI unique:

- Engaging, interactive instruction led by experienced municipal professionals
- Collaborative learning environments that foster connection and shared problem solving
- Real world application through case studies, simulations, and hands on exercises
- Leadership development integrated throughout every level of the program
- A supportive community of clerks who understand the challenges and rewards of the profession

Our mission is not only to teach but to empower—to help participants return to their organizations with new tools, new confidence, and renewed inspiration.

Celebrating the Clerk Profession

One of the greatest joys of my role is witnessing the transformation that occurs when clerks invest in themselves. I have seen participants arrive unsure of their abilities and leave with a renewed sense of purpose. I have watched lifelong friendships form in the classroom and seen clerks step into leadership roles they once thought were out of reach.

This is the heart of NCI: building capacity, confidence, and community within one of the most essential professions in local government.

Looking Ahead

As we prepare for another impactful year, I extend my sincere gratitude to each of you. Your dedication to ethical governance, transparency, and public trust is the backbone of our communities. The work you do matters deeply, and the Northwest Clerks Institute is honored to support you.

I look forward to seeing many of you in June and to continuing our shared journey of growth and excellence.

Warm regards,
Joann Tilton
Director, Northwest Clerks Institute

SCHOLARSHIPS, 2026 HAWAII DRAWING & CONFERENCE REGISTRATION

BY COLLEEN J. NICOL, MMC | IIMC FOUNDATION TREASURER

SCHOLARSHIPS

The best news ever! The IIMC Foundation awarded \$400 to all 41 applicants for CMC/MMC scholarships for use during calendar year 2026! In addition, all 78 applications for a \$100 James B. Tinnin online learning scholarship were also funded! The Foundation Board is delighted funds were available this year for every IIMC member requesting assistance with their continuing education.

In fact, some funds available for additional scholarships remain unspent. The downturn in the economy due to COVID affected the scholarship dollars awarded over the last few years. With those down years rotating off the calculation policy, we expect good years ahead and encourage even more applications for 2027!

Your two Region Directors did their work in reviewing and ranking the CMC/MMC applications. Thank you!

Region IX benefits from several endowments dedicated to its members. The Region IX, California, Oregon, and Washington restricted endowments boost the number of clerks in Region IX that can be helped every year. Other restricted endowments help all IIMC members. Region IX members always submit the most applications and receive the most scholarships. Your giving makes a difference!

Use the link below to donate and select the **endowment** from the drop-down menu.

[CLICK TO DONATE](#)

HAWAII TRIP DRAWING

Aloha! American Legal Publishing is once again donating a week-long trip for two to Hawaii! Region IX has been very lucky winning this trip! Tickets are available, use the link below! The winner will be drawn at the conference banquet in May.

[ENTER DRAWING HERE](#)

2026 IIMC ANNUAL CONFERENCE REGISTRATION AND HOTEL

Purchase tickets today to enter the drawing for full registration and hotel for the 2026 IIMC Annual Conference in Reno, valued at \$1,500! Tickets are available through March 1, 2026. Use the link below to enter:

[ENTER DRAWING HERE](#)

Several of you are recurring donors and you are appreciated! Even a small monthly donation adds up and each grows investments dedicated to our members. These donations and ticket purchases support scholarships and other IIMC education programs. Thank you! If you want more information on the IIMC Foundation, visit [our website](#) or contact Colleen Nicol, Treasurer, nicol.colleen@yahoo.com or 951-990-6648.

IIMC Region IX Hoodies

Midweight Pullover Hoodie \$41.99
Pullover Hoodie \$37.99
Allmade Organic French Terry Pullover Hoodie \$62.99

IIMC Region IX T-Shirts

Women's Slim Fit Tee \$27.99
V-Neck Unisex Tee \$27.99
Classic Unisex Tee \$26.99

IIMC Region IX Spiral Notebook **IIMC Region IX Tote Bag** **IIMC Region IX Cap**

Spiral Notebook \$24.99
Organic Cotton Tote Bag \$26.99
Printed Classic Baseball Cap \$21.99



IIMC REGION IX

Online Store

What an exciting opportunity to showcase our fantastic Region and commemorate the launch of our new branding/logo! Get ready to express your pride by ordering your preferred items, including t-shirts, crewnecks, hoodies, notebooks, tote bags, caps, and much more, all available in a variety of vibrant colors.

