

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____, 2018]

PART A: DESIGNATED EMPLOYEES

Listed below are the “designated employees” for El Dorado County, and the disclosure category which the designated employee must use when completing his or her statement of economic interest. The instructions on the disclosure form provide guidance on what specific interests must be disclosed within each category.

DEPARTMENT/POSITION	DISCLOSURE CATEGORY
Administration	
Asst. Chief Administrative Officer	I
Administrative Assistant I/II	II
Administrative Technician (Asst. to CAO)	II
Building/Grounds Superintendent	II
Buyer I/II	I
Communications and Outreach Manager	I
Deputy Chief Administrative Officer	I
Chief Fiscal Officer	II
Economic & Business Relations Manager	I
Facilities Manager	I
Facilities Project Manager I/II	I
Management Analyst	II
Parks Manager	I
Principal Administrative Analyst	I
Procurement and Contracts Manager	I
Senior Buyer	I
Senior Department Analyst (Purchasing)	I
<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
Assessor	
Appraiser I/II	I
Assessor	I
Asst. Assessor	I
Auditor/Appraiser	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

Asst. Director of Child Support Services/Chief Attorney I
Director of Child Support Services II
Program Manager I
Staff Services Manager II

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]

Community Development Services

Administration/Finance Division

Administrative Services Officer II
Airport Operations Supervisor II
Chief Fiscal Officer II
Department Analyst I/II II
Fiscal Services Supervisor II
Sr. Accountant II
Sr. Department Analyst II
Supervising Accountant/Auditor II

Planning and Building Dept.

Assistant Planner I
Associate Planner I
Building Inspector I/II/III I
Clerk of the Planning Commission II
Code Enforcement Officer I/II I
Department Analyst I/II II
Deputy Building Official I
Deputy Director Developmental Services
– Building Official I
Deputy Director of Planning I
Office Services Supervisor II

Operations Supervisor	I
Principal Planner	I
Planning and Building Director	I
Sr. Civil Engineer	I
Sr. Planner	I
Supervising Civil Engineer	I
Supervising Code Enforcement Officer	I
Supervising Development Technician	II
<i>Environmental Management Dept.</i>	
Department 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
Sr. Environmental Health Specialist	II
Supervising Environmental Health Specialist I/II	II
Supervising Waste Specialist	II
<i>Transportation Dept.</i>	
Associate Right of Way Agent	I
Department Analyst I/II	II
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
Health & Human Services Agency	
Administrative Services Officer	II
Alcohol and Drug Program Division Manager	III
Animal Control Operations Manager	II

Assistant Director of Administration and Finance	I
Assistant Director of Health Services	I
Assistant Director of Human Services	I
Chief Animal Control Officer	II
Chief Asst. Director Health & Human Services Agency	I
Chief Fiscal Officer	II
Community Public Health Nursing Division Manager	III
Department Analyst I/II	II
Deputy Director of Health & Human Services Agency	I
Deputy Public Guardian I/II	II
Director of Health & Human Services Agency	I
Employment and Training Worker Supervisor	II
EMS Agency Administrator	III
EMS Agency Medical Director	III
Fiscal Services Supervisor	II
Health Program Manager	III
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 Services Supervisor I/II	II
Staff Services Analyst I/II	II
Social Services Program Manager	II
Social Worker I/II/III/IV	II
Supervising Accountant/Auditor	II
Supervising Animal Control Officer	II
Supervising Deputy Public Guardian	II
Sr. Department Analyst	II

Human Resources

Director of Human Resources	I
Human Resources Manager	I
Human Resources Technician	II
Human Resources Analyst I/II	II
Principal Human Resources Analyst	II
Principal Risk Management Technician	II
Risk Manager	II
Senior Human Resources Analyst	II
Senior Risk Management Analyst	II
Training & Organizational Development Specialist	II

Information Technology

Assistant Director of Information Technology (IT)	I
Departmental Systems Analyst I/II (IT)	II
Deputy Director of Information Technology	I

Director of Information Technology (IT)	I
Sr. Department System Analyst (IT)	II
Supervising IT Analyst (IT)	II

Library

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

Probation Department

Administrative Services Officer	I
Chief Fiscal Officer	I
Chief Probation Officer	I
Department Analyst	II
Deputy Chief Probation Officer	II
Sr. Department Analyst	II
Sr. Information Technology Department Coordinator	II

Public Defender

Asst. Public Defender	I
Public Defender	I
Supervising Public Defender	I

Recorder/Clerk

Asst. County Recorder	I
Recorder/Clerk	I

Sheriff-Coroner-Public Administrator

Assistant Public Administrator	I
Chief Fiscal Officer	II
Correctional Lieutenant	I
Senior Department Analyst	II
Sheriff	I
Sheriff's Captain	I
Sheriff-Coroner-Public Administrator	I
Sheriff's Communication Manager	II
Sheriff's Lieutenant	I
Sheriff's Support Services Manager	II
Undersheriff	I

Surveyor

Deputy Surveyor	II
GIS Manager	II
Surveyor	I

Treasurer-Tax Collector

Accountant-Auditor	I
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Accounting Division Manager	I
Administrative Technician	II
Assistant Treasurer-Tax Collector	I
Sr. Department Analyst	II
Treasury Quantitative Specialist	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
Members of the Child Abuse Prevention Council	II
<i>[Planning Commission members are required to file by GC §87200]</i>	

All Departments

Consultants*	V
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*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.

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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 services or equipment, including but not limited to pharmacies, physicians, suppliers of equipment, etc.

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, 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 any sources of income who are employees of the county.

**CATEGORY V
(CONSULTANTS)**

Those 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 the County Contract Administrator determines that the consultant meets the criteria, he or she shall notify the Chief Administrative Officer who shall then make a final determination. If the CAO determines that the consultant meets the criteria, the CAO shall make a written determination including a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record.

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.*