

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE YOLO COUNTY BOARD OF SUPERVISORS  
AMENDING THE YOLO COUNTY CONFLICT OF INTEREST CODE**

**WHEREAS**, the Political Reform Act, Government Code §§81000 et seq., requires that conforming amendments be made to conflict of interest codes adopted and promulgated pursuant to its provisions; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation, 2 California Administrative Code §18730, which contains the terms of a model conflict of interest code that can be incorporated by reference, and which the Fair Political Practices Commission periodically amends to conform to amendments to the Political Reform Act; and

**WHEREAS**, this Board of Supervisors has heretofore adopted Resolution Nos. 83-28, 83-209, 84-162, 87-96, 92-27, 95-56, 00-129, 00-176, 02-33, 03-30, 08-192, 09-196, 10-166, 12-141, 13-139, 14-116, 15-141, 16-41, 17-04, 17-145 and 18-158 incorporating the Fair Political Practices Commission's model conflict of interest code with modifications and additions as stated in those Resolutions; and

**WHEREAS**, the County of Yolo is required to review the Code as amended on a periodic basis as required by the Fair Political Practices Act; and

**WHEREAS**, this Board now desires to restate the provisions of the County's Conflict of Interest Code, particularly to make changes necessitated by changed circumstances such as the creation or abolition of positions and reassignments of duties.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Yolo as follows:

1. The County of Yolo adopts and incorporates by reference the provisions of Section 18730 of Title 2 of the California Code of Regulations and any amendments to it that may be duly adopted by the Fair Political Practices Commission.
2. The standard conflict of interest code, together with the Appendix of Designated Position Classifications (Appendix A) and the Appendix of Disclosure Categories (Appendix B), shall constitute the conflict of interest code of the County of Yolo.
3. This Resolution shall become effective on January 1, 2020. Persons holding designated positions who are brought under the coverage of the Conflict of Interest Code of the County of Yolo shall file an annual statement of economic interests with the Yolo County Clerk on or before April 1, 2019, in accordance with the disclosure categories adopted by this Resolution.
4. Every holder of an office within the County of Yolo who is required to file a statement of economic interest by Government Code §87200 shall file an original with the County Clerk, who shall make and retain a copy and forward the original to the Fair Political Practices Commission, which shall be the filing officer for those positions.
5. Every candidate for an office within the County of Yolo who is required to file a statement of economic interest by Government Code §87200 shall file an original with the Elections Department, who shall make and retain a copy and forward the original to the Fair Political Practices Commission, which shall be the filing officer for those candidates.

6. All previously adopted resolutions establishing a conflict of interest code for the County of Yolo are hereby rescinded.

**PASSED AND ADOPTED** by the Board of Supervisors of the County of Yolo, State of California, this 28th day of January, 2020, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTENTION:

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Gary Sandy, Chair  
Board of Supervisors, County of Yolo

Attest:

Julie Dachtler, Deputy Clerk  
Board of Supervisors

By \_\_\_\_\_  
Deputy  
(Seal)

