

**CONFLICT OF INTEREST CODE FOR
THE COUNTY OF YUBA
(2016)**

The Political Reform Act of 1974, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations, Section 18730, which contains the terms of a standard conflict of interest code. The 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 to the Political Reform Act. Therefore, the terms of 2 California Code of Regulations, Section 18730, and any amendments thereto duly adopted by the Fair Political Practices Commission, along with the attached Appendices in which officers, employees and consultants are designated and disclosure categories are set forth are hereby incorporated by reference and constitute the conflict of interest code of the County of Yuba.

Recognizing that different positions have different levels of power and responsibility, this Conflict of Interest Code establishes categories of disclosure to which positions are assigned based on the scope of their decision making authority. Positions with no significant decision making responsibility are classified as exempt and are not required to file statements under this Code.

The job titles of the officers, employees, and consultants of this governmental entity and the categories to which they are assigned are set forth in **Appendix A** attached hereto and incorporated herein by reference. The specific disclosure and

reporting requirements of each category are set forth in **Appendix B** attached hereto and incorporated herein by reference.

Consultants are also subject to the disclosure requirements of this conflict of interest code. For purposes of the Code and pursuant to Title 2 California Code of Regulations § 18700.3, a "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.

Pursuant to Government Code § 81008 and 2 California Code of Regulations §18730(b)(4), all designated employees shall file Statements of Economic Interest (FPPC Form 700) with the County of Yuba Clerk before April first of each year. The

Yuba County Clerk shall make the statements available for public inspection and reproduction when appropriate pursuant to Government Code section 81008.

In any event, all County officers, employees and agents are disqualified and shall not make, participate in making or in any way attempt to use his or her official position to influence the making of any governmental decisions, 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, upon such officer, employee or agent, or a member of his or her immediate family.

A copy of the California Code of Regulations shall be available for review at the Yuba County Library.

APPENDIX

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Job Title

Assigned Disclosure Categories

Administrative Services

| | |
|---|--------|
| Administrative Services Officer II | 1 |
| Airport Manager | 1 |
| Assistant Director of Administrative Services | 1 |
| Building Maintenance Technician I/II | 5 |
| Buildings & Grounds Supervisor | 5,7 |
| Buyer I/II | 1 |
| Custodial Supervisor | 5 |
| Director of Administrative Services | 1 |
| Facilities Manager | 5,7,16 |
| Project Manager | 1 |
| Senior Building Maintenance Tech | 5 |

Agricultural Commissioner, Weights/Measures

| | |
|--|---|
| Agricultural Commissioner/Director of Weights & Measures | 1 |
| Assistant Agricultural Commissioner/Director of Weights & Measures | 1 |

Assessor

| | |
|----------------------------------|---|
| Assessor | 1 |
| Assistant Assessor | 1 |
| Auditor-Appraiser I/II/III | 1 |
| Real Property Appraiser I/II/III | 1 |
| Transfer Analyst I/II | 1 |

Auditor-Controller

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|--------------------|---|
| Auditor-Controller | 1 |
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Job Title Assigned Disclosure Categories

Board of Supervisors

Clerk of the Board of Supervisors 5

Child Support Services

Attorney I/II/III 1

Deputy Director of Child Support Services 1

Director of Child Support Services 1

Community Development & Services Agency

| | |
|--|------------------------|
| Administrative Services Manager | 1 |
| Administrative Services Officer | 5,6,10 11,15, 16 |
| Assistant/Associate Engineer | 3,4,5, 8,9,10 |
| Assistant Public Works Director | 1 |
| Assistant Public Works Superintendent | 1 |
| Associate Civil Engineer | 3,4,5 8,9,10 |
| Associate Surveyor | 1 |
| Building Inspector I/II/III | 4,7,8 |
| Code Enforcement Manager | 1 |
| Code Enforcement Officer | 1 |
| County Surveyor | 3,5,8 9,10 |
| Community Development & Services Agency Director | 1 |
| Director of Environmental Health | 1 |
| Engineering Technician I/II | 3,5,8 9,10 |
| Environmental Health Supervisor | 1 |
| Environmental Health Specialist I/II | 4 |
| Environmental Health Specialist III | 4,7,8 |

| Job Title | Assigned Disclosure Categories |
|---|--------------------------------|
| Environmental Health Technician | 4 |
| Hazardous Materials Specialist I/II/III | 4 |
| Hazardous Materials Supervisor | 1 |
| Plan Checker I/II | 4,7,8 |
| Planner I/II/III | 1 |
| Principal Engineer | 3,4,5 8,9,10 |
| Principal Planner | 1 |
| Project Manager | 1 |
| Public Works Director | 1 |
| Public Works Project Manager | 5,7,16 |
| Public Works Superintendent | 1 |
| Senior Civil Engineer | 3,4,5, 8,9, 10 |
| Supervising Building Official | 4,7,8 |

County Administrator

| | |
|--|---|
| Assistant County Administrator | 1 |
| Communications & Legislative Affairs Coordinator | 1 |
| Deputy County Administrator/Emergency Services | 1 |
| Deputy County Administrator | 1 |
| Emergency Operations Manager | 1 |
| Emergency Operations Planner | 1 |
| Management Analyst I/II | 1 |
| Principal Management Analyst I/II | 1 |

County Clerk/Recorder

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|-----------------------|---|
| County Clerk/Recorder | 1 |
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Job Title Assigned Disclosure Categories

County Counsel

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|--------------------------------|---|
| Chief Deputy County Counsel | 1 |
| Deputy County Counsel I/II/III | 1 |
| Legal Services Coordinator | 1 |