[SHOP NOW](#)

All sales help contribute to the Region IX Endowment Fund for the IIMC Foundation

New Region IX Members

FROM MAY 2025 THROUGH DECEMBER 2025

Breckan Hendricks	Municipal Clerk/City Clerk	City and Borough of Juneau	AK
Beth Haener	City Clerk	City of Belvedere	CA
Katherine Cummings	Administrative Technician	City of Brentwood	CA
Lorena Barrera	Town Clerk/Assistant to the Town Manager	Town of Corte Madera	CA
Mycile Cahambing	Administrative Technician	City of Dublin	CA
Diana Serrato	Deputy City Clerk	City of Garden Grove	CA
Lilia Corral	Deputy City Clerk	City of Hayward	CA
Paul Eichenholtz	Administrative Technician	City of Livermore	CA
Veronica Dao	Town Clerk	Town of Portola Valley	CA
Miranda Komanee	Supervising Deputy City Clerk	City of Stockton	CA
Naomi Frontela	Management Assistant	City of Temecula	CA
Myra Russell	City Recorder	City of Independence	OR
Crystal Robles	Deputy City Recorder	City of Molalla	OR
Lora Wilmes	City Clerk	City of Carnation	WA
Cassie Salwey	Public Records Analyst	City of Renton	WA
Mary Ricker	Deputy City Clerk/Communications Specialist	City of Shelton	WA
Crystal Highlan	Deputy City Clerk	City of University Place	WA
Brian Schoenfelder	Assistant Municipal Clerk	City and Borough of Sitka	AK
Jordan Talbert	Records Management Officer	Matanuska-Susitna Borough	AK
Melissa Arreguin	Office Assistant	City of Indian Wells	CA
Marisol Camacho	Administrative Assistant	City of Kerman	CA
Shannon Chandler	Admin Analyst/Assistant Clerk of the Board	South Tahoe Public Utility District	CA
Jénie S. Coco	Administrative Assistant	City of Compton	CA
Patricia D'Amico	Deputy City Clerk	City of Orinda	CA
Brandon Drake	Analyst 1	City of Mountain View	CA
Sheryl Garcia, MMC	Administrative Services Director / City Clerk	City of Canyon Lake	CA
Sonia Gomez	Senior Deputy City Clerk	City of Moreno Valley	CA
Brianna Hemsley	Executive Assistant to the City Manager	City of Canyon Lake	CA
Serena Lopez	Administrative Assistant	City of Rolling Hills	CA
Melanie Park	Deputy City Clerk	City of Commerce	CA

Candice Parker Trigg	City Administrator Analyst	City of Oakland	CA
Gabriel Preciado	Administrative Assistant	City of Moreno Valley	CA
Tanya Ramirez	Administrative Assistant	City of Westminster	CA
Elizabeth Redfern	Deputy City Clerk	City of Arcata	CA
Diana Smith	Administration Analyst	City of Tulare	CA
Satra D. Zurita	City Clerk	City of Compton	CA
Makenna Kackley	Deputy City Recorder/Executive Admin Assistant	City of Albany	OR
Elizabeth Kinney	City Recorder	City of Coquille	OR
Dillon Peck	Digital Archivist and Grant Writer	City of Newberg	OR
Sarah J. Clark	Town Clerk/Treasurer	Town of Cathlamet	WA
Amanda Hebert	Office Specialist	City of Kirkland	WA
Rochelle Larican	Deputy City Clerk	City of Burien	WA
Heather McCoy	City Clerk	City of Burien	WA
Emily J. Villata	Deputy City Clerk	City of Edmonds	WA
Amanda Watkins	Executive Assistant/Clerk of the Board	Jefferson Transit Authority	WA
Scott T. Lynn	Deputy City Clerk I	City of Homer	AK
Logan Parks	Deputy City Clerk	City of Kenai	AK
Rebecca Ververs	City Clerk	City of Craig	AK
Meghan A. Anderson-Wilson	City Clerk	City of Maricopa	CA
Contessa Dickson	Board Secretary/Executive Assistant	Humboldt Bay Municipal Water District	CA
Angela Garcia	Administrative Assistant	City of Rancho Cucamonga	CA
Selena Gomez	Administrative Legal Clerk	Coachella Valley Water District	CA
Evelyn Guillen	Administrative Services Coordinator	City of Port Hueneme	CA
Ann Marie McKay, CMC	Elected City Clerk	City of Laguna Beach	CA
Norma Welche	Deputy City Clerk	City of Santa Barbara	CA
Julia Wood	Deputy City Clerk/Administrator	City of Santa Cruz	CA
Lindsay Bartholomew	Deputy City Recorder	City of Tigard	OR
Renea Oravetz	Administrative Specialist	Mid-Willamette Valley Council of Governments	OR
Doni Van Dolah	Administrative Assistant	City of Maupin	OR
Anji Viola	Deputy Town Clerk	Town of La Conner	WA
Carole Williams	Deputy City Clerk	City of Granite Falls	WA
Michella Hinchman	Deputy City Clerk	City of Kodiak	AK
Sara Armas	Deputy City Clerk	City of San Luis Obispo	CA

