



RESOLUTION NO. 026-2011
OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

WHEREAS, a section of the Political Reform Act, Government Code §87300, requires that each local agency must adopt a conflict of interest code covering the local agency's officers, employees, commissioners, etc., which shall have the force and effect of law, and

WHEREAS, Government Code §87306 requires that the local agency's conflict of interest code must be amended periodically to account for changed circumstances, including the creation of new positions within the agency or the change of duties assigned to existing positions, and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, Title 2, California Code of Regulations, §18730, provides that the incorporation by reference of the terms of that regulation, along with an agency-specific designation of employees and formulation of disclosure categories in an appendix, shall constitute the adoption of a local conflict of interest code as required by Government Code §87300 or the amendment of a conflict of interest code as required by Government Code §87306, and

WHEREAS, the County of El Dorado has previously adopted a local conflict of interest code, and has previously updated it, and

WHEREAS, the County of El Dorado has recently reviewed its current positions, the duties assigned to each position, the current conflict of interest code including its Appendix of Designated Employees and Disclosure Categories, and determined that changes to the current conflict of interest code are necessary and desirable, and

WHEREAS, the Conflict of Interest Code adopted by this resolution more accurately reflects the duties of each current position and the appropriate disclosure categories for each position,

NOW THEREFORE, BE IT RESOLVED, that Resolution No. 054-2009 be rescinded and superseded by this resolution.

NOW THEREFORE BE IT FURTHER RESOLVED that the County of El Dorado hereby adopts the following Conflict of Interest Code, including its Appendix of Designated Employees and Disclosure Categories.

EL DORADO COUNTY CONFLICT OF INTEREST CODE

The provisions of Title 2, California Code of Regulations, section 18730, incorporated herein by this reference, are hereby adopted as the conflict of interest code of El Dorado County in compliance with Government Code §87300 et seq.

The Attached Appendix of Designated Employees and Disclosure Categories is adopted as part of the conflict of interest code. Part A is the list of "designated employees" required by Title 2, California Code of Regulations, section 18730(b)(2), with the disclosure category for each position. Part B is the description of each "disclosure category" required by Title 2, California Code of Regulations, section 18730(b)(3), indicating the type of economic interest that must be disclosed.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 1 day of March, 2011, by the following vote of said Board:

Ayes: Knight, Briggs, Nutting, Sweeney, Santiago
Noes: none
Absent: none

Attest:
Suzanne Allen de Sanchez
Clerk of the Board of Supervisors

By: 
Deputy Clerk


Chairman, Board of Supervisors

Raymond J. Nutting

I CERTIFY THAT:
THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

Attest: Suzanne Allen de Sanchez, Clerk of the Board of Supervisors of the County of El Dorado, State of California.

By: _____ Date: _____
Deputy Clerk

**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 February __, 2011]

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
CAO Principal Administrative Analyst	I
CAO Administrative Technician	II
Economic Development Coordinator	II
Senior Buyer	I
Buyer I/II	I
Senior Department Analyst (Purchasing)	I
<i>[CAO is required to file by GC §87200]</i>	
Agriculture/Weights and Measures	
Ag. Commissioner/Sealer-Weights & Measures	I
Deputy Ag. Commissioner/Sealer	I
Ag. Biologist/Standards Inspector I/II	II
Senior Ag. Biologist/Standards Inspector	II
Assessor	
Assessor	I
Asst. Assessor	I
Supervising Auditor/Appraiser	I
Senior Auditor/Appraiser	I
Senior Appraiser	I
Auditor/Appraiser	I
Branch Supervising Appraiser	I
Senior Appraiser	I
Information Tech Department Coordinator	I
Appraiser I	I
Appraiser II	I
Information Tech. Department Spec.	I

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****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]

County Counsel

Chief Asst. County Counsel I
Principal Assistant County Counsel I
Deputy County Counsel I-IV I
[County Counsel is required to file by GC§87200]

Child Support Services

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

Development Services

Director of Development Services I
Deputy Director- Building Official I

Building Services

Supervising Civil Engineer I
Sr. Civil Engineer I
Building Inspector I/II I
Senior Building Inspector I
Operations Supervisor I

Planning Services

Principal Planner I
Senior Planner I
Associate Planner I
Assistant Planner I
Sr. Information Department Coordinator I

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****District Attorney**

Chief Asst. District Attorney	I
Asst. District Attorney	I
Deputy District Attorney I- IV	I
Fiscal Administration Manager	II
Accountant/Auditor	II
Information Technology Dept. Coordinator	II
Chief Investigator	II
<i>[District Attorney is required to file by GC §87200]</i>	

Elections- Registrar of Voters (See Recorder/Clerk/Elections)**Environmental Management**

