

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 October __, 2014]

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 Technician (Asst. to CAO)	II
Building/Grounds Superintendent	II
Buyer I/II	I
Chief Budget Officer	I
Chief Fiscal Officer	II
Department Analyst	II
Economic & Business Relations Manager	I
Facilities Manager	I
Facilities Project Manager I/II	I
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	II
Ag. Commissioner/Sealer-Weights & Measures	I
Deputy Ag. Commissioner/Sealer	I
Senior Ag. Biologist/Standards Inspector	II
Assessor	
Appraiser I/II	I
Assessor	I
Asst. Assessor	I
Auditor/Appraiser	I
Branch Supervising Appraiser	I
Information Tech Department Coordinator	I

DEPARTMENT/POSITION**DISCLOSURE CATEGORY**

Information Tech. Department Coordinator	I
Senior Auditor/Appraiser	I
Senior 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

Deputy Director of Child Support Services	II
Director of Child Support Services	II
Program Manager	I
Revenue Recovery Officer I/II	II
Senior Revenue Recovery Officer	II
Staff Services Manager	II
Supervising Revenue Recovery Officer	II

County Counsel

Associate County Counsel	I
Chief Asst. County Counsel	I
Deputy County Counsel	I
Principal Assistant County Counsel	I
Sr. Deputy County Counsel	I

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

Community Development Agency

Administrative Services Officer	II
Airport Operations Supervisor	II
Assistant Director of Administration and Finance	I
Assistant Director of Community Development	I
Assistant in Right of Way	I
Associate Planner	I
Associate Right of Way Agent	I
Building Inspector I/II	I
Chief Fiscal Officer	II
Clerk of the Planning Commission	II
Code Enforcement Officer I/II	I
Department Analyst I/II	II
Deputy Building Official	I

DEPARTMENT/POSITION**DISCLOSURE CATEGORY**

Deputy Director Developmental Services	
– Building Official	I
Deputy Director of Engineering	I
Deputy Director of Environmental Management	I
Deputy Director of Maintenance & Operations	I
Development Services Division Director	I
Disposal Site Supervisor	II
Environmental Branch Manager	II
Environmental Health Manager	II
Environmental Health Specialist I/II	II
Environmental Management Division Director	I
Equipment Superintendent	II
Fiscal Services Supervisor	II
Fleet Services Manager	II
Geologist	II
Hazardous Materials/Recycling Specialist	II
Highway Superintendent	II
Office Services Supervisor	II
Operations Supervisor	I
Principal Engineering Tech	II
Principal Planner	I
Right of Way Program Manager	I
Right of Way Supervisor	I
Sr. Accountant	II
Sr. Building Inspector	I
Sr. Civil Engineer	I
Sr. Department Analyst	II
Sr. Environmental Health Specialist	II
Sr. Planner	I
Supervising Accountant/Auditor	II
Supervising Civil Engineer	I
Supervising Code Enforcement Officer	I
Supervising Development Technician	II
Supervising Environmental Health Specialist I/II	II
Supervising Hazardous Materials Specialist	II
Traffic Engineer	II
Traffic Superintendent	II
Transportation Division Director	I
Transportation Planner	II
District Attorney	
Accountant/Auditor	II
Asst. District Attorney	I
Chief Asst. District Attorney	I
Chief Investigator	II

DEPARTMENT/POSITION**DISCLOSURE CATEGORY**

Deputy District Attorney I- IV	I
Fiscal Administration Manager	II
Information Technology Department Coordinator	II
<i>[District Attorney is required to file by GC §87200]</i>	

Elections- Registrar of Voters (See Recorder/Clerk/Elections)**Health & Human Services Agency**

Administrative Services Officer	II
Alcohol and Drug Programs Manager	III
Assistant Director of Administration & Finance	I
Assistant Director of Health Services	I
Assistant Director of Human Services	I
Assistant Director of Health Services	I
Chief Animal Control Officer	II
Chief Asst. Director Health & Human Services Agency	I
Chief Fiscal Officer	II
Community Public Health Nursing Manager	III
Department Analyst	II
Department Analyst I/II	
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
Health Services Department	
Manager of Mental Health Programs	III
Mental Health Medical Director	III
Principal Animal Control Officer	II
Program Manager I/II	II
Program Manager Protective Services	II
Public Health Laboratory Director	III
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/III	II
Staff Services Manager I/II	II
Social Worker I/II/III/IVA/IVB	II
Supervising Accountant/Auditor	II
Supervising Animal Control Officer	II
Supervising Deputy Public Guardian	II
Supervising Staff Services Analyst	II

DEPARTMENT/POSITION**DISCLOSURE CATEGORY**

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

Director of Information Technology (IT) I

IT Manager II

Sr. Department System Analyst (IT) II

Supervising IT Analyst (IT) II

Library

Director of Library Services I

IT Department Specialist II

Museum Administrator II

Supervising Librarian II

Probation Department

Assistant Chief Probation 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

Administrative Services Officer II

Asst. Public Defender I

Chief Asst. Public Defender I

Public Defender I

Recorder/Clerk/Elections

Asst. County Recorder I

Asst. Registrar of Voters	I
Recorder/Clerk/Registrar of Voters	I
Sheriff-Coroner-Public Administrator	
Assistant Public Administrator	I
Chief Fiscal Officer	II
Correctional Lieutenant	I
Senior Department Analyst	II
Sheriff's Captain	I
Sheriff-Coroner-Public Administrator	I
Sheriff's Communication Manager	II
Sheriff's Lieutenant	I
Sheriff's Records Supervisor	II
Sheriff's Support Services Manager	II
Undersheriff	I
Surveyor	
Deputy Surveyor	II
GIS Manager	II
Surveyor	I
Treasurer-Tax Collector	
Accountant-Auditor	I
Accounting Division Manager	I
Assistant Treasurer-Tax Collector	I
Executive Secretary	II
Sr. Information Technology Department Coordinator	II
Supervising Accountant Auditor	I
Treasury Quantitative Specialist	I
<i>[Treasurer/Tax Collector is required to file by GC §87200]</i>	
Veterans	
Veteran Services Officer	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

*Consultants are those persons defined by Title 2, California Code of Regulations, Section 18701(a)(2), 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.

APPENDIX OF DESIGNATED EMPLOYEES AND DISCLOSURE CATEGORIES

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, §18701(a)(2), 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 §18702(a)(2) (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, §18701(a)(2), reads as follows:

"Consultant" means an individual who, pursuant to a contract with a state or local government agency:

(A) Makes a governmental decision whether to:

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

(ii) Adopt or enforce a law;

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

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

(v) 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;

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

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

(B) Serves in a staff capacity with the agency and in that capacity participates in making a governmental decision as defined in Regulation 18702.2 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 Government Code Section 87302.