Christopher Chang	Administrative Specialist	City of Union City	CA
Dalee Chang	Executive Assistant/Deputy City Clerk	City of Lindsay	CA
Andrea Colunga-Lopez	Deputy City Clerk	City of San Luis Obispo	CA
Carly Dartez	Senior Administrative Assistant	City of Imperial Beach	CA
Katherine Dary	Administrative Assistant/Deputy City Clerk	City of Buellton	CA
Justine Finn	City Clerk Records Management Analyst	City of Rancho Cucamonga	CA
Rubi Hernandez Carrada	City Clerk Office Specialist	City of San Marcos	CA
Angelina Herron	Executive Assistant	City of Vacaville	CA
Patrice Lattimore	City Clerk	City of Los Angeles	CA
Vionna Lin	Assistant City Clerk/Records Coordinator	City of Los Banos	CA
Lourdes A. Lopez	City Clerk	City of Oxnard	CA
Blanca Madrigal	Executive Assistant	City of Rancho Cucamonga	CA
Michelle Martinez	Office Assistant	City of Monterey Park	CA
Paulina Mendoza	City Clerk Specialist	City of Indio	CA
Jennifer Paolozzi	Development Services Technician	City of Tehachapi	CA
Ashley Pereda	Deputy City Clerk	City of Ventura	CA
Maria Quijano	Administrative Assistant	City of Colton	CA
Jessica Reifschneider	Deputy Clerk	San Diego County Water Authority	CA
Alicia Salazar	Deputy District Clerk	Desert Recreation District	CA
Ruben Viramontes	Executive Officer	City of Los Angeles	CA
Cristina Hernandez, CMC	Deputy Director, Elections and Information Services	City of San Diego	CA
Kierza Hammill	Finance Manager/City Recorder	City of Clatskanie	OR
Martinne Ingram	City Recorder	City of Chiloquin	OR
Sue Ann C. Hartzell	Assistant City Clerk	City of Ruston	WA
Stacy McClellan	Deputy Clerk of the Board	County of Okanogan	WA
Janette May Tucker	City Clerk/Treasurer	City of North Bonneville	WA
Grace Clark	Administrative Assistant	City of Kodiak	AK
Adrian Bankhead	Board Clerk	AVA Community Energy	CA
Deirdre Coyne	Deputy City Clerk	City of Sausalito	CA
Michael Gallagher	Clerk	Town of Atherton	CA
Rosa Garibay	City Clerk Assistant	City of Long Beach	CA
Sabrina Glaze	Records Administrative Assistant	City of San Jacinto	CA
Jennifer Grieco	Administrative Assistant	City of Rancho Palos Verdes	CA