Approved as to Form:  
Philip J. Pogledich, County Counsel

By Hope P. Welton  
Hope P. Welton, Senior Deputy

## Appendix A – Appendix of Designated Position Classifications

POSITION TITLE	DEPT	DISCLOSURE CATEGORY
<b>AGRICULTURE</b>		
Agriculture Commissioner & Sealer of Weights	AGRI	1
Chief Deputy Agriculture Commissioner	AGRI	1
Deputy Agriculture Commissioner/Sealer	AGRI	1
Agricultural & Standard Inspector I-IV	AGRI	1
<b>BOARD OF SUPERVISORS</b>		
Supervisor's Deputy	BOS	1
Assistant Supervisor's Deputy	BOS	1
Clerk of the Board of Supervisors	BOS	1
<b>CHILD SUPPORT SERVICES</b>		
Director of Child Support Services	CSS	1
Business Services Manager	CSS	1
Child Support Attorney IV, V	CSS	4
Child Support Program Manager	CSS	4
<b>ASSESSOR/CLERK-RECORDER/ELECTIONS</b>		
Assessor/County Clerk-Recorder/Registrar of Voters	ACE	1
Chief Deputy Assessor	ACE	1
Chief Deputy Clerk-Recorder/Elections	ACE	1
Managing Deputy Clerk-Recorder	ACE	1
Clerk-Recorder/Assessor Program Manager	ACE	1
Auditor-Appraiser I, II, III	ACE	4
Assr/Clk-Rec/Elections Deputy of Technology	ACE	1
Principal Appraiser	ACE	4
Senior Appraiser	ACE	4
Senior Auditor-Appraiser	ACE	4
Appraiser I,II,III	ACE	4
Principal Auditor-Appraiser	ACE	4
Senior Accounting Technician	ACE	2
<b>COMMUNITY SERVICES</b>		
Chief Fiscal Admin Officer	CS	1
Fiscal Admin Officer	CS	1
Business Services Supervisor	CS	1
Director of Community Services	CS	1
Director of Planning & Public Works	CS	1
Director – Community Development	CS	1
Director – Environmental Health Division	CS	1
Director – Public Works Division	CS	1
Director – Integrated Waste Division	CS	1
Senior Admin Services Analyst	CS	1
Chief Building Official	CS	5
Principal Civil Engineer	CS	1
Associate Civil Engineer	CS	3
Senior Civil Engineer	CS	5
Plan Check Engineer	CS	3
Principal Planner	CS	5
Senior Planner	CS	5

## Appendix A – Appendix of Designated Position Classifications

POSITION TITLE	DEPT	DISCLOSURE CATEGORY
<b>COMMUNITY SERVICES - Continued</b>		
Assistant Planner	CS	5
Associate Planner	CS	5
Cannabis Code Enforcement Officer	CS	4
Assistant Cannabis Code Enforcement Officer	CS	4
Cannabis Program Supervisor	CS	4
Cannabis Policy & Enforcement Manager	CS	5
Landfill Construction Inspector	CS	3
Construction Inspector	CS	3
Building Inspector I, II, III	CS	3
Public Works Superintendent	CS	5
Waste Reduction/Recycling Manager	CS	3
Waste Management Operations Manager	CS	3
Supervising Environmental Health Specialist	CS	3
Environmental Health Division Manager	CS	4
Environmental Health Technician	CS	4
Supervising Hazardous Materials Specialist	CS	3
County Surveyor	CS	5
<b>COUNTY ADMINSTRATOR</b>		
Senior Management Analyst	CAO	1
Manager of Operations & Strategy	CAO	1
Emergency Services Planner	CAO-ES	1
Emergency Services Manager	CAO-ES	1
Emergency Services Coordinator	CAO-ES	1
Financial System Manager	CAO	1
Manager of Government Relations	CAO	1
Assistant County Administrator	CAO	1
Deputy County Administrator	CAO	1
Grants Administrator	CAO	1
Director of Human Resources	CAO-HR	1
Risk Manager/Safety Officer	CAO-HR	2
Associate Management Analyst	CAO	1
Communications Coordinator	CAO	1
Natural Resources Program Coordinator	CAO	1
Deputy Director – General Services	CAO-GS	1
<b>COUNTY COUNSEL</b>		
Assistant County Counsel	CC	1
Senior Deputy County Counsel	CC	1
Deputy County Counsel I/II/III	CC	1
<b>DEPARTMENT OF FINANCIAL SERVICES</b>		
Assistant Chief Financial Officer	DFS	1
Chief Budget Official	DFS	1
Financial Services Analyst I, II	DFS	1
Property Tax Supervisor	DFS	1
Accounting Manager	DFS	2
Accounting Manager – CPA	DFS	2
Audit Manager	DFS	1

