



# Mendocino County

## Legislation Text

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**File #:** 18-1724, **Version:** 1

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**To:** Board of Supervisors

**From:** County Counsel

**Meeting Date:** June 5, 2018

**Department Contact:** Katharine L. Elliott

**Phone:** 234-6885

**Department Contact:** Heidi Dunham

**Phone:** 234-6600

**Item Type:** Consent Agenda

**Time Allocated for Item:** n/a

**Agenda Title:**

Adoption of Resolution Amending Mendocino County's Conflict of Interest Code by Adding and Amending Articles I - VI and Amending Appendices A and B

**Recommended Action/Motion:**

Adopt Resolution amending Mendocino County's Conflict of Interest Code by adding and amending Articles I - VI and Amending Appendices A and B; and authorize the Chair to sign same.

**Previous Board/Board Committee Actions:**

October 19, 2010: Board of Supervisors adopted Resolution No. 10-173. March 26, 2013: Board of Supervisors adopted Resolution No. 13-028.

**Summary of Request:**

It is requested that the Board of Supervisors adopt the proposed Resolution amending the current Conflict of Interest Code by adding and amending Articles I - VI. The Political Reform Act of 1974 (Government Code § 87306.5) requires every local government agency to review its Conflict of Interest Code biennially, in even-numbered years, no later than October 1<sup>st</sup>. The Conflict of Interest Code has not been updated in over a decade other than to add positions. The purpose of the proposed amendments to the Conflict of Interest Code is to give greater clarity and direction to assist employees in avoiding a conflict of interest. Also, there have been substantial changes in positions over recent years. The Board has added and/or eliminated the following designated positions listed in Appendix A, Part I, and has added 3 Municipal Advisory Councils resulting in the need to amend and correct the County's Conflict of Interest Code.

The additional amendments being requested of the Board are as follows:

**Appendix A:**

**Part I - Designated Employees**

BU1020 - Executive Office - Administrative Analyst, Correction 1/11 to I/II

BU1110 - Auditor - Add Chief Deputy Auditor/Controller (3)

BU1120 - Assessor - Real Property Appraiser, Correction 11/111 to II/III

BU1160 - Change Name from General Services Agency to Executive Office - Central Services and Eliminate General Services Agency Director  
BU1210 - County Counsel - Add Assistant County Counsel (1)  
BU1320 - Human Resources - Add Assistant Human Resources Director (3)  
BU1410 - Elections - Eliminate Assistant Registrar of Voters (now combined with Assistant Clerk/Recorder)  
BU1610 - Change Name from Building and Grounds to Executive Office - Facilities and Fleet and Add Assistant Facility Manager (3) and Add Facility Project Specialist I/II (3)  
BU1941 - County Clerk - Change Title of Assistant Clerk Recorder to Assistant Clerk Recorder/Registrar  
BU2070 - District Attorney - Add I/II to Administrative Services Manager  
BU2560 - Probation - Add II to Administrative Services Manager and Add Assistant Chief Probation Officer (3)  
BU2810 - Cannabis - Newly Added Budget Unit - Add Cannabis Program Manager (1)  
BU2851 - Planning and Building Services - Change Title of Chief Building Inspector to Chief Building Official and Add Administrative Services Manager I/II (3)  
BU2860 - Change Name from Animal Care and Control to Animal Care and Eliminate Program Administrator and Add Animal Care Director  
BU4010 - Public Health Branch (PH) - Change Title of Director of Public Health Branch to Assistant HHSA Director  
BU4050 - Mental Health Branch - Change Title of Mental Health Branch Director to Assistant HHSA Director  
BU4510 - DOT: Solid Waste - Eliminate Deputy Director of Transportation: Solid Waste  
BU5010 - Social Services Branch - Change Title of Social Services Branch Director to Assistant HHSA Director  
BU5020 - Health and Human Services Agency - Change Title of Health and Human Services Agency Assistant Director to Assistant HHSA Director and Add Chief Operations Officer - HHSA (3) and Add Administrative Services Manager I/II (3)  
BU6110 - Library - Add Administrative Services Manager I (3)

Part II - Designated Boards, Commissions and Employees

Add Hopland Municipal Advisory Council (all members)  
Add Redwood Valley Municipal Advisory Council (all members)  
Add Westport Municipal Advisory Council (all members)

Part III - Designated Boards, Commissions and Employees

Add Consultants (1)

Appendix B:

Add language to Category 1, 2 and 3 after source of income “including receipt of gifts, loans and travel payments”

**Alternative Action/Motion:**

Decline to adopt resolution and provide further direction to staff.

**Supplemental Information Available Online at:** n/a

**Fiscal Impact:**

**Source of Funding:** N/A

**Current F/Y Cost:** N/A

**Budgeted in Current F/Y:** N/A

**Annual Recurring Cost:** N/A

**Supervisory District:** All

**Vote Requirement:** Majority

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Carmel J. Angelo, CEO

**CEO Review:** Yes

**CEO Comments:**



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Executed By: **Meribeth Dermond**

Final Status: Adopted

Date: June 7, 2018

Executed Item No.: Resolution Number: 18-076

Note to Department: