

**EXECUTIVE OFFICE**



**BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES**

**EDWARD YEN**  
EXECUTIVE OFFICER

**COUNTY OF LOS ANGELES  
EXECUTIVE OFFICE  
BOARD OF SUPERVISORS**

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**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

August 12, 2025

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

20 August 12, 2025

EDWARD YEN  
EXECUTIVE OFFICER

Dear Supervisors:

**CONFLICT OF INTEREST CODES  
(ALL DISTRICTS) (3-VOTES)**

**SUBJECT**

Approval of Conflict of Interest Codes.

**IT IS RECOMMENDED THAT THE BOARD:**

Approve the Conflict of Interest Codes for Bridges Preparatory Academy, Burbank-Glendale-Pasadena Airport Authority, Claremont Unified School District, ISANA, Military and Veterans Affairs Department, Registrar-Recorder/County Clerk, Ridgecrest Parks and Recreation District, Santa Monica Community College District, Synergy Academies, and Youth Policy Institute Charter Schools to be effective the day following your Board's approval.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest Code. Agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances pursuant to Government Code Section 87306.

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County. The Board of Supervisors must approve an agency's code before it can take effect.

The proposed Conflict of Interest Codes have been thoroughly reviewed and approved by the code

review staff in accordance with the procedures established by your Board.

### **Implementation of Strategic Plan Goals**

Your Board's approval of the Conflict of Interest Codes will further the County's Strategic Plan North Star 3- Realize Tomorrow's Government Today, Focus Area A- Communication & Public Strategy I.- Customer Service.

### **FISCAL IMPACT/FINANCING**

Local governmental agencies must have a Conflict of Interest Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues or expenditures.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest Codes for the agencies listed below.

#### **NEW CONFLICT OF INTEREST CODE:**

(Bridges Preparatory Academy)

- Adopts by reference Regulation 18730 (2 California Code of Regulations, Sections 18730) as its Conflict of Interest Code and will use a specialized disclosure category that is uniquely tailored for small charter schools.
- Designates the following positions as code filers: Member-Board of Directors, Executive Director, and Consultants/New Positions.

#### **SUBSTANTIVE CHANGES:**

(Burbank-Glendale-Pasadena Airport Authority)

- Adds six positions to the code.
- Changes the titles of two positions.

(Claremont Unified School District)

- Removes an unnecessary disclosure category from the code.
- Adds three positions to the code.
- Deletes two positions from the code due to reorganization.
- Changes the title of one position.

(ISANA)

- Changes the title of one position.
- Adds one position to the code.

(Military and Veterans Affairs, Department of)

- Adds three positions to the code.
- Changes the title of one position.

(Registrar-Recorder/County Clerk)

- Adds two positions to the code.

(Ridgecrest Park and Recreation District)

- Changes the name to Ridgecrest Ranchos Recreation and Parks District.
- Removes an unnecessary disclosure category from the code.
- Adds a clarifying footnote to the code.

(Santa Monica Community College District)

- Adds eight positions to the code.
- Deletes three positions from the code due to reorganization.
- Expands the disclosure level for six positions.

(Synergy Academies)

- Changes the titles of two positions.
- Deletes one position from the code due to reorganization.

(Youth Policy Institute Charter Schools)

- Adds one position to the code.
- Deletes one position from the code due to reorganization.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approving the attached Conflict of Interest Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

**CONCLUSION**

If you have any questions, you may contact Kellie Johnson, Assistant Executive Officer, at (213) 633-5598 or your staff may contact Don Garcia, Chief, Conflict of Interest/Lobbyist Division at (213) 974-1578.

The Honorable Board of Supervisors

8/12/2025

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Respectfully submitted,

A handwritten signature in black ink, reading "Edward Yen". The signature is written in a cursive, flowing style.

