



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-6

For the meeting of: September 23, 2014

Date: September 8, 2014

To: Board of Supervisors

From: Wendy B. Chaitin, County Counsel *Wendy B. Chaitin*

Subject: Resolution Amending Resolution No. 12-77 of the Conflict of Interest Code for the County of Humboldt

RECOMMENDATION(S):

That the Board of Supervisors adopt the Resolution Amending Resolution No. 12-77 of the Conflict of Interest Code for the County of Humboldt.

SOURCE OF FUNDING:

No funding is necessary beyond already funded staff time.

DISCUSSION:

The Political Reform Act requires that the County's Conflict of Interest Code be reviewed every two years. The County's Conflict of Interest Code requires an amendment to incorporate minor modifications required by law. The Board's adoption of this Resolution will incorporate the amendments to the Political Reform Act into the County's Conflict of Interest Code. The modification to Appendix B fulfills this legal requirement as well. Any positions or committees that have been deleted are stricken and any additions have been underlined.

Prepared by Wendy B. Chaitin/Teri Gridley

CAO Approval *Amy Orsen*

REVIEW:

Auditor _____ County Counsel _____ Personnel _____ Risk Manager _____ Other _____

TYPE OF ITEM:

☒ Consent
☐ Departmental
☐ Public Hearing
☐ Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Bass* Seconded by Supervisor *Sundberg*
Ayes *Sundberg, Lovelace, Bohn, Fennell, Bass*
Nays _____
Abstain _____
Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *Sept. 23, 2014*

By: *Kathy Hayes*

Kathy Hayes, Clerk of the Board

FINANCIAL IMPACT:

None

OTHER AGENCY INVOLVEMENT:

Child Support Services, County Administrative Office, D.H.H.S., Planning Department and Public Works.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to adopt this resolution. This alternative is not recommended because it would leave the County with an inaccurate Conflict of Interest Code.

ATTACHMENTS:

Resolution

Appendix A – Disclosure Categories

Appendix B – County Departments – List of Designated Employees

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA

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RESOLUTION NO. 14-67

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF HUMBOLDT
AMENDING RESOLUTION NO. 12-77 OF THE CONFLICT OF INTEREST CODE FOR THE
COUNTY OF HUMBOLDT**

WHEREAS, the Political Reform Act, Government Code §§81000 *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations §18730, which contains the terms of a standard Conflict of Interest Code; and

WHEREAS, this regulation can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act; and

WHEREAS, Conflict of Interest Codes previously adopted by the Humboldt County Board of Supervisors are in need of revision; and

WHEREAS, affected departments have had an opportunity to review and comment on the proposed code.

NOW, THEREFORE, BE IT RESOLVED that the terms of 2 California Code of Regulations §18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference, and along with the attached appendixes in which employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the County of Humboldt.

BE IT RESOLVED that the Amended Conflict of Interest Code for the County of Humboldt as submitted meets the requirements of the Political Reform Act of 1974 and that said Code and Appendixes are hereby approved and adopted by this Board of Supervisors. (Regulation of the Fair Political Practices Commission, Title 2, Division 6 of the California Code of Regulations).

§18730. Provisions of Conflict of Interest Codes.

(a). Incorporation by reference of the terms of this regulation along with the designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a Conflict of Interest Code within the meaning of Government Code §87300 or the amendment of a Conflict of Interest Code within the meaning of Government Code §87306 if the terms of this regulation are substituted for terms of a Conflict of Interest Code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of Article 2 of Chapter 7 of the Political Reform Act, Government Code §§81000 *et seq.* The requirements of a Conflict of Interest Code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Government Code §87100, and to other state or local laws pertaining to conflicts of interest.

(b). The terms of a Conflict of Interest Code amended or adopted and promulgated pursuant to this regulation are as follows:

SECTION 1. Definitions.

The definitions contained in the Political Reform Act of 1974, Regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. §§18110 *et seq.*), and any amendments to the Act or Regulations are incorporated by reference into this Conflict of Interest Code.

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SECTION 2. Designated Employees.

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on financial interests.

SECTION 3. Disclosure Categories.

This Code does not establish any disclosure obligation for those designated employees who are also specified in Government Code §87200 if they are designated in this Code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their financial interests pursuant to Article 2 of Chapter 7 of the Political Reform Act, Government Code §§87200 *et seq.*¹

In addition, this Code does not establish any disclosure obligation for any designated employees who are designated in a Conflict of Interest Code for another agency, if all of the following apply:

- (a). The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;
- (b). The disclosure assigned in the Conflict of Interest Code of the other agency is the same as that required under Article 2 of Chapter 7 of the Political Reform Act, Government Code §87200; and
- (c). The filing officer is the same for both agencies.

Such persons are covered by this Code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of financial interests are reportable. Such a designated employee shall disclose in his or her Statement of Economic Interest those financial interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the financial interests set forth in a designated employee's disclosure categories are the kinds of financial interests which he or she foreseeably can affect materially through the conduct of his or her office.

SECTION 4. Statement of Economic Interests.

Place of Filing.

The code reviewing body shall instruct all designated employees within its code to file Statements of Economic Interests with the agency or with the code reviewing body as provided by the code reviewing body in the agency's Conflict of Interest Code.²

The department head of each county department is the filing officer for those filers filing as employees of that department head's department. For county boards, committees, councils, commissions, panels, task forces, advisory groups, coordinating councils, corporations, coalitions, and the like that have

¹Designated employees who are required to file Statements of Economic Interests under any other agency's Conflict of Interest Code, or under Article 2 for a different jurisdiction, may expand their Statement of Economic Interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Government Code §81004.

²See Government Code §81010 and 2 Cal.Code of Regs. §18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

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a "sponsoring department," the department head of this "sponsoring department" is designated as the filing officer.

For county boards, committees, councils, commissions, panels, task force, advisory groups, coordinating councils, corporations, coalitions and the like that do not have a "sponsoring department," the commission/committee secretary is the designated filing officer.

SECTION 5. Statements of Economic Interests.

Time of Filing.

(a). Initial Statements. All designated employees employed by the agency on the effective date of this Code as originally adopted, promulgated and approved by the code reviewing body, shall file statements within thirty (30) calendar days after the effective date of this Code. Thereafter, each person already in position when it is designated by an amendment to this Code shall file an initial statement within thirty (30) calendar days after the effective date of the amendment.

(b). Assuming Office Statements. All persons assuming designated positions after the effective date of this Code shall file statements within thirty (30) calendar days after assuming the designated positions, or if subject to State Senate confirmation, thirty (30) calendar days after being nominated or appointed.

(c). Annual Statements. All designated employees shall file statements no later than April 1.

(d). Leaving Office Statements. All persons who leave designated positions shall file statements within thirty (30) calendar days after leaving office.

SECTION 5.5. Statements for Persons Who Resign Prior to Assuming Office.

Any person who resigns within twelve (12) months of initial appointment, or within thirty (30) calendar days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or leaving office statement.

(a). Any person who resigns a position within thirty (30) calendar days of the date of a notice from the filing officer shall do both of the following:

(1) File a written resignation with the appointing power; and

(2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

SECTION 6. Contents of and Period Covered by Statements of Economic Interests.

(a). Contents of Initial Statements. Initial statements shall disclose any reportable investments, interest in real property and business positions held on the effective date of this Code and income received during the twelve (12) months prior to the effective date of this Code.

(b). Contents of Assuming Office Statements. Assuming office statements shall disclose any reportable investments, interest in real property and business positions held on the date of assuming office,

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or if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the twelve (12) months prior to the date of assuming office or the date of being appointed or nominated, respectively.

(c). Contents of Annual Statements. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of this Code or the date of assuming office whichever is later, or for a board or commission member subject to Government Code §87302.6, the day after the closing date of the most recent statement filed by the member pursuant to 2 Cal. Code of Regs. §18754.

(d). Contents of Leaving Office Statements. Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

SECTION 7. Manner of Reporting.

Statements of Economic Interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(a). Investments and Real Property Disclosure. When an investment or an interest in real property³ is required to be reported,⁴ the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property exceeds Two Thousand Dollars (\$2,000), exceeds Ten Thousand Dollars (\$10,000), exceeds One Hundred Thousand Dollars (\$100,000), or exceeds One Million Dollars (\$1,000,000).

(b). Personal Income Disclosure. When personal income is required to be reported,⁵ the statement shall contain:

1. The name and address of each source of income aggregating Five Hundred Dollars (\$500) or more in value or Fifty Dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any, of each source;
2. A statement whether the aggregate value of income from each source, or in the case of a loan,

³For purpose of disclosure only (not disqualification), an interest in real property does not include the principle residence of the filer.

⁴Investments and interests in real property which have a fair market value of less than \$2,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

⁵A designated employee's income includes his or her community property interest in the income of his or her spouse, but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

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the highest amount owed to each source, was One Thousand Dollars (\$1,000) or less, greater than One Thousand Dollars (\$1,000), greater than Ten Thousand Dollars (\$10,000), or greater than One Hundred Thousand Dollars (\$100,000).

3. A description of the consideration, if any, for which the income was received;

4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift, the amount or value of the gift and the date on which the gift was received;

5. In the case of a loan, the annual interest rate, the security, if any given for the loan, and the term of the loan.

(c). Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship is required to be reported,⁶ the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity.

2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than Ten Thousand Dollars (\$10,000) during a calendar year.

(d). Travel.

When a payment, including an advance or reimbursement for travel is required to be reported pursuant to this section, it may be reported on a separate travel reimbursement schedule which shall be included in the filer's Statement of Economic Interest. A filer who chooses not to use the travel schedule shall disclose payments for travel as a gift, unless it is clear from all surrounding circumstances that the services provided were equal to or greater in value than the payments for the travel, in which case the travel may be reported as income.

(e). Business Position Disclosures.

When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged and the designated employee's position with the business entity.

(f). Acquisition or Disposal During Reporting Period.

In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

SECTION 8. Prohibition on Receipt of Honoraria.

The Prohibition on Receipt of Honoraria contained in the Political Reform Act of 1974, Regulations of the Fair Political Practices Commission, 2 Cal. Code of Regs. §18730, Section 8, are hereby incorporated by reference into this Conflict of Interest Code.

⁶Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

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SECTION 9. Disqualification.

No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

(a). Any business entity in which the designated employee has a direct or indirect investment worth Two Thousand Dollars (\$2,000) or more;

(b). Any real property in which the designated employee has a direct or indirect interest worth Two Thousand Dollars (\$2,000) or more;

(c). Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating Five Hundred Dollars (\$500) or more in value provided to, received by or promised to the designated employee within twelve (12) months prior to the time when the decision is made;

(d). Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or

(e). Any donor of, or any agent for a donor of, a gift or gifts aggregating Four Hundred Forty Dollars (\$440) or more in value provided to; received by, or promised to the designated employee within twelve (12) months prior to the time when the decision is made.

SECTION 9.1. Legally Required Participation.

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

SECTION 9.2. Disqualification of State Officers and Employees.

In addition to the general disqualification provisions of Section 9, no state administrative official shall make, participate in making, or use his or her official position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within twelve (12) months prior to the time when the official action is to be taken:

(a). Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or

(b). Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value One Thousand Dollars (\$1,000) or more.

SECTION 10. Disclosure of Disqualifying Interest.

When a designated employee determines that he or she should not make a governmental decision because he or she has a disqualifying interest in it, the determination not to act must be accompanied by disclosure of the disqualifying interest. In the case of a voting body, this determination and disclosure

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shall be made part of the agency's official record; in the case of a designated employee who is the head of an agency, this determination and disclosure shall be made in writing to his or her appointing authority or the CAO if said head of agency is supervised by the CAO; and in the case of other designated employees, this determination and disclosure shall be made in writing to the designated employee's supervisor.

SECTION 11. Assistance of the Commission.

Any designated employee who is unsure of his or her duties under this Code may request assistance from the Fair Political Practices Commission pursuant to Government Code §83114, and 2 Cal. Code of Regs. §§18329 and 18329.5.

SECTION 12. Violations.

This Code has the force and effect of the law. Designated employees violating any provision of this Code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code §§81000 - 91014. In addition, a decision in relation to which a violation of the disqualification provisions of this Code or of Government Code §87100 or 87450 has occurred may be set aside as void pursuant to Government Code §91003.

