

COUNTY OF EL DORADO
CONFLICT OF INTEREST CODE
APPENDIX OF DESIGNATED EMPLOYEES AND DISCLOSURE CATEGORIES
[Adopted as an appendix to the County Conflict of Interest Code on December 13, 2022]

PART A: DESIGNATED EMPLOYEES

Listed below are the “designated employees” for El Dorado County who are required to file the Statement of Economic Interest (“Form 700”), and the disclosure category which the designated employees must use when completing their Form 700.

DEPARTMENT/POSITION	DISCLOSURE CATEGORY
Administration	
Asst. Chief Administrative Officer	I
Accountant/Auditor	II
Administrative Analyst I/II	II
Administrative Analyst Supervisor	II
Administrative Technician	II
Agency Chief Fiscal Officer	I
Buyer I/II	I
Capital Programs Manager	II
Communications and Outreach Manager	I
Deputy Chief Administrative Officer	I
EMS Agency Medical Director	III
EMS and EPR Supervisor	III
EMS Specialist	III
Executive Assistant	II
Facilities Manager	I
Facilities Project Manager I/II	I
Fiscal Manager	II
Management Analyst	II
Manager of EMS/EPR	II
Parks Manager	I
Program Manager	II
Principal Management Analyst	I
Procurement and Contracts Manager	I
Senior Buyer	II
Sr. Administrative Analyst	II
<i>[CAO is required to file by GC §87200]</i>	
Agriculture/Weights and Measures	
Ag. Biologist/Standards Inspector I/II/III	II
Ag. Commissioner/Sealer-Weights & Measures	I
Deputy Ag. Commissioner/Sealer	I

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Air Quality Management**

Air Quality Engineer	II
Air Quality Specialist	II
Air Quality Management Director	I
Sr. Air Quality Engineer	II
Sr. Air Quality Specialist	II

Assessor

Appraiser I/II	I
Assessor	I
Asst. Assessor	I
Auditor/Appraiser	I
Deputy IT Analyst	I
Deputy Assessor – Systems & Support	I
Information Tech Department Coordinator	I
Senior Auditor/Appraiser	I
Senior Appraiser	I
Supervising Appraiser	I
Supervising Auditor/Appraiser	I

Auditor/Controller

Auditor/Controller	I
Chief Asst. Auditor/Controller	I

Board of Supervisors

Clerk of the Board of Supervisors	I
Supervisors Assistants	I

[Board Members are required to file by GC §87200]

Child Support Services

Assistant Director of Child Support Services	I
Director of Child Support Services	II
Program Manager	I

County Counsel

Assistant County Counsel	I
Associate County Counsel	I
Deputy County Counsel	I
Sr. Deputy County Counsel	I

[County Counsel is required to file by GC§87200]

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Community Development Services***Administration/Finance Division*

Administrative Analyst I/II	II
Agency Chief Fiscal Officer	I
Fiscal Manager	II
Fiscal Services Supervisor	II
Sr. Accountant	II
Sr. Administrative Analyst	II
Supervising Accountant/Auditor	II

Planning and Building Department

Administrative Analyst I/II	II
Airport Operations Supervisor	I
Airport Technician I/II	II
Assistant Director of Planning and Building	I
Assistant Planner	I
Associate Planner	I
Building Inspector I/II/III	I
Building Inspections Supervisor	I
Clerk of the Planning Commission	II
Code Enforcement Officer I/II	I
Code Enforcement Supervisor	I
Deputy Director of Building/Building Official	I
Deputy Director of Planning	I
Deputy Director of Tahoe Planning & Stormwater	I
Economic and Business Relations Manager	I
Executive Assistant to Director	II
Office Services Supervisor	II
Planning and Building Director	I
Planning Manager	I
Stormwater Program Coordinator	II
Sr. Administrative Analyst	II
Sr. Civil Engineer	I
Sr. Planner	I
Supervising Civil Engineer	I
Supervising Development Technician	II

DEPARTMENT/POSITION**DISCLOSURE CATEGORY*****Environmental Management Department***