Edward Yen

Executive Officer

EY:pn

Enclosures

c: Chief Executive Officer  
County Counsel

Conflict of Interest Code  
of  
**Bridges Preparatory Academy**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. Section 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference into the Bridges Preparatory Academy ("Agency") Conflict of Interest Code. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the Conflict of Interest Code of this Agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests ("Statement") shall file their Statements with the Secretary of the Agency. The Agency shall make and retain a copy of all Statements filed by its Members of the Board of Directors, and its Executive Director, and forward the originals of such Statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The Agency shall retain the originals of Statements for all other Designated Positions named in the Agency's conflict of interest code. All retained Statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**Bridges Preparatory Academy**

**EXHIBIT "A"**

**CATEGORY 1**

Persons in this category shall disclose all interest in real property which is located in whole or in part within two (2) miles of any facility utilized by the Agency, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

Persons in this category shall disclose all investments and business positions in business entities and sources of income (including gifts, loans and travel payments) that are from business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by the Agency.

**CATEGORY 3**

Person in this category shall disclose all investments and business positions in business entities and sources of income (including gifts, loans and travel payments) that are from business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by the designated position's department. For the purpose of this category a Principal's department is their entire school.

**CATEGORY 4**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Agency employee, any representative or association of such employee; and business positions or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee's spouse or other financial dependent.

**Bridges Preparatory Academy  
EXHIBIT "B"**

<b>Designated Positions</b>	<b>Disclosure Categories</b>
Member, Board of Directors	1, 2, 4
Executive Director	1, 2, 4
Consultants/New Positions*	

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or their designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or their designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements disclosing reportable interest in the categories assigned to that designated position.

**EFFECTIVE DATE:**

Conflict of Interest Code  
of the

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of this agency~~ by reference **into the Burbank-Glendale-Pasadena Airport Authority ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this **Agency**.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head; or his or her designee. The **Agency** shall make and retain a copy of all **Statements** filed by its Commissioners and Executive Director and forward the originals of such **Statements** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).



**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

**EXHIBIT "A"**

**CATEGORY 1**

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the Cities of Burbank, Glendale and Pasadena or within two miles of any land owned or used by the ~~Airport Authority including the Burbank Glendale Pasadena Airport~~ **Agency**.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from and investments and business positions in businesses of a type that provide, manufacture or sell services, supplies, provisions or other property of a type utilized by the **Agency**.

**CATEGORY 3**

Persons in this category shall disclose all business positions, income (including gifts, loans and travel payments) from and investments in businesses that utilize, lease, or rent airport facilities or properties.

**CATEGORY 4**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any ~~Burbank Glendale Pasadena Airport Authority~~ **Agency** employee, any representative or association of such employee; and business positions or income from an entity owned or controlled by such employees or his/her spouse or other financial dependent.

**PROPOSED CODE****BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY****EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Commissioners	1, 2, 3, 4
Executive Director/Assistant Secretary	1, 2, 3, 4
<b>Chief of Staff</b>	<b>1, 2, 3, 4 (Add)</b>
Senior Deputy Executive Director	1, 2, 3, 4
Deputy Executive Director, Finance and Administration	1, 2, 3
<b>Deputy Executive Director, Operations and Safety Management Systems</b> (was Deputy Executive Director, Operations)	1, 2, 3 <b>(Title Change)</b>
Deputy Executive Director, Planning and Development	1, 2, 3
<b>Deputy Executive Director, Business Development</b>	<b>1, 2, 3 (Add)</b>
<b>Deputy Chief, Airport Police Department</b>	<b>2, 3, (Add)</b>
<b>Airport Fire Chief</b>	<b>2, 3 (Add)</b>
<b>Airport Deputy Fire Chief</b>	<b>2, 3 (Add)</b>
Senior Director, Government and Public Affairs	2, 3
Director, Human Resources	4
Director, Engineering and Maintenance	1, 2, 3
Director of Public Safety	2
Director, Noise and Environmental Affairs	1, 2, 3
Director of Financial Services	2
<b>Director, Business and Property</b> (was Director of Business, Property, Safety and Procurement)	1, 2, 3 <b>(Title Change)</b>
Director of Operations	1, 2, 3
Director, Information and Communication Technology	2
Senior Manager, Procurement	2

**PROPOSED CODE**

Internal Auditor

2, 3

**Manager, Revenue**

**2, 3 (Add)**

Director, Marketing, Communications and Air Service  
Development

2

Consultants/New Positions\*

\* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director/Assistant Secretary or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director/Assistant Secretary or his or her designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements of ~~Economic Interests~~ disclosing reportable interests in the categories assigned to that designated position.