The following positions are not designated by the County of Humboldt Conflict of Interest Code because they are subject to Article 2, Chapter 7, Title 9 (commencing with §87200) of the Government Code, and file Conflict of Interest Statements with the Registrar of Voters:

Members of the Board of Supervisors
District Attorney
County Administrative Officer
Planning Commissioners
County Counsel
Treasurer-Tax Collector

Dated: September 23, 2014



ESTELLE FENNELL, Vice Chair
Humboldt County Board of Supervisors

Adopted on motion by Supervisor Bass, seconded by Supervisor Sundberg, and the following vote:

AYES:	Supervisors	Sundberg, Lovelace, Bohn, Fennell, Bass
NAYS:	Supervisors	--
ABSENT:	Supervisors	--
ABSTAIN:	Supervisors	--

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STATE OF CALIFORNIA)
County of Humboldt)

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct copy of the original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my Office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.



By ANA HARTWELL

Deputy Clerk of the Board of Supervisors of the
County of Humboldt, State of California

APPENDIX "A"

DISCLOSURE CATEGORIES

The disclosure categories for property and outside business positions which are established appear below.

CATEGORY 1: All investments and business positions in, and sources of income (including gifts) from all business entities that do business or own real property in Humboldt County, plan to do business or own real property in Humboldt County within the past two (2) years.

CATEGORY 2: All interests in real property which are located in whole or part within, or not more than two (2) miles outside the boundaries of Humboldt County.

CATEGORY 3: All investments in and sources of income (including gifts) from business entities that are engaged in land development construction or the acquisition or sale of real property in Humboldt County, plan to engage in such activities in the County within the next year or have engaged in such activities in the County within the past two (2) years.

CATEGORY 4: All investments and business positions in and sources of income (including gifts) from business entities that are banking, savings and loan or other financial institutions.

CATEGORY 5. All investments and business positions in and sources of income (including gifts) from business entities that provide services, supplies, materials, machinery or equipment of a type purchased or leased by the County of Humboldt.

CATEGORY 6. All investments and business positions in and sources of income (including gifts) from business entities that provide services, supplies, materials, machinery or equipment of a type used or administered or proposed to be acquired by, leased by, used by or administered by the designated employee's department or reviewed, commented upon or recommended by the designated member's board commission, committee or council.

CATEGORY 7: All investments and business positions in, and sources of income (including gifts) from business entities subject to review regulation, permitting or licensing authority of the designated employee's department, or designated member's board, commission, committees or council or which will be subject to such authority within the next year or have been subject to such authority within the past two years.

APPENDIX "B"

COUNTY DEPARTMENTS:

Note: Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code subject to the following limitation.

The department head may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The department head's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

AGRICULTURE COMMISSIONER

Designated Positions:

Agriculture Commissioner/Sealer of Weights
& Measures
Executive Secretary
Weights and Measures Inspector I/II/Senior
Consultants

Disclosure Category:

1,2,3,4,5,6,7
2,5
1,2,3,4,5,6,7
1,2,3,4,5,6,7

ALTERNATE COUNSEL

Designated Positions:

Conflict Counsel
Deputy Public Defender I,II,III,IV
Supervising Attorney
Consultants

Disclosure Category:

1,2,4,5,6
4,5,6
1,2,4,5,6
1,2,3,4,5,6,7

ASSESSOR

Designated Positions:

Appraiser I/II/Senior
Assessor
Assistant Assessor
Auditor-Appraiser I/II/Senior
Chief Appraiser
Executive Secretary
Property Transfer Supervisor
Supervising Appraiser
Supervising Assessment Technician
Supervising Auditor-Appraiser
Consultants

Disclosure Category:

1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
2,5
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7

AUDITOR-CONTROLLER

Designated Positions:

Assistant Auditor-Controller
Auditor-Controller
Consultants

Disclosure Category:

3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7

BOARD OF SUPERVISORS

Designated Positions:

Administrative Assistant
Administrative Support Manager/Clerk of the Board
Deputy Clerk of the Board
Consultants

Disclosure Category:

3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

CHILD SUPPORT SERVICES

Designated Positions:

Assistant Director of Child Support Services
Child Support Attorney I/II/III/IV
Child Support Special Programs Coordinator
Director of Child Support Services
Information Systems Supervisor
Staff Services Manager
Supervising Child Support Attorney
Consultants