## Appendix A – Appendix of Designated Position Classifications

POSITION TITLE	DEPT	DISCLOSURE CATEGORY
<b>DEPARTMENT OF FINANCIAL SERVICES - Continued</b>		
Manager of Procurement	DFS	2
Procurement Specialist	DFS	2
Associate Procurement Specialist	DFS	2
Senior Accountant	DFS	2
Accountant III	DFS	2
Senior Financial Services Analyst	DFS	2
Admin Clerk II	DFS	1
Auditor II, III	DFS	2
Lead Buyer	DFS	2
Revenue Supervisor	DFS	2
Systems Accountant	DFS	2
<b>DISTRICT ATTORNEY</b>		
Chief Deputy District Attorney	DA	1
Chief Fiscal Admin Officer	DA	1
Assistant Chief Deputy District Attorney	DA	1
Assistant Chief District Attorney Investigator	DA	1
Chief District Attorney Investigator	DA	1
Deputy District Attorney I-V	DA	1
Technology Innovation Manager	DA	1
Children's Advocacy Center Director	DA	1
<b>GENERAL SERVICES</b>		
Director of General Services	GSD	2
Project Manager	GSD	2
Information Security Officer	GSD-IT	2
Information Technology Manager	GSD-IT	2
Supervising Technical Support Specialist	GSD-IT	2
Systems Software Specialist III	GSD-IT	2
Departmental IS Coordinator	GSD-IT	2
Database Administrator	GSD-IT	2
Fiscal Administrative Officer	GSD-IT	2
<b>HEALTH &amp; HUMAN SERVICES</b>		
<b>ADMIN &amp; FISCAL</b>		
Director of Health & Human Services	HHSA	1
Assistant Director HHSA	HHSA	1
Deputy Branch Director, HHSA	HHSA	1
Fiscal Administrative Officer	HHSA	1
Senior Admin Services Analyst	HHSA	1
Business Services Officer	HHSA	2
Accountant II, III	HHSA	2
Support Services Supervisor	HHSA	3
Supervising Clinician	HHSA	1
Employment Services Specialist III	HHSA	1
<b>ADULT &amp; AGING</b>		
Branch Director HHSA – Adult & Aging	HHSA	1
Deputy Branch Director HHSA	HHSA	1
HHSA Clinical Manager	HHSA	3

## Appendix A – Appendix of Designated Position Classifications

POSITION TITLE	DEPT	DISCLOSURE CATEGORY
<b>HEALTH &amp; HUMAN SERVICES - Continued</b>		
Health and Human Services Mgr I, II	HHSA	3
Psychiatrist – Medical Director/Board Certified	HHSA	6
Senior Admin Services Analyst	HHSA	1
Conservatorship Officer	HHSA	6
Clinical Psychologist	HHSA	1
Supervising Clinician	HHSA	1
Social Worker Supervisor 1, 11	HHSA	1
<b>CHILD, YOUTH &amp; FAMILY</b>		
Branch Director HHSA – Child, Youth & Family	HHSA	1
Child Welfare Services Manager	HHSA	3
Health and Human Services Manager II	HHSA	3
Health Department Program Manager	HHSA	3
HHSA Clinical Manager	HHSA	3
Physician	HHSA	1
Social Worker Supervisor II	HHSA	1
Admin/Senior Admin Services Analyst	HHSA	1
<b>COMMUNITY HEALTH</b>		
Branch Director HHSA – Community Health	HHSA	1
Director Public Health Nursing	HHSA	1
Supervising Public Health Nurse	HHSA	1
Health Officer	HHSA	1
Health Department Program Manager	HHSA	3
Emergency Preparedness Program Coordinator	HHSA	2
Emergency Preparedness Specialist I, II	HHSA	2
<b>SERVICE CENTERS</b>		
Branch Director HHSA – Service Centers	HHSA	3
Deputy Branch Director HHSA – Service Centers	HHSA	3
Employment & Social Services Division Manager	HHSA	3
Employment Social Services Program Supervisor	HHSA	3
Employment Services Specialist I, II, III	HHSA	1
Health & Human Services Manager II	HHSA	1
HHSA Program Coordinator	HHSA	3
Admin/Senior Admin Services Analyst	HHSA	1
Welfare Fraud Investigator II		
<b>LIBRARY</b>		
Assistant County Librarian	LIB	1
County Librarian	LIB	1
Business Services Manager	LIB	1
<b>PROBATION</b>		
Assistant Chief Probation Officer	PROB	1
Chief Probation Officer	PROB	1
Probation Division Manager	PROB	3
Chief Fiscal Administration Officer	PROB	4
Superintendent of Juvenile Detention Facility	PROB	3
Supervising Probation Officer	PROB	1
Supervising Legal Secretary	PROB	1