**EFFECTIVE DATE:**

## PROPOSED CODE

### Conflict of Interest Code of the

#### CLAREMONT UNIFIED SCHOOL DISTRICT

#### Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of this agency~~ by reference **into the Claremont Unified School District ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this **Agency**.

#### Place of Filing of Statements of Economic Interests

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head; or his or her designee. The **Agency** shall make and retain a copy of all **Statements** filed by its Board Members and Superintendent and forward the originals of such **Statements** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **PROPOSED CODE**

### **CLAREMONT UNIFIED SCHOOL DISTRICT**

#### **EXHIBIT "A"**

##### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the **Agency**.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

##### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

##### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

##### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the **Agency** and associated with the job assignment of designated positions assigned to this disclosure category.

##### **CATEGORY 5**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Claremont Unified School District **Agency** employee, any representative or association of such employee; and business positions or income from an entity owned or controlled by such employees or his/her spouse or other financial dependent.

##### **CATEGORY 6**

~~Designated persons in this category must report investments or business positions in or income (including gifts, loans or travel payments) from business entities which are contractors or subcontractors engaged in work or services of the type used by the district that are associated with the job assignment of designated positions assigned to this disclosure category.~~

## PROPOSED CODE

### CLAREMONT UNIFIED SCHOOL DISTRICT

#### EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, Board of Education	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Business Services	1, 2, 3
Assistant Superintendent, Educational Services	4, 5
Assistant Superintendent, Student Services	4, 5
Assistant Superintendent, Human Resources	4, 5
Executive Director, Facilities & Project Management	1, 4
Director IV, Special Education	4
<b>Director III, Communications</b>	<b>4 (Add)</b>
Director III, Technology	4
<b>Director III, Educational Technology and Innovation</b>	<b>4 (Add)</b>
Executive Director, Fiscal Services	4
Director II, Child Development	4
Director III, Educational Services	4
<b>Director III, Human Resources and Risk Management</b>	<b>4, 5 (Add)</b>
Director III, Intervention and EL Programs	4
Director III, Nutrition Services	4
<del>Sr. Coordinator, Alternative Education, Facilities &amp; Project Management</del>	<del>4 (Delete)</del>
Principals	4
Purchasing Coordinator	4

## PROPOSED CODE

### CLAREMONT UNIFIED SCHOOL DISTRICT

#### EXHIBIT "B"

##### Designated Positions

##### Disclosure Categories

<b>Sr. Coordinator, Adult School, Facilities, and Project Management</b> (was Sr. Coordinator, Facilities, Project Management, and Custodial Operations)	1, 4 (Title Change)
<del>Surplus Property "7-11" Advisory Committee Members</del>	<del>1, 6 (Delete)</del>
Coordinator II – Educational Technology	4
Systems Administrator	4
Consultants/New Positions	*

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

**EFFECTIVE DATE:**

Conflict of Interest Code  
of  
**ISANA**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of ISANA by reference~~ **by reference into the ISANA ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the **Conflict of Interest Code of ISANA this Agency**.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests (**"Statement"**) shall file their **Statements** with ~~the~~ **the Secretary of ISANA the Agency**. ~~ISANA-The Agency~~ shall make and retain a copy of all **Statements** filed by its Members of the Board, and its President/Chief Executive Officer, and forward the originals of such **Statements** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).



**ISANA**  
**EXHIBIT "A"**

**CATEGORY 1**

Persons in this category shall disclose all interest in real property which is located in whole or in part within two (2) miles of any facility utilized by ~~ISANA~~ **the Agency**, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

"Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable."

**CATEGORY 2**

Persons in this category shall disclose all investments and business positions in business entities and sources of income (including gifts, loans and travel payments) that are from business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by ~~ISANA~~ **the Agency**.

**CATEGORY 3**

Person in this category shall disclose all investments and business positions in business entities and sources of income (including gifts, loans and travel payments) that are from business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by the designated position's department. For the purpose of this category a Principal's department is ~~his or her~~ **their** entire school.

