

# Frequently Asked Questions:

## *Beverage Service (RBS) Training for Volunteer Bartenders or Servers at Special Events in the City of Napa*

### **If I work at a winery, bar or restaurant and am going to be volunteering at a special event, do I need to be trained?**

Volunteers or staff serving or selling alcohol at special events must have a valid Responsible Beverage Service training certificate. The certificate must be from a provider offering an ABC certified Responsible Beverage Service training. If the certificate was obtained through your employer's training program it will satisfy the Napa Police Department requirements. Remind your volunteer that they must bring their certification with them to your event as proof of their training.

Since RBS Special Event Training is specific to special event settings you may consider encouraging your volunteers to attend this training in addition to any other ABC certified RBS training they may have already received within their industry.

### **Do all volunteers need to be trained or just the people serving alcohol?**

The Napa Police Department requires individuals who are serving or selling alcohol to be trained. Other volunteers are **not required** to be trained, however the RBS Special Event Training provides information about organizational risk and liabilities and event planning techniques that might be useful to other staff or volunteers involved in event planning. It is desirable to have at least one Board member and Executive Director (for nonprofits), or party host attend the training to review regulations regarding management responsibilities and liabilities.

### **If I have a volunteer who was trained as part of an event for another organization, do they have to be retrained?**

If the volunteer has attended an ABC certified Responsible Beverage Service Training and has a valid certificate, they do not need to be trained prior to volunteering at other events. Remind your volunteers serving alcohol that they must have their certification card when serving, in the event that a Police Officer asks for it.

### **How much does the training cost?**

Training is offered through a contract between Napa County Health and Human Services Alcohol and Drug Services Division Prevention Unit and Beverage Consulting Network. This training is free to organizations hosting events in Napa County. Trainings offered by other vendors may be offered for a fee.

### **Are you able to offer training by request?**

We have posted a selection of trainings for your volunteer bartenders and servers. Trainings require a minimum of 20 attendees. If you have a large group and would like a special training, please contact Shirin Vakharia, 259-8691, to discuss trainer availability and additional costs if applicable.

### **Can you offer training on the day of my event?**

Since the training content includes topics related to event planning, it is recommended that event planners, board members and other responsible parties attend a training in advance of your event. This will allow event planners to incorporate training information in the design of the event. A calendar of trainings is available on [soberdrivernapa.com](http://soberdrivernapa.com). If you would like to request a training date other than those offered, please call Shirin Vakharia, 259-8691, at Health & Human Services to request a special training at least 30 days prior to your event. Trainings are for a minimum of 20 attendees. Health & Human Services and the RBS Trainer will work with you to market the training to additional organizations to reach the required minimum. If the training is delivered on the day of the event, your volunteer servers will be given a temporary card to show to the Napa Police Department upon request at the event to show their RBS certification.

**My organization is based in Napa but our event will be in St. Helena, do we need to be trained?**

The Special Conditions of Operation apply only to events hosted within the city limits of the City of Napa. However, following the Conditions of Operation checklist, including the RBS training for servers, will reduce your liability as a host. To obtain a checklist online, visit [www.SoberDriverNapaValley.com](http://www.SoberDriverNapaValley.com). Working with Health & Human Services and the Catalyst Coalition, all cities in Napa County will soon consider the additional conditions so other cities may soon have additional requirements similar to the City of Napa's Conditions of Operation.

**How do I demonstrate completion of RBS training?**

Within a month of completing your RBS training, Napa County Health and Human Services Agency will send you a certificate of completion valid for two years. This certificate will be a laminated wallet size card. Please have this card with you at the event location. The Napa Police Department will routinely visit special events to verify that all servers have a valid certificate on hand. Remind your volunteers to bring their cards with them to your special event.

**What do I do if I lose my certificate?**

Contact ShirinVakharia at 259-8691 or [shirin.vakharia@countyofnapa.org](mailto:shirin.vakharia@countyofnapa.org) and report the loss of your certificate. Attendance at RBS training will be verified in our database and a replacement card will be issued.

**What trainings meet the ABC certification requirements?**

Trainings offered by Beverage Consulting Network; TIPS training; and ABC LEAD training are all ABC certified trainings. If you are working with a another vendor, verify that their training is ABC certified and ask them to contact Shirin Vakharia to be placed on a list of approved vendors.