



REDWOOD COAST Energy Authority

STAFF REPORT Agenda Item # 3.5

AGENDA DATE:	June 23, 2022
TO:	Board of Directors
PREPARED BY:	Nancy Diamond, General Legal Counsel
SUBJECT:	Conflict of Interest Code Biennial Review and Amendment

BACKGROUND

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially. A Conflict of Interest Code identifies the employment positions within the agency which make or participate in the making of decisions that may foreseeably have a financial effect on any of the employee's own financial interests. For each of these employment positions, the Conflict of Interest Code designates the types of investments, business decisions, investments in real property, or sources of income that must be disclosed each year on a Statement of Economic Interests (Form 700).

SUMMARY

In May 2021 RCEA underwent a reorganization whereby the Deputy Executive Director position was created to assume human resource, information technology, non-power procurement risk management, and general internal administration and operations responsibilities. Duties of the Director of Operations position were revised to focus on RCEA infrastructure planning and operations needs. The renamed Director of Infrastructure Planning and Operations position is responsible for planning regional low-carbon vehicle fueling infrastructure, managing RCEA's public electric vehicle charging station network, operating RCEA's airport microgrid systems, working with partners to plan and develop additional microgrids and regional energy-resiliency projects and planning efforts, and leading renovation or construction and operations of a new RCEA office facility. These changes require updating the list of Designated Employees in the Conflict of Interest Code. After approval by the RCEA Board, the amended Conflict of Interest Code must be forwarded to the Code Reviewing Body for review and approval, in this case, the Humboldt County Board of Supervisors.

ALIGNMENT WITH RCEA'S STRATEGIC PLAN

N/A – Operations.

EQUITY IMPACTS

N/A – Operations.

FINANCIAL IMPACT

None.

STAFF RECOMMENDATION

Adopt Resolution 2022-5 Adopting an Amended Conflict of Interest Code and Authorize the Board Clerk to Submit the Amended Conflict of Interest Code to the Humboldt County Board of Supervisors as the Code Reviewing Body.

ATTACHMENTS

1. Resolution No. 2022-5 Adopting an Amended Conflict of Interest Code
2. Attachment A to Resolution 2022-5: Proposed Amended RCEA Conflict of Interest Code