Daisy P. Guzman	Records Coordinator	City of Westminster	CA
Erika Kiernan	Administrative Assistant	Contra Costa Transportation Authority	CA
Nancy Lawrence	Executive Assistant/Clerk of the Board	Las Virgenes Municipal Water District	CA
Alissa M. Leonardini	Deputy City Clerk	City of San Bruno	CA
Leslie Louie	Staff Assistant	City of Rancho Palos Verdes	CA
Brooke Lovell	Deputy City Clerk	City of Placentia	CA
Amanda Nix	Clerk of the Board	Yuba Water Agency	CA
Nicholas A. Norman	Deputy City Clerk	City of Goleta	CA
Michelle Pena	Board Clerk	Southern California Regional Rail Authority	CA
Karleen Price	City Clerk/Assistant to City Manager	City of Willows	CA
Vicky Rossi	Deputy City Clerk	City of Morgan Hill	CA
Arleta Wagenhals	City Clerk Technician	City of Roseville	CA
Amber Wright	Administrative Assistant	City of Nevada City	CA
Angela Ault	Deputy City Recorder	City of Sheridan	OR
Paul Johnson	City Recorder	City of Toledo	OR
Megan Langan	City Recorder	City of Baker City	OR
Sara McKinney	Deputy City Recorder	City of Eugene	OR
Rosa Van Gordon	City Recorder	City of Phoenix	OR
Ana Arroyo	Deputy Clerk of the Board	County of Chelan	WA
Hannah Haver	Public Records Analyst	City of Issaquah	WA
Nathaniel Murphy	City Clerk/Treasurer	City of Prescott	WA
Liesl Olson	Special Projects Program Manager	City of Bellevue	WA
Justina Taylor	District Clerk	Lummi Tribal Sewer & Water District	WA
Amy Woodruff	City Clerk	City of Homer	AK
Janise Bocskovits	Executive AssistantBoard Clerk/	Lakeside Fire Protection District	CA
Ashley Bussart	Deputy City Clerk	City of Benicia	CA
Misty Diaz	Management Assistant	City of Bellflower	CA
Jessica Garner	City Clerk/Records Coordinator	City of Tehachapi	CA
Yanling Huang	Management Assistant	City of Millbrae	CA
Marissa Kersey	City Clerk	City of Woodland	CA
Samuel Pech	Administrative Assistant II	City of San Gabriel	CA

Wendy Perkins	City Clerk	Ciyt of Dunsmuir	CA
Gisela Pimentel	Planning Technician	City of Huron	CA
Evaracquel Roa	Senior Management Analyst	City of Millbrae	CA
Luria Jepson	City Recorder/Utility Billing Clerk	City of Bay City	OR
Angelica Castillo	Deputy City Clerk	City of Quincy	WA
Kelly Koskie	City Clerk/Treasurer	City of Zillah	WA

Region IX MMC Certifications

FROM MAY 2025 THROUGH DECEMBER 2025

Nanci Sandoval, MMC	City Recorder	City of Umatilla	OR
Suzanne Guzzetta, MMC	City Clerk	City of Milpitas	CA
Anne Hsu, MMC	City Clerk	City of Albany	CA
Dina Manis, MMC	City Clerk	City of Santa Rosa	CA
Abigail Palsgaard, MMC	City Clerk	City of Kingsburg	CA
Stephanie Roseen, MMC	City Clerk	City of Menifee	CA
Sara Gonzalez, MMC	Clerk of the Commission	First 5 Santa Barbara County Children and Family Commission	CA
Scott Stauffer, MMC	City Recorder	City of Milwaukie	OR
Barbara J. Vasquez, MMC	Clerk of the Board	Grant County	WA

Region IX CMC Certifications

FROM MAY 2025 THROUGH DECEMBER 2025

Joy Marie S. Simarago, CMC	Deputy City Clerk	City of Carson	CA
Abigail Dometita, CMC	Administrative Technician III	Town of Colma	CA
Kevin Patterson, CMC	Deputy City Clerk	City of Cotati	CA
Adrian Crom, CMC	Division Support Coordinator	City of Escondido	CA
Susana Gallardo, CMC	Specialist to the Deputy City Clerk	City of Fontana	CA
Hilary Britton, CMC	Deputy City Clerk/Records Supervisor	City of Lakeport	CA
Keren Brunner, CMC	Administrative Clerk/Technician	Town of Los Altos Hills	CA
Charlotte Reinthaler, CMC	Assistant Deputy Clerk	Santa Clara Valley Water District	CA
Kelly Carpenter, CMC	Town Clerk	Town of Truckee	CA
Lea Moyer, CMC	City Recorder	City of Fossil	OR
Kimmie Jackson, CMC	City Recorder	City of Yachats	OR
Rebecca Wood, CMC	Deputy City Clerk	City of Auburn	WA
Kandice Besaw, CMC	Records & Disclosure Coordinator	City of Bonney Lake	WA
Crystal Hawley, CMC	Clerk of the Board/Facilities Coordinator	Okanogan County Transit Authority	WA
Benji Johnson, CMC	Deputy City Clerk	City of Palmer	AK
Lauren Hull, CMC	Senior Management Analyst	County of Contra Costa	CA
Jennifer Janzer, CMC	Deputy City Clerk	City of El Cajon	CA
Adilia Keller, CMC	City Clerk Technician II	City of Roseville	CA
Taryn Brown, CMC	Deputy City Recorder	City of Estacada	OR
Erik Glover, CMC	City Recorder	City of Albany	OR
Lindsey White, CMC	City Recorder	City of Florence	OR
Dawn Wilson, CMC	Deputy City Recorder	City of Keizer	OR
Jennifer J. Bourlin, CMC	Deputy City Clerk	City of North Bend	WA
Meagan Olds, CMC	Deputy Clerk	Town of South Prairie	WA
Sindy Quitugua, CMC	Clerk of the Board	C-TRAN Transit District	WA
Morgan Stoltzner, CMC	Deputy Clerk of the Board	Snohomish County Public Utility District #1	WA
Michelle Williams, CMC	Deputy City Clerk	City of Ferndale	WA
Jasmine Acres, CMC	Deputy Municipal Clerk	Municipality of Anchorage	AK
Karissa Sleppy, CMC	Agenda Coordinator	Municipality of Anchorage	AK