**CATEGORY 4**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any ~~ISANA~~ **Agency** employee, any representative or association of such employee; and business positions or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee's spouse or other financial dependent.

**ISANA  
EXHIBIT "B"**

<b>Designated Positions</b>	<b>Disclosure Categories</b>
Member of the Board of Directors	1, 2, 4
President/Chief Executive Officer	1, 2, 4
Chief Financial Officer	1, 2, 4
Chief Operations Officer	1, 2, 4
Chief Academic Officer	1, 2, 4
<b>Director of Curriculum and Instruction</b> (was Director of School Services)	<b>3 Title Change</b>
Director of Human Resources	3, 4
Director of Pupil Services	3
School Principal	3
Director of Expanded Learning	3
Director of Special Education	3
Director of Information Technology	3
<b>Director of the Arts</b>	<b>3 Add</b>
Consultants/New Positions*	

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The President/Chief Executive Officer or ~~his or her~~ **their** designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The President/Chief Executive Officer or ~~his or her~~ **their** designee's determination is a public record and

**ISANA  
EXHIBIT "B" (Cont'd)**

shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file ~~Statements of Economic Interest~~ disclosing reportable interest in the categories assigned to that designated position.

**EFFECTIVE DATE:**

## PROPOSED CODE

### Conflict of Interest Code of the

### **MILITARY AND VETERANS AFFAIRS, DEPARTMENT OF**

#### Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of this agency~~ by reference **into the Department of Military and Veterans Affairs' ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

#### Place of Filing of Statements of Economic Interests

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head; The **Agency** shall make and retain a copy of all **Statements** filed by its Director and forward the originals of such **Statement** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **PROPOSED CODE**

### **MILITARY AND VETERANS AFFAIRS, DEPARTMENT OF**

#### **EXHIBIT "A"**

##### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the **A**gency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

##### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

##### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

##### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the **A**gency and associated with the job assignment of designated positions assigned to this disclosure category.

# MILITARY AND VETERANS AFFAIRS, DEPARTMENT OF

## EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Director	1, 2, 3
Chief Deputy Director	1, 2, 3
Supervisor, Veterans Services	1, 2, 3
<b>Administrative Services Manager II – Finance and Procurement</b>	<b>4 Add</b>
<b>Administrative Services Manager I – Contracts</b>	<b>4 Add</b>
<b>Information Technology Supervisor I</b>	<b>4 Add</b>
<b>Administrative Services Manager I</b> (was Supervising Administrative Assistant I)	1, 2, 3 <b>Title Change</b>
Management Analyst, Financial Management	2, 3
Management Analyst	4
Consultants/New Positions*	

\* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Director or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Director or his or her designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements of ~~Economic Interests~~ disclosing reportable interest in the categories assigned to that designated position.

**EFFECTIVE DATE:**

**PROPOSED CODE**

**Conflict of Interest Code**  
**Of the**

**REGISTRAR-RECORDER/COUNTY CLERK**

**Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference**

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, is hereby incorporated ~~into the conflict of interest code of this agency~~ by reference **into the Registrar-Recorder/County Clerk's ("Agency") conflict of interest code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

**Place of Filing of Statements of Economic Interests**

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head, or his or her designee. The **Agency** shall make and retain a copy of the **Statement** filed by its Department Head and forward the originals of such **Statement** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).



## **REGISTRAR-RECORDER/COUNTY CLERK**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the **A**gency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

#### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the **A**gency and associated with the job assignment of designated positions assigned to this disclosure category.