Disclosure Category:

3,4,5,6,7
4,5,6
3,4,5,6
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

CONFLICT COUNSEL

Designated Positions:

Conflict Counsel
Deputy Public Defender I/II/III/IV
Consultants

Disclosure Category:

1,2,4,5,6
4,5,6
1,2,3,4,5,6,7

COOPERATIVE EXTENSION

Designated Positions:

Consultants

Disclosure Category:

1,2,3,4,5,6,7

CORONER-PUBLIC ADMINISTRATOR

Designated Positions:

Coroner-Public Administrator
Consultants

Disclosure Category:

1,2,4,5,6,7
1,2,3,4,5,6,7

COUNTY ADMINISTRATIVE OFFICE & DIVISIONS

Designated Positions:

Administrative Services Manager
Assistant County Administrative Officer
Buyer I/II
Deputy County Administrative Officer
Economic Development Coordinator
IT Division Director
IT Applications Analyst Supervisor
Senior Administrative Analyst
Senior Buyer
Senior IT Technician
Consultants

Disclosure Category:

1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

COUNTY CLERK/RECORDER/REGISTRAR OF VOTERS

Designated Positions:

Assistant County Clerk
County Clerk/Recorder/Registrar of Voters
Elections Manager
Consultants

Disclosure Category:

3,4,5,6,7
1,2,3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

COUNTY COUNSEL

Designated Positions:

Assistant County Counsel
Deputy County Counsel I/II/III/IV
Legal Office Services Manager
Senior Deputy County Counsel
Consultants

Disclosure Category:

1,2,3,4,5,6,7
1,2,3,4,5,6,7
6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7

DEPARTMENT OF HEALTH AND HUMAN SERVICES - ADMINISTRATION

Designated Positions:

Assistant Director
Deputy Director-Employee Services
Deputy Director-Financial Services
Deputy Director-Information Services
Policy & Legislative Manager
Public Education & Information Manager
Senior Staff Services Analyst (Legislative Analyst)
Director

Disclosure Category:

1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
4,5,6,7
3,4,5,6,7
4,5,6,7
1,2,3,4,5,6,7

DEPARTMENT OF HEALTH AND HUMAN SERVICES --
MENTAL HEALTH, ALCOHOL AND DRUG

Designated Positions:

Disclosure Category:

Administrative Analyst- Managed Care	4,5,6
Assistant Director - Psychiatric Nursing	4,5,6
Budget Specialist	4,5,6
Deputy Branch Director	2,4,5,6,7
Director of Dietary Services	4,5,6
Director - Psychiatric Nursing	4,5,6
Fiscal Officer	4,5,6
Medical Director	2,4,5,6,7
Medical Records Manager	4,5,6,7
Mental Health Branch Director	1,2,4,5,6,7
Mental Health Program Manager	4,5,6
Quality Management Coordinator	4,5,6
Senior Fiscal Assistant - Purchasing	4,5,6
Senior Mental Health Maintenance Custodian	4,5,6
Senior Mental Health Program Manager	4,5,6
Consultant	1,2,3,4,5,6,7

DEPARTMENT OF HEALTH AND HUMAN SERVICES --
PUBLIC HEALTH

Designated Positions:

Disclosure Category:

Budget Specialist	4,5,6
Deputy Branch Director	2,4,5,6,7
Deputy Health Officer	4,5,6
Director of Environmental Health	1,2,3,4,5,6,7
Director of Public Health Nursing	4,5,6,7
Environmental Health Specialist I/II	2,3,4,7
Fiscal Services Supervisor	2,5
Geologist	2,3,4,7
Hazardous Materials Specialist	2,3,4,7
Health Officer	1,2,4,5,6,7
Health Program Coordinator	4,5,6
Program Coordinator	4,5,6
Program Manager	4,5,6,7
Program Service Coordinator	1,2,3,4,5,6,7
Public Health Branch Director	1,2,4,5,6,7
Public Health Laboratory Manager	4,5,6
Senior Environmental Health Specialist	2,3,4,7
Senior Hazardous Materials Specialist	2,3,4,7
Sr. Program Manager	4,5,6,7
Supervising Environmental Health Specialist	2,3,4,7
Consultants	1,2,3,4,5,6,7