Administrative Analyst I/II	II
Disposal Site Supervisor	II
Environmental Health Specialist I/II	II
Environmental Management Director	I
Environmental Management Programs Manager	II
Geologist	II
Hazardous Materials/Recycling Specialist	II
Supervising Environmental Health Specialist	II
Supervising Waste Specialist	II
Sustainability Coordinator	II

Transportation Department

Administrative Analyst I/II	II
Associate Right of Way Agent	I
Deputy Director of Engineering	I
Deputy Director of Maintenance & Operations	I
Equipment Superintendent	II
Highway Superintendent	II
Principal Engineering Tech	II
Right of Way Supervisor	I
Traffic Engineer	II
Traffic Superintendent	II
Transportation Director	I
Transportation Planner	II

District Attorney

Asst. District Attorney	I
Chief Asst. District Attorney	I
Chief Investigator	II
Deputy District Attorney I- IV	I
<i>[District Attorney is required to file by GC §87200]</i>	

Elections

Registrar of Voters	I
Assistant Registrar of Voters	I

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Health & Human Services Agency**

Administrative Analyst I/II	II
Administrative Analyst Supervisor	II
Agency Chief Fiscal Officer	I
Alcohol and Drug Program Division Manager	III
Assistant Director of Human Services	I
Chief Assistant Director	I
Deputy Director, Health & Human Services Agency	I
Deputy Public Guardian I/II	II
Deputy Public Guardian Supervisor	I
Director of Behavioral Health I	
Director of Health & Human Services Agency	I
Director of Public Health	I
Employment and Training Worker Supervisor	II
Fiscal Manager	II
Fiscal Services Supervisor	II
Manager of Animal Services	II
Manager of Mental Health Programs	III
Mental Health Medical Director	III
Program Manager	II
Program Manager Protective Services	II
Public Health Officer	II
Psychiatrist I/II/Extra Help	II
Senior Citizen's Attorney I/II/III	II
Social Worker I/II/III/IV	II
Social Worker Supervisor	II
Supervising Accountant/Auditor	II
Animal Services Officer Supervisor	II
Sr. Administrative Analyst	II

Human Resources

Assistant Director of Human Resources	I
Director of Human Resources	I
Human Resources Technician	II
Human Resources Analyst I/II	II
Principal Human Resources Analyst	II
Risk Analyst I/II	II
Risk Manager	II
Risk Technician	II
Senior Human Resources Analyst	II
Senior Risk Analyst	II

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Information Technology Department**

Assistant Director of Information Technology (IT)	I
Business Systems Analyst	II
Director of Information Technology (IT)	I
Information Security Officer	I
Project Manager	I
Supervising IT Analyst (IT)	II

Library Department

Director of Library Services	I
IT Department Specialist	II
Librarian Supervisor	II
Museum Administrator	II

Probation Department

Administrative Analyst I/II	I
Chief Fiscal Officer	I
Chief Probation Officer	I
Deputy Chief Probation Officer	I
Information Technology Department Coordinator	I
Superintendent	I

Public Defender

Asst. Public Defender	I
Public Defender	I

Alternate Public Defender

Asst. Alternate Public Defender	I
Alternate Public Defender	I

Recorder/Clerk

Asst. County Recorder	I
Recorder/Clerk	I

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Sheriff-Coroner-Public Administrator**

Administrative Analyst I/II	II
Agency Chief Fiscal Officer	I
Assistant Public Administrator	I
Correctional Lieutenant	I
Sr. Administrative Analyst	II
Sheriff's Captain	I
Sheriff-Coroner-Public Administrator	I
Sheriff's Communication Manager	II
Sheriff's Lieutenant	I
Sheriff's Public Safety Dispatch Manager	II
Sheriff's Records/Property Manager	II
Sheriff's Technology Manager	II
Undersheriff	I