District Attorney

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|--------------------------------------|---|
| Chief Deputy District Attorney | 1 |
| Chief District Attorney Investigator | 1 |
| Deputy District Attorney I/II/III | 1 |
| Legal Services Supervisor | 5 |

Health and Human Services

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|--|---|
| Deputy Director of Health & Human Services | 1 |
| Director of Health & Human Services | 1 |
| Health & Human Services Program Manager | 1 |
| Health Administrator | 1 |
| Health Officer | 1 |
| Project Manager | 1 |
| Veterans' Services Officer | 1 |

Human Resources and Organizational Services

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|------------------------------------|---|
| Assistant Human Resources Director | 1 |
| Human Resources Director | 1 |

Information Technology

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|-------------------------------------|--------------|
| Chief Information Officer | 1 |
| Information Technology Analyst I/II | 15 |
| Information Technology Manager | 10, 15,16 |
| Information Technology Supervisor | 10,15 |

| Job Title | Assigned Disclosure Categories |
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| Information Technology Support Technician I/II | 15 |
| Senior Accounting Technician | 10, 11,15 |
| Senior Information Technology Analyst | 15 |

Probation

| | |
|--------------------------------------|------------------------|
| Administrative Services Manager | 1 |
| Administrative Services Officer I | 5,6,10 11,15, 16 |
| Administrative Technician | 1 |
| Assistant Chief Probation Officer | 1 |
| Chief Probation Officer | 1 |
| Clinical Social Worker I/II | 1 |
| Deputy Superintendent | 1 |
| Kitchen Supervisor | 5 |
| Probation Program Manager I | 1 |
| Senior Deputy Probation Officer | 1 |
| Senior Victim Witness Advocate | 5 |
| Supervising Deputy Probation Officer | 1 |
| Superintendent of Institutions | 1 |
| Victim Witness Program Manager | 1 |

Public Guardian

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|-----------------------------|---|
| Deputy Public Guardian | 1 |
| Public Guardian/Conservator | 1 |

Job Title

Assigned Disclosure Categories

Sheriff/Coroner/Public Administrator

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|--|--------------|
| Accounting Technician | 5,6,10 11 |
| Commissary Coordinator | 5,6,10 |
| Correctional Maintenance Technician I/II | 5 |
| Correctional Food Services Supervisor | 5 |
| Correctional Lieutenant | 1 |
| Evidence Technician | 1 |
| Sheriff/Coroner | 1 |
| Sheriff's Captain | 5 |
| Sheriff's Civil Service Associate | 1 |
| Sheriff's Financial Manager | 5,6,10 11 |
| Sheriff's Lieutenant - Corrections | 1 |
| Sheriff's Lieutenant - Operations | 1 |
| Senior Accounting Technician | 5,6,10 |
| Supervising Animal Care Services Officer | 5,6,10 |
| Undersheriff | 1 |

Treasurer/Tax Collector

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|--|---|
| Administrative & Accounting Supervisor | 1 |
| Assistant Treasurer & Tax Collector | 1 |
| Senior Accounting Technician | 1 |

Miscellaneous

| | |
|--------------------|----|
| Consultants | 19 |
| Grand Jury Members | 20 |

**COUNTY OF YUBA
CONFLICT OF INTEREST CODE
APPENDIX "B"**

DISCLOSURE CATEGORIES

Disclosure Category

- 1 All investments and business positions in business entities, sources of income and interests in real property within County of Yuba and within two miles of the exterior boundaries of Yuba County.
- 2 Investments and business positions in business entities, and all source of income.
- 3 Interests in real property.
- 4 Investments and business positions in, and income (including gifts or loans) from business entities or individuals who are subject to regulation, inspection or licensing by the County of Yuba.
- 5 Investments and business positions in business entities, and sources of income from entities providing supplies, services, equipment or machinery of the type used in the designated employee's department.
- 6 Investments and business positions in, and income from entities which are vendors, Book outlets, or providers of business services.
- 7 Investments and business positions in business entities and income from sources engaged in construction, building, or material supply.
- 8 Investments and business positions in business entities and income from sources engaged in construction, land development, or the acquisition or sale of real property.
- 9 Investments and business positions in, and income from sources engaged in, the construction of public works projects.
- 10 Investments and business positions in business entities and income from business entities of the type providing bids, supplies, vehicles and equipment.
- 11 Investments and business positions in business entities which provide training, services, or facilities of the type utilized by the County.
- 12 Investments and business positions in business entities and sources of income which provide services and supplies of the type used in emergency services coordination and training activities.

- 13 Investments and business positions in, and income from, union pension funds that may be affected by the outcome of negotiations involving monetary settlements and employer-employee memorandums.
- 14 Investments and business positions in, and income from entities providing medical, health, mental, or social services or facilities for such purposes of the type used or provided by the County.
- 15 Investments and business positions in, and income from, business entities supplying or manufacturing electronic equipment, supplies or services of the type utilized by the County.
- 16 Investments and business positions in, and income from business entities providing supplies, services, equipment or machinery of the type used by the County.
- 17 Investments and business positions in, and income from employment agencies or entities which provide employment training or pre-employment services. Services include, but are not limited to, testing, training, consulting, job classification studies and salary surveys.
- 18 Investments and positions in, and income from, business entities which are of the type to provide any of the various types of employee insurance coverage and/or actuarial services.
- 19 The County Administrator shall 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 this is not required to fully comply with the disclosure requirements described in this appendix. Such written determination shall include a description of the consultant's duties and, based upon that description, a determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.
- 20 All investments and positions in business entities within Yuba County held during the previous two years which have done business with an entity currently under civil investigation by the Grand Jury; and income from individuals who are employees of the County and/or entities under investigation; and all interests in real property.