DEPARTMENT OF HEALTH AND HUMAN SERVICES--
SOCIAL SERVICES

Designated Positions:

Administrative Services Officer
Assistant Public Guardian
Deputy Branch Director
Deputy Public Guardian
Employment Training Manager
Fiscal Services Supervisor
Office Services Supervisor
Program Manager II
Public Guardian
Senior Staff Services Analyst
Social Services Branch Director
Supervising Welfare Investigator
Veterans Service Officer
Consultants

Disclosure Category:

4,5,6,7
3,4,5,6,7
2,4,5,6,7
3,4,5,6,7
4,5,6,7
4,5,6,7
4,5,6,7
4,5,6,7
1,2,3,4,5,6,7
4,5,6,7
1,2,4,5,6,7
4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

DISTRICT ATTORNEY

Designated Positions:

Assistant District Attorney
Chief Investigator
Deputy District Attorney I/II/III/IV
Legal Office Business Manager
Legal Office Services Manager
Program Coordinator
Consultants

Disclosure Category:

1,2,3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

HUMAN RESOURCES

Designated Positions:

Assistant Director of Human Resources
Director of Human Resources
Human Resources Analyst I/II
Human Resources Analyst - Risk I/II
Senior Human Resources Analyst - Risk
Consultants

Disclosure Category:

3,4,5,6,7
1,2,3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

LIBRARY

Designated Positions:

Director of Library Services
Consultants

Disclosure Category:

1,2,4,5,6,7
1,2,3,4,5,6,7

PLANNING AND BUILDING DEPARTMENT

Designated Positions:

Business Manager
Chief Building Official
Development Assistance Manager
Director of Planning and Building
Deputy Director
Economic Development Coordinator
Housing and Community Specialist
Planner I/II
Senior Planner
Supervising Planner
Consultants

Disclosure Category:

1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,7
1,2,3,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7

PROBATION

Designated Positions:

Assistant Chief Probation Officer
Chief Probation Officer
Division Director
Facilities Manager
Legal Office Business Manager
Consultants

Disclosure Category:

3,4,5,6,7
1,2,3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7

PUBLIC DEFENDER

Designated Positions:

Deputy Public Defender I/II/III/IV
Public Defender
Consultants

Disclosure Category:

4,5,6
1,2,4,5,6
1,2,3,4,5,6,7

PUBLIC WORKS

Designated Positions:

Airports Manager
Associate Civil Engineer
Associate Engineer
Associate Engineer/ Land Use
Business Manager
Construction Projects Manager
County Surveyor
Deputy Director/ Engineering
Deputy Director/Environmental Services
Deputy Director/Land Use
Deputy Director/ Roads

Disclosure Category:

1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7

PUBLIC WORKS (CONT'D)

Deputy Public Works Director-Facilities Management	1,2,3,4,5,6,7
Deputy Director/ General Services	1,2,3,4,5,6,7
Director	1,2,3,4,5,6,7
Environmental Services Manager	1,2,3,4,5,6,7
Facility Maintenance Manager	1,2,3,4,5,6,7
Facility Maintenance Supervisor	1,2,3,4,5,6,7
Planner I/II	1,2,3,4,5,6,7
Real Property Agent I/II	1,2,3,4,5,6,7
Road Superintendent	1,2,3,4,5,6,7
Senior Planner	1,2,3,4,5,6,7
Senior Real Property Agent	1,2,3,4,5,6,7
Consultants	1,2,3,4,5,6,7

SHERIFF

Designated Positions:

Administrative Analyst
Administrative Services Officer
Animal Control Officer
Correctional Captain
Correctional Lieutenant
Correctional Supervisor
Emergency Communications Supervisor
Fiscal Services Supervisor
Kitchen Laundry Supervisor
Legal Office Services Supervisor
OES Program Coordinator
Program Coordinator
Sheriff
Sheriff's Lieutenant
Training Coordinator
Undersheriff
Consultants

Disclosure Category:

2,5
3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
2,5
3,4,5,6,7
2,5
3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7
3,4,5,6,7
3,4,5,6,7
1,2,3,4,5,6,7
1,2,3,4,5,6,7

TREASURER-TAX COLLECTOR

Designated Positions:

Consultants

Disclosure Category:

1,2,3,4,5,6,7

The treasurer and all County officials who manage the investment of public funds are included in and governed by this Conflict of Interest Code only with respect to its disqualification provisions. For purposes of disclosure, the Treasurer and all County officials who manage the investment of public funds are governed by the statutory conflict of interest provisions of Article 2 of Chapter 7 of the Political Reform act of 1974. (Government Code Section 87200 et. Seq.)