## Appendix A – Appendix of Designated Position Classifications

POSITION TITLE	DEPT	DISCLOSURE CATEGORY
<b>PUBIC DEFENDER</b>		
Chief Deputy Public Defender	PD	1
Assistant Chief Deputy Public Defender	PD	1
Public Defender	PD	1
Social Worker Practitioner	PD	1
<b>SHERIFF</b>		
Sheriff-Coroner-Public Administrator	SHER	1
Undersheriff-Coroner	SHER	1
Captain	SHER	3
Sheriff's Chief of Finance	SHER	3
<b>SHERIFF - Continued</b>		
Assistant Public Administrator	SHER	3
Chief Deputy Coroner	SHER	3
Lieutenant	SHER	3
Business Services Manager	SHER	1
<b>LAFCO</b>		
LAFCO Executive Officer	LAFCO	1
LAFCO Management Analyst	LAFCO	1
<b>WORKFORCE INNOVATION BOARD</b>		
Board Member	WIB	1
<b>COMMUNITY SERVICES ACTION BOARD</b>		
Board Member	CSAB	1
<b>CANNABIS BUSINESS TAX CITIZENS OVERSIGHT COMMITTEE</b>		
Committee Member	CBTCOC	1

Adopted 01.28.20

## **Appendix B – Appendix of Disclosure Categories**

### **COUNTY OF YOLO CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS**

CATEGORY 1: All sources of income or gifts, interests in real property and investments and business positions in business entities located in or doing business in Yolo County.

CATEGORY 2: Investments and business positions in business entities, and sources of income or gifts, from providers of the types of services, supplies, materials, machinery or equipment of the type utilized by Yolo County.

CATEGORY 3: Investments and business positions in business entities and sources of income or gifts from sources that provide services, supplies, materials, machinery or equipment of the type which are utilized by the employing department.

CATEGORY 4: Investments and business positions in business entities, interests in real property and sources of income or gifts from any source which are subject to the enforcement, regulatory, permit, or licensing authority of the department or subject to the hearing authority of the board or commission.

CATEGORY 5: Investments and business positions in business entities and sources of income or gifts which provide services, supplies, materials, machinery or equipment of the type utilized by the employing department or that engage in land development, construction of improvements, or the acquisition or sale of real property, including, any reportable interest in real property.

Investments and business positions in any business entity, or income or gift from any source, if the business entity or source of income or gift is a contractor or subcontractor engaged in the performance of work or services of the type utilized by the County.

CATEGORY 6: Investments and business positions in business entities and income from sources that are providers of health care services, including but not limited to pharmacies, physicians, mental health service providers, care facilities or other provider of services or supplies utilized by the employing department.

Investments and business positions in business entities and/or nonprofit corporations and income from sources which may be the recipient of patient referrals for the delivery of health care services or supplies.

Investments and business positions in business entities or nonprofit corporations and income from sources which are of the type which provide consultant services to any business entity or nonprofit corporation made reportable by this disclosure category.

CATEGORY 7: Consultants shall disclose pursuant to Category 1 subject to the following limitation: The Chief Administrative Officer of the County may 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 thus is not required to fully comply with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant's duties and, based upon that determination, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as the conflict of interest code.