Surveyor

Deputy Surveyor	II
GIS Manager	II
Surveyor	I

Treasurer-Tax Collector

Accounting Division Manager	I
Assistant Treasurer-Tax Collector	I
Sr. Administrative Analyst	II
Treasury Investment Analyst	I
<i>[Treasurer/Tax Collector is required to file by GC §87200]</i>	

Boards and Commissions

Members of the Assessment Appeals Board	I
Members of the Agriculture Commission	I
Members of the Civil Service Commission	II
Counsel to the Civil Service Commission	II
Members of the Child Abuse Prevention Council	II
<i>[Planning Commission members are required to file by GC §87200]</i>	

ALL DEPARTMENTS

DISCLOSURE CATEGORY

Consultants*

V

*Consultants are those persons defined by Title 2, California Code of Regulations, Section 18700.3(a), who contract with the County through any County Department. Disclosure Category V describes the process to be used to identify those contractors who meet the definition of consultant and thus must file a statement of economic interests.

New Positions**

I

**Persons in newly created positions that will make or participate in making governmental decisions on behalf of the County that are not yet listed in this Code shall file under Category I, the broadest disclosure category unless the department director or designee determines in writing that the new position performs a range of duties that are limited in scope and, thus, is not required to comply with the disclosure requirements of Category I. The department director or designee may tailor the disclosure requirements to the duties performed. The department director or designee must provide a written description of the new position's duties and based upon that description, a statement of the extent of disclosure requirements. FPPC Form 804 may be used to identify the new positions and the disclosure category.

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The disclosure categories listed below identify the types of economic interests that the designated positions must disclose for each disclosure category.

PART B: DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS

CATEGORY I

Persons who are designated in this category must disclose all sources of income, interests in real property located in El Dorado County, investments in business entities and positions held in business entities located in or doing business in El Dorado County.

CATEGORY II

Persons who are designated in this category must disclose all sources of income, investments in business entities and positions held in business entities located in or doing business in El Dorado County.

CATEGORY III

Persons who are designated in this category must disclose investments in business entities, positions held in business entities and sources of income from providers of health care products and services or equipment. Such sources include dental, mental, and ambulance services and medical products, including prescriptions and well-being programs.

Persons who are designated in this category must also disclose investments in business entities, positions held in business entities and sources of income from those persons or entities which may be the recipient of patient referrals for the delivery of health care services or supplies by the county or any county-related entity.

Persons who are designated in this category must also disclose investments in business entities, positions held in business entities and sources of income from providers which are of the type that provide consultant services to any business entity or nonprofit corporation made reportable by this disclosure category.

CATEGORY IV

Persons who are designated in this category must disclose investments and business positions in business entities, and sources of income from persons or entities that provide supplies, services, products, materials, equipment, or machinery of a type utilized by the designated position's department, division, or unit.

**CATEGORY V
(CONSULTANTS)**

Persons who meet the criteria to be considered “consultants” as defined in Title 2, California Code of Regulations (“CCR”), §18700.3(a), shall file a statement of economic interests. At the time the contract with the consultant is made, the County contract administrator shall make an initial determination whether or not the consultant meets the criteria of 2 CCR §18700.3(a) (quoted below). If it is determined that the consultant meets the criteria, the County contract administrator shall notify its department director who shall then make a final determination on the disclosure category. The department director or designee 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 broadest disclosure category. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. FPPC Form 805 may be used to identify consultants and the disclosure category.

The current version of Title 2, California Code of Regulations, §18700.3(a), reads as follows:

(a) For purposes of Sections 82019 and 82048, “consultant” means an individual who, pursuant to a contract with a state or local government agency:

(1) Makes a governmental decision whether to:

(A) Approve a rate, rule, or regulation;

(B) Adopt or enforce a law;

(C) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;

(D) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract that requires agency approval;

(E) Grant agency approval to a contract that requires agency approval and to which the agency is a party, or to the specifications for such a contract;

(F) Grant agency approval to a plan, design, report, study, or similar item;

(G) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or

(2) Serves in a staff capacity with the agency and in that capacity participates in making a governmental decision as defined in Regulation 18704(a) and (b) or performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code under Section 87302.