



CHEAC Training Center
2026-27 Session Dates

The CHEAC Training Center offers CHEAC Members and LHD personnel professional training sessions on a wide array of topics, including leadership and management, diversity, equity, and inclusion, and public health programs and services. Training will be held either in-person in Sacramento or virtually via Zoom.

Registration available at www.cheac.org/tc-home!

<u>Session</u>	<u>Description</u>	<u>Date/Time</u>	<u>Location</u>	<u>Registration Due Date</u>
AI in the Workplace	<p>Part 1: How Do I Utilize This Tool? This introduction covers common ways to use Artificial Intelligence tools in an office work environment. You will examine basic moral and security considerations and apply your organization's policies or guidance to AI usage. Benefitting from the chance to practice different uses like automation, training, and consolidation of information, you will leave this course with a solid understanding of practical AI applications.</p> <p>Part 2: Understanding Benefits, Limitations, and Ethical Guidance Building on what you've learned in Part 1, deepen your understanding around AI usage in your organization. We'll consider and discuss the potential advantages, constraints, and broader ethical implications of AI use in the workplace. As generative AI and its applications rapidly evolve, it is critical that we increase organizational knowledge and adaptability while addressing the environmental and economic implications of AI in our work.</p>	<p>Two Day Course:</p> <p>Wed., June 17, 2026 8:30 am-12:00 pm and Thu., June 18, 2026 8:30 am-12:00 pm</p>	Virtual	Wed., June 3
Foundations of Project Management - PMBOK® & Project Management Framework	This comprehensive workshop will explore the concepts and skills needed by every Project Manager. Using the Project Management Institute's (PMI)® Project Management Body of Knowledge (PMBOK® Guide) as the guide, participants will develop an understanding of the triple constraints of scope, schedule, and cost, and their fundamental impact on all project management activity.	<p>Two Day Course:</p> <p>Wed., July 22, 2026 8:30 am-12:00 pm and Thu., July 23, 2026 8:30 am-12:00 pm</p>	Virtual	Wed., July 8
Essentials of Public Health: The California Landscape	<p>This presentation will discuss the inner workings of public health in California. Topics include:</p> <ul style="list-style-type: none"> - Defining Public Health - International and Federal public health - History of public health in California - Ten essential public health services and foundational capabilities - California Department of Public Health - Local health departments - Accreditation <p>Note: This course will not discuss the COVID pandemic response.</p>	<p>Two Day Course:</p> <p>Wed., Sep. 9, 2026 8:30 am-12:00 pm and Thu., Sep. 10, 2026 8:30 am-12:00 pm</p>	Virtual	Wed., Aug. 26

<u>Session</u>	<u>Description</u>	<u>Date/Time</u>	<u>Location</u>	<u>Registration Due Date</u>
Grant Writing: A Practical Approach & Applied Practice Workshop	<p>Grant Writing A Practical Approach: Grant writing is a critical skill for building organizational capacity and sustaining service delivery. This session emphasizes the project management skills needed to coordinate multidisciplinary teams for successful grant submissions. Participants will gain real-world insights and practical tools to support their efforts. Topics include: Assessing organizational capacity; Identifying funding opportunities; Securing stakeholder buy-in; Responding to Requests for Proposals (RFPs), Invitations to Bid (ITBs), and Funding Opportunity Announcements (FOAs); Understanding common proposal components; Developing proposal strategies; Navigating scoring criteria; Avoiding common mistakes; Evaluating success and return on investment.</p> <p>Grant Writing Applied Practice Workshop: This hands-on session focuses on completing a real grant application. Participants will work through a sample application and are encouraged to bring actual grant applications they are currently considering. The session will include real-world practice, demonstrations, and guided feedback.</p>	<p>Two Day Course: Mon., Sep. 21, 2026 8:30 am-12:00 pm and Wed., Sep. 23, 2026 8:30 am-12:00 pm</p>	Virtual	Mon., Sep. 7
Building High Performance Teams	This session will help participants formulate an effective team, as well as look at techniques to strengthen a team. In addition, the course will also explore building trust and the importance of trust as a leader.	Mon., Dec. 7, 2026 8:30 am-12:00 pm	Virtual	Mon., Nov. 23

Important Reminders

Training Session Expectations:

- Attendees will be expected to be actively engaged for the duration of the training session. For virtual trainings, attendees will be expected to be on camera.
- All registrations will be available on a first-come, first-enrolled basis.** A waitlist will only be utilized if a session reaches capacity of 30 registrants.

Payment:

- Payment is accepted via credit card or offline payment (check). To request an invoice for a payment, please complete this [brief form](#). You will be enrolled in the course and billed.

Cancellation Policy:

- Cancellations must be made at least **10 business days prior** to the training start date by completing the [unenrollment request form](#) on the CHEAC Training Center. Cancellations will be subject to a refund of fees paid minus a \$30 processing fee (no exceptions).
- Substitutions may be made with **a 48-hour notice prior** to the training start date. The substituted registrant must have an account in the CHEAC Training Center. Email admin@cheac.org with your substitution request.

Questions? Contact CHEAC at admin@cheac.org.

Updated: 4/7/26