## REGISTRAR-RECORDER/COUNTY CLERK

### EXHIBIT "B"

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Registrar-Recorder/County Clerk	1, 2, 3
Chief Deputy	1, 2, 3
Assistant Registrar-Recorder/County Clerk	1, 2, 3
Executive Assistant (Executive Liaison)	1, 2, 3
Departmental Human Resources Manager II	2, 3
<b>Admin Services Division Manager</b>	<b>2, 3 Add</b>
Information Technology Manager II	4
Departmental Information Security Officer II	4
Division Manager, Registrar-Recorder/County Clerk	4
Departmental Finance Manager II	4
Compliance Auditor	4
Administrative Services Manager III	4
Assistant Division Manager, Registrar-Recorder/County Clerk(Finance & Management Division)	4
Accounting Officer III	4
Administrative Services Manager II (Contracts Manager)	4
Administrative Services Manager II (Procurement Manager)	4
<b>Information Technology Manager III</b>	<b>4 Add</b>
Information Technology Supervisor	4
Information Technology Specialist I	4

## **REGISTRAR-RECORDER/COUNTY CLERK**

### **EXHIBIT "B" (Cont'd)**

#### **Designated Positions**

#### **Disclosure Categories**

Fiscal Officer I

4

Consultants/New Positions\*

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Registrar-Recorder/County Clerk or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Registrar-Recorder/County Clerk or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file ~~Statements of Economic Interests~~ disclosing reportable interests in the categories assigned to that designated position.

**EFFECTIVE DATE:**

## **PROPOSED CODE**

### **Conflict of Interest Code** **of the**

### **RIDGECREST PARK AND RECREATION RANCHOS RECREATION AND PARKS** **DISTRICT**

#### **Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference**

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of ISANA by reference~~ **by reference into the Ridgecrest Ranchos Recreation And Parks District ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this Agency.

#### **Place of Filing of Statements of Economic Interests**

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head, or ~~his or her~~ **their** designee. The **Agency** shall make and retain a copy of all statements filed by its ~~Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Directors)~~, and forward the originals of such **Statements** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**(6/02) (Rev.)**

## **PROPOSED CODE**

### **~~RIDGECREST PARK AND RECREATION RANCHOS RECREATION AND PARKS DISTRICT~~**

#### **EXHIBIT "A"**

##### **CATEGORY 1**

Persons in this category shall disclose all investments and business positions in and income from businesses that provide recreational services or consultant services in the area of recreation.

##### **CATEGORY 2**

~~Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.~~

~~In addition, individual who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.~~

## PROPOSED CODE

### **RIDGECREST ~~PARK AND RECREATION~~ RANCHOS RECREATION AND PARKS DISTRICT**

#### **EXHIBIT "B"**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Directors	1
Consultants/ <b>New Positions*</b>	-2

**\*Consultants/New Positions** are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Board President or their designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Board President or their designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements disclosing reportable interest in the categories assigned to that designated position.

## PROPOSED CODE

### Conflict of Interest Code of the

#### **SANTA MONICA COMMUNITY COLLEGE DISTRICT**

#### Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section** 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of this agency~~ by reference **into the Santa Monica Community College District ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this **Agency**.

#### Place of Filing of Statements of Economic Interests

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head; or his or her designee. The **Agency** shall make and retain a copy of all **Statements** filed by its Board Members and Superintendent/President and forward the originals of such **Statements** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**SANTA MONICA COMMUNITY COLLEGE DISTRICT**  
**EXHIBIT "A"**

**CATEGORY 1**

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the **Agency**.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

**CATEGORY 3**

Persons in this category shall disclose all income (including loans, gifts, and travel payments) and business positions.

**CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including loans, gifts, and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the **Agency** and associated with the job assignment of designated positions assigned to this disclosure category.

**CATEGORY 5**

Persons in this category shall disclose all investments, business positions and income, (including gifts, loans and travel payments) from persons, for-profit entities, nonprofit entities and any other organization, if the source is of the type to receive grants or other monies from or through the Santa Monica Community College District.

**CATEGORY 6**

Persons in this category shall disclose all income (including loans, gifts, and travel payments) from any ~~Santa Monica Community College District~~ **Agency** employee, any representative or association of such employee, and business positions or income (including loans, gifts, and travel payments) from any entity owned or controlled by such employee or his/her spouse or other financial dependent.