Director of Environmental Management	I
Deputy Director of Environmental Management	I
Supervising Environmental Health Specialist I/II	II
Environmental Health Specialist I/II	II
Environmental Health Tahoe Branch Manager	II
Senior Environmental Health Specialist	II
Supervising Hazardous Materials Specialist	II
Hazardous Materials/Recycling Specialist	II
Department Analyst II	II
Disposal Site Supervisor	II
Fiscal Administration Manager	II
Geologist	II
Sr. Department Analyst	II
Sr. Accountant	II
Administrative Services Officer	II

Human Resources

Director of Human Resources	I
Senior Personnel Analyst	II
Personnel Analyst I/II	II
Principal Risk Management Analyst	II
Senior Risk Management Analyst	II
Clerical Operations Manager	II
Principal Personnel Analyst	II

Human Services

Director of Human Services	I
Assistant Director of Human Services	I
Administrative Services Officer	II
Program Manager I/II, Protective Services	II
Social Services Supervisor I/II	II
Chief Fiscal Officer	II
Staff Services Manager I/II	II

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Human Services, *cont'd***

Sr. Staff Services Analyst	II
Staff Services Analyst I/II	II
Department Analyst I/II	II
Employment and Training Worker Supervisor	II
Employment and Training Worker III	II
Housing Program Coordinator	II
Social Worker I/II/III/IVA/IVB	II
Eligibility Supervisor I	II
Welfare Collections Officer	II
Eligibility Worker I/II/III	II
Supervising Deputy Public Guardian	II
Deputy Public Guardian I/II	II
Eligibility System Specialist	II
Senior Citizen's Attorney I/II/III	II
Fiscal Services Supervisor	II
Sr. Accountant	II
Account Clerk Supervisor I	II

Information Technology

Director of Information Technology (IT)	I	
Ass't. Director of Information Technology (IT)	I	
Supervising IT Analyst (IT)	II	
Senior Department Analyst (IT)	II	
Departmental Systems Analyst I/II (IT)		II
IT Manager (IT)	II	

Library

Director of Library Services	I
Supervising Librarian	II
Sr. Information Technology Department Coordinator	II
Museum Administrator	II

Probation Department

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

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Public Defender**

Public Defender	I
Chief Asst. Public Defender	I
Asst. Public Defender	I

Health Services Department

Director of Health Services	I
Assistant Director of Health Services	I
Public Health Officer	II
Administrative Services Officer	II
Public Health Laboratory Director	III
Public Health Preparedness Manager	III
Health Program Manager	III
Chief Animal Control Officer	II
Supervising Animal Control Officer	II
Chief Fiscal Officer	II
Sr. Department Analyst	II
EMS Agency Administrator	III
EMS Agency Medical Director	III
Community Public Health Nursing Manager	III
Alcohol and Drug Programs Manager	III
Program Manager	III
Sr. Information Technology Department Coordinator	II
Information Technology Department Coordinator	II
Medical Administrative Officer	III
Deputy Director of Mental Health	II
Mental Health Medical Director	III
Manager of Mental Health Programs	III
Department Analyst	III

Recorder/Clerk/Elections

Recorder/Clerk/Registrar of Voters	I
Asst. County Recorder	I
Asst. Registrar of Voters	I

Sheriff-Coroner-Public Administrator

Sheriff-Coroner-Public Administrator	I
Undersheriff	I
Correctional Lieutenant	I
Sheriff's Captain	I
Sheriff's Lieutenant	I
Sheriff's Records Manager	II
Administrative Services Officer	II

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****Sheriff-Coroner-Public Administrator, cont'd**

Assistant Public Administrator	I
Manager of Public Safety Dispatch	II
Sheriff's Communication Manager	II
Sheriff's Technology Manager	II
Fiscal Administrative Manager	II

Surveyor

Surveyor	I
GIS Manager	II
Deputy Surveyor	II

Transportation

Director of Transportation	I
Deputy Director of Engineering	I
Deputy Director of Maintenance & Operations	I
Chief Fiscal Officer I	II
Fiscal Services Supervisor II	II
Supervising Accountant/Auditor II	II
Department Analyst	II
Senior Department Analyst	II
Supervising Civil Engineer	I
Right of Way Program Manager	I
Building/Grounds Superintendent	II
Fleet Services Manager	II
Associate Right of Way Agent	I
Assistant Right of Way Agent	I
Administrative Services Officer	II
Senior Accountant	II
Traffic Superintendent	II
Highway Superintendent	II
Contract Services Officer	II
Airport Operations Supervisor	II

Treasurer-Tax Collector

Assistant Treasurer-Tax Collector	I
Accounting Division Manager	I
Supervising Accountant Auditor	I
Accountant-Auditor	I
Sr. Information Technology Department Coordinator	II
Executive Secretary	II
<i>[Treasurer/Tax Collector is required to file by GC §87200]</i>	

Veterans

Veteran Services Officer	I
--------------------------	---

DEPARTMENT/POSITION**DISCLOSURE CATEGORY****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.