COUNTY BOARDS, COMMITTEES, COUNCILS, COMMISSIONS, PANELS, TASK FORCES, ADVISORY GROUPS, COORDINATING COUNCILS, CORPORATIONS, AND COALITIONS:

<u>ENTITY</u>	<u>RESPONSIBLE PARTY/DEPARTMENT</u>	<u>REPORTING CATEGORY</u>
Airport Advisory Committee	Clerk of the Board	3,4,5,6,7
Area 1 Developmental Disability Program Board	Clerk of the Board	6,7
Assessment Appeals Board	Clerk of the Board	1,2,3,4,5,6,7
Behaviorial Health Board	D.H.H.S./Mental Health	6,7
Benbow Valley Design Review	Clerk of the Board	2,3,6,7
Big Lagoon Subdivision Design Review	Planning and Building Department	2,3,6,7
Children & Families First Commission Executive Director Executive Secretary	Clerk of the Board	1,2,3,4,5,6,7 1,2,3,4,5,6,7 2,5
Citizens' Law Enforcement Liaison Committee	Clerk of the Board	6,7
Community Based Punishment Options Planning Committee	Clerk of the Board	6,7
County of Humboldt Extraction Review Team (CHERT)	Planning and Building Department	1,2,3,4,5,6,7
Emergency Medical Care Committee	D.H.H.S./Public Health	6,7

<u>ENTITY</u>	<u>RESPONSIBLE PARTY/DEPARTMENT</u>	<u>REPORTING CATEGORY</u>
Fire Safe Council	Public Works	3,4,5,6,7
Fish & Game Advisory Commission	Clerk of the Board	6,7
Forestry Review Committee	Planning and Building Department	3,4,5,6,7
Greater Eureka Municipal Advisory Committee	Clerk of the Board	1,2,3,6,7
Humboldt - Del Norte Hazardous Materials Response Authority	Committee Secretary, [D.H.H.S./ Environmental Health]	6,7
Headwaters Fund Board & Staff	County Administrative Office	1,2,3,4,5,6,7
Housing Authority Commission	Clerk of the Board	2,3,6,7
Human Rights Commission	Clerk of the Board	6,7
Humboldt County Grand Jury	Elections	1,2,3,4,5,6,7
Indian Gaming Local Community Benefit Committee	Clerk of the Board	1,2,3,4,5,6,7
In Home Supportive Services Committee	Clerk of the Board	6,7
Integrated Waste Management Independent Hearing Panel	D.H.H.S./Public Health	1,2,3,6,7
Juvenile Justice Coordinating Council	Probation	6,7
Juvenile Justice & Delinquency Prevention Commission	Clerk of the Board	6,7
LAFCo	Plan West	1,2,3,6,7

McKinleyville Municipal Advisory Committee	Clerk of the Board	1,2,3,6,7
Orick Design Control Committee	Planning and Building Department	2,3,6,7
Planning Commission	Planning and Building Department	1,2,3,4,5,6,7
Public Authority for In-Home Supportive Services Program Manager I/II	Clerk of the Board	1,2,3,4,5,6,7 4,5,6,7
Public Property Leasing Corporation	Treasurer/Tax Collector	1,2,3,4,6,7
Status of Women Commission	Clerk of the Board	6,7
Tobacco Education Network	Committee Secretary [D.H.H.S./Health Department]	6,7
Treasury Oversight Committee	Treasurer/Tax Collector	4,6
UpState RailConnect Committee	Clerk of the Board	1,2,3,4,5,6,7
Williamson Act Advisory Committee	Planning and Building Department	1,2,3,4,5,6,7
Workforce Investment Board	County Administrative Office	1,2,3,4,5,6,7
Workforce Investment Board - Youth Council	County Administrative Office	1,2,3,4,5,6,7