**SANTA MONICA COMMUNITY COLLEGE DISTRICT  
EXHIBIT “B” (Cont’d)**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Member of the Board of Trustees	1, 2, 3
Superintendent /President	1, 2, 3
Campus Counsel	1, 2, 3
Executive Vice President	1, 2, 3
Vice President, Business and Administration	1, 2, 3
Controller	4
Vice President, Academic Affairs	<b>2, 3</b> <del>4, 5</del> (Expand Disc.)
Vice President, Student Affairs	<b>2, 3</b> <del>4, 6</del> (Expand Disc.)
Vice President, Enrollment Development	<b>2, 3</b> 4 (Expand Disc.)
Vice President, Human Resources	2, 3
Assistant Director, Human Resources	6
Dean, Human Resources	<b>4, 6</b> (Expand Disc.)
Senior Director, Government Relations/Institutional Communications	<b>2, 3</b> 4 (Expand Disc.)
Dean, SMC Foundation/Institutional Advancement	2, 3
Director, Auxiliary Services	2, 3
Campus Store Assistant Manager	4
<del>Director, Facilities Maintenance &amp; Operations</del>	4 (Delete)
Director, Facilities Planning	4
Director, Procurement, Contracts & Logistics	4
Chief Director, Business Services	2, 3

**SANTA MONICA COMMUNITY COLLEGE DISTRICT**  
**EXHIBIT “B” (Cont’d)**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Director, Grants, SMC Foundation	4, 5 (Expand Disc.)
Dean Academic Affairs	4
Dean, Education Enterprise	2, 3
Dean, International Education	4
Associate Dean, International Education	4
Director, Athletics	4
Assistant Director, Athletics	4
Chief Director, Information Technology	4
Dean Institutional Research	4
Director, International Development	4
Director, Management Information Services	4
Director, Network Services/Telecommunications	4
Director, Academic Computing	4
Director, Library & Information Services	4
Chief of Police	4, 6
Captain, Campus Police	4, 6
Director, Personnel Commission	4, 6
Personnel Commissioners	4, 6
Assistant Director of Facilities Maintenance	4
Assistant Director of Facilities Operations	4
Associate Dean On-Line Services Support	4
Associate Dean, Health Sciences	4
<del>Associate Dean, Health and Well-Being</del>	4 (Delete)

**SANTA MONICA COMMUNITY COLLEGE DISTRICT  
EXHIBIT “B” (Cont’d)**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Dean, Enrollment Services	4
Associate Dean, Student Life	4
Director of Facilities Finance	1, 4
Associate Dean, Financial Aid/Scholarships	2, 3
Associate Dean, Facilities Programming	1, 4
<del>Supervisor Grounds/Landscape</del>	4 (Delete)
Director of Safety and Risk Management	2, 3
Assistant Director, Safety and Risk Management	2, 3
Associate Dean, Outreach, Onboarding and Student Engagement	4
Dean, Special Programs	4
Disabled Students Program and Services Manager	4
Dean of Counseling	4
Director of Student Judicial Affairs	4
<b>Dean, Noncredit and External Programs</b>	<b>2, 3 (Add)</b>
<b>Dean, Equity, Pathways and Inclusion</b>	<b>4 (Add)</b>
<b>Dean, Health and Well-Being</b>	<b>4 (Add)</b>
<b>Director, Facilities Maintenance</b>	<b>4 (Add)</b>
<b>Director, Facilities Operations</b>	<b>4 (Add)</b>
<b>Campus Store Manager</b>	<b>4 (Add)</b>
<b>Director, Sustainability</b>	<b>2, 3 (Add)</b>
<b>Director, Public Information</b>	<b>4 (Add)</b>
Consultants/New Positions*	

**SANTA MONICA COMMUNITY COLLEGE DISTRICT**  
**Exhibit "B" (Cont'd)**

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent/President or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent/President or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements of ~~Economic Interests~~ disclosing reportable interests in the categories assigned to that designated position.

**EFFECTIVE DATE:**

## **PROPOSED CODE**

### **Conflict of Interest Code** **of the**

### **Synergy Academies**

#### **Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference**

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of this agency~~ by reference **into the Synergy Academies' ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this **Agency**.

#### **Place of Filing of Statements of Economic Interests**

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head; or his or her designee. The agency shall make and retain a copy of all **Statements** filed by its Members of the Governing Board and the Chief Executive Officer/**Superintendent** and forward the originals of such **Statements** to the Executive Office of the Board of Supervisors of Los Angeles County.