Rachelle Arellano, CMC	Deputy City Clerk	City of Arcadia	CA
Rochelle Scott, CMC	City Clerk	City of Palmdale	CA
Kayla Valdovinos, CMC	Records Manager/Deputy City Clerk	City of Oceanside	CA
Omega Rodela Garces, CMC	Deputy City Recorder	City of Sheridan	OR
Danielle Charchenko, CMC	Executive Assistant/Records Clerk	City of Orting	WA
Cailey Couch, CMC	Deputy City Clerk	City of Chelan	WA
Gregory Francioch, CMC	Legal Assistant/Assistant City Clerk	City of Anacortes	WA
Holley Bayne, CMC	Administrative Coordinator	City and Borough of Sitka	AK
Vanesa Alvarez, CMC	Administrative Assistant	City of Lawndale	CA
Kristen Epolite, CMC	Deputy City Clerk	City of Campbell	CA
Lisa Roxanne Faber, CMC	City Clerk	City of Palmdale	CA
Christiana Kalawa, CMC	Deputy City Clerk	City of Riverside	CA
Anzhelika Simonenkova, CMC	Clerk of the Board	Sacramento Employment and Training Agency (SETA)	CA
Tiffany Aliment, CMC	Assistant City Clerk	City of Gig Harbor	WA
Andi Hirsh, CMC	Deputy Municipal Clerk	City and Borough of Juneau	AK
Julia Gautho, CMC	City Clerk	City of Capitola	CA
Eleanor Granflor, CMC	Deputy City Clerk	City of Los Alamitos	CA
Necy Lopez, CMC	Deputy City Clerk	City of Tracy	CA
Nessa D. Morales, CMC	Administrative Technician	City of La Quinta	CA
Diana Robles, CMC	Deputy City Clerk	City of Pomona	CA
Derrick Ryser, CMC	Assistant City Clerk	City of Ventura	CA
Isabelle Schultz, CMC	Assistant City Clerk	City of Lakewood	CA
Helen Bell, CMC	Treasurer	City of Long Beach	WA
Alyssa Rodrigues, CMC	City Clerk	City of Port Townsend	WA
Nicolle Hall, CMC	Deputy City Clerk	City of American Canyon	CA
Tanesha Hudson, CMC	Chief Deputy City Clerk	City of Compton	CA
Weston Montgomery, CMC	Chief Deputy City Clerk	City of Ojai	CA
Maggie Rodriguez, CMC	Interim Assistant City Clerk	City of Half Moon Bay	CA
Monique Saviez Burns, CMC	Deputy City Clerk	City of Sonoma	CA
Kamie Southward, CMC	Council/Clerk Operations Manager	City of Sacramento	CA
Stacey Tovar Chavez, CMC	Deputy City Clerk	City of Laguna Niguel	CA
Norma Welche, CMC	Deputy City Clerk	City of Santa Barbara	CA
Wendy Lynn, CMC	Council Committee Clerk	City of Portland	OR
Meghan McGee, CMC	Records Specialist	City of Happy Valley	OR