The **Agency** shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**Synergy Academies**

**Exhibit "A"**

**CATEGORY 1**

Persons in this category shall disclose all interest in real property which is located in whole or in part within two (2) miles of any facility utilized by ~~Synergy Academies~~, **the Agency**, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

Persons in this category shall disclose all investments and business positions in, and sources of income (including gifts, loans and travel payments) that are from, business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by ~~Synergy Academies~~ **the Agency**.

**CATEGORY 3**

Persons in this category shall disclose all investments and business positions in, and sources of income (including gifts, loans and travel payments) that are from, business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by the designated position's department. For the purpose of this category, a Principal's department is his or her entire school.

**CATEGORY 4**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any ~~Synergy Academies~~ **Agency** employee or any known representative or association of such employee or any business known by the reporting official to be owned or controlled by such employee.

**Synergy Academies**

**Exhibit "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Member, Governing Board	1, 2, 4
<b>Chief Executive Officer/Superintendent</b> (was Chief Executive Officer)	1, 2, 4 <b>Title Change</b>
Chief Operating Officer	1, 2, 4
<b>Chief Academic Officer</b> (was Chief Achievement Officer)	2 <b>Title Change</b>
Director of Special Education and Student Services	3
<del>Director of STEM Education</del>	<del>3</del> <b>Delete</b>
School Principals	3
Consultants/New Positions*	

\* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Chief Executive Officer/**Superintendent** or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Executive Officer/**Superintendent** or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements of ~~Economic Interests~~ disclosing reportable interests in the categories assigned to that designated position.

**EFFECTIVE:**

## **PROPOSED CODE**

### **Conflict of Interest Code** **of the**

### **Youth Policy Institute Charter Schools**

#### **Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference**

The Political Reform Act (Government Code Section 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 Cal. Code of Regs. **Section 18730**), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated ~~into the conflict of interest code of this agency~~ by reference **into the Youth Policy Institute Charter Schools ("Agency") Conflict of Interest Code**. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this **Agency**.

#### **Place of Filing of Statements of Economic Interests**

All officials and employees required to submit a **Statement of Economic Interests ("Statement")** shall file their **Statements** with the **Agency** head; or his or her designee. The **Agency** shall make and retain a copy of all **Statements** filed by its Members of the Board of Trustees and the Executive Director and forward the originals of such **Statements** to the Executive Office of the Board of Supervisors of Los Angeles County.

**The Agency** ~~Youth Policy Institute Charter Schools (YPICS)~~ shall retain the originals of **Statements** for all other Designated Positions named in the **Agency's** conflict of interest code. All retained **Statements**, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).



**Youth Policy Institute Charter Schools**

**Exhibit "A"**

**CATEGORY 1**

Persons in this category shall disclose all interest in real property which is located in whole or in part within two (2) miles of any facility utilized by ~~YPICS~~ **the Agency**, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

**CATEGORY 2**

Persons in this category shall disclose all investments and business positions in, and sources of income (including gifts, loans and travel payments) that are from, business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by ~~YPICS~~ **the Agency**.

**CATEGORY 3**

Persons in this category shall disclose all investments and business positions in, and sources of income (including gifts, loans and travel payments) that are from, business entities engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by the designated position's department.

**CATEGORY 4**

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any ~~YPICS~~ **Agency** employee or any known representative or association of such employee, or any business known by the reporting official to be owned or controlled by such employee.

**Youth Policy Institute Charter Schools**

**Exhibit "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Member, Board of Trustees	1, 2, 4
Executive Director	1, 2, 4
<b>Chief Accountability Officer (CAO)</b>	<b>1, 2, 4 (Add)</b>
Chief Operations Officer	1, 2, 4
Executive Administrator/Assistant Executive Administrator	3
Director of Technology	3
Senior Program Director	3
<del>Instructional Art Director</del>	<del>3</del> <b>(Delete)</b>
Director of Special Education	3
Consultants/New Positions*	

\* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or his or her designee may determine in writing that a particular consultant or new position, 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 disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file ~~Statements of Economic Interests~~ disclosing reportable interests in the categories assigned to that designated position.

**EFFECTIVE:**