

RESOLUTION NO. 26-085

RESOLUTION OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS AMENDING THE COUNTY OF MENDOCINO'S CONFLICT OF INTEREST CODE

WHEREAS, in the Board of Supervisors Resolution No. 18-077, the Board Supervisors reviewed, revised and updated the County Conflict of Interest Code; and

WHEREAS, the County Conflict of Interest Code needs to be updated to reflect additions and deletions of positions, changes in department structure, and to add new Boards and Commissions and remove dissolved Boards and Commissions; and

WHEREAS, it is also necessary to revise the County Conflict of Interest Code by amending APPENDIX A, PART I – DESIGNATED EMPLOYEES and PART II – DESIGNATED BOARDS, COMMISSIONS AND EMPLOYEES; and

WHEREAS, the Board of Supervisors has additionally determined that the Conflict of Interest Code should be amended to delete Articles I-V, so that the substances of those Articles can be stated in a separate policy that more clearly applies all of County employees.

NOW, THEREFORE, BE IT RESOLVED that the Mendocino County Board of Supervisors adopts the revised Conflict of Interest Code of the County of Mendocino hereby amending same, including revisions to APPENDIX A, as shown in the attached redline, including adding and removing the following positions, organized by part and department:

PART I

POSITIONS ADDED:

Behavioral Health and Recovery Services

Health Services Director
Deputy Director Mental Health Clinical Services
Deputy Director BHRS Operations

District Attorney's Office

Chief District Attorney Investigator

Executive Office

Principal Administrative Analyst
Executive Division Manager
Procurement and Purchasing Coordinator
Fleet and Facilities Maintenance Superintendent
Capital Project Manager
Risk Manager

Information Services

Information Services Director
Information Services Business Applications Manager

Library

Branch Librarians

Planning and Building Services

Assistant Planning and Building Services Director
Senior Program Manager
Code Enforcement Manager
Supervising Code Enforcement Officer

Public Defender

Chief Deputy Public Defender
Chief Deputy Public Defender Investigator
Administrative Services Manager

Public Health

Health Services Director
Director of Nursing – Public Health
Administrative Services Manager

Sheriff's Office

Computer Operations Manager

Social Services

Director of Social Services
Deputy Director – Family and Children's Services
Deputy Director – Adult and Aging Services
Deputy Director – EFAS
Administrative Services Manager

Transportation

Deputy County Surveyor

Treasurer – Tax Collector

Chief Deputy Treasurer
Investment Operations Analyst

POSITIONS REMOVED:

Child Support Services

Chief Child Support Attorney

Information Services

Information Services Division Manager

Library

Assistant County Librarian

Transportation

Assistant Transportation Director

Health and Human Services (Former)

Health and Human Services Agency Director
Assistant HHSA Director (Public Health Branch)
Assistant HHSA Director (Social Services Branch)
Chief Operations Officer

PART II

BOARDS, COMMISSIONS AND EMPLOYEES REMOVED:

Round Valley Area Municipal Advisory Counsel

All members

BOARDS, COMMISSIONS AND EMPLOYEES REMOVED:

Mendocino County Indian Gaming Local Community Benefit Committee

All committee members

Water Agency
General Manager
Hydrologist

The foregoing Resolution introduced by Supervisor Haschak, seconded by Supervisor Mulheren, and carried this 19th day of May, 2026, by the following vote:

AYES: Supervisors Cline, Mulheren, Haschak, Norvell, and Williams
NOES: None
ABSENT: None

WHEREUPON, the Chair declared said Resolution adopted and SO ORDERED.

ATTEST: DARCIE ANTLE
Clerk of the Board



Deputy

APPROVED AS TO FORM:
KATHARINE L. ELLIOTT
Interim County Counsel






BERNIE NORVELL, Chair
Mendocino County Board of Supervisors

I hereby certify that according to the provisions of Government Code Section 25103, delivery of this document has been made.

BY: DARCIE ANTLE
Clerk of the Board



Deputy

**CONFLICT OF INTEREST CODE
COUNTY OF MENDOCINO**

Disclosure of Financial Interests

The Political Reform Act, Government Code §§81000-91015, requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. The Fair Political Practices Commission has adopted a regulation, found in Title 2, California Code of Regulations, §18730, which contains the terms of a standard Conflict of Interest Code. This code can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments of the Political Reform Act. The terms of the standard Conflict of Interest Code in Title 2, California Code of Regulations, §18730 and any amendments to it duly adopted by the Fair Political Practices Commission have been incorporated by reference by Resolution of the Board of Supervisors of Mendocino County, along with attached Appendixes A through D, in which members and employees are designated and disclosure categories are set forth, and the place of filing is specified. Such terms and amendments and Appendixes are incorporated in the Conflict of Interest Code of the County of Mendocino.

Designated Positions. The positions listed in Appendix A are designated positions. Persons holding those positions are deemed to participate in the making of decisions which may foreseeably have a material effect on a financial interest.

Economic Disclosure Statements. Designated employees shall file statements of economic interest with the agency. Upon receipt of the statements of the various designated members and employees, the designated agency shall make and retain a copy and forward the original of these statements to the place of filing as indicated on Appendix C, attached.

APPENDIX A

PART I - DESIGNATED EMPLOYEES

Under provisions of this Code, designated employees shall file statements of economic interests. The following are designated employees because their positions involve the making or participating in the making of governmental decisions, which could materially and foreseeably have a financial impact on the official's private financial interests. A financial impact or effect is presumed to be both foreseeable and material if the financial interest is "explicitly" or directly involved in the decision. A financial interest is explicitly involved in the decision whenever the interest is a named party in, or the subject of, a governmental decision before the official or the official's agency. Any reportable investments, interests in real property, and sources of income held by the designated employee's spouse or dependent children must be reported as though held by the designated employee personally.

Consultants to the County of Mendocino hold designated positions under this Conflict of Interest Code and are required to comply with the disclosure requirements described below. The Chief Executive Officer may determine in writing that a particular consultant is hired to perform a range of duties that are limited in scope and thus not required to comply with the disclosure requirements described in these categories. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Executive Officer shall forward a copy of this determination to the Board of Supervisors. However, nothing herein will excuse any such consultant from any other provision of this Conflict of Interest Code.

DESIGNATED POSITIONS	DISCLOSURE CATEGORY
AGRICULTURE	
Agricultural Commissioner/Sealer of Weights and Measures	1
Assistant Agricultural Commissioner/Sealer of Weights Measures	2
ASSESSOR/CLERK-RECORDER/ELECTIONS	
Assessor Clerk-Recorder	1
Assistant Assessor	1
Assistant Clerk Recorder/Registrar	
Chief Property Appraiser	1
Real Property Appraiser I/II/III	1
Senior Auditor-Appraiser	1
Auditor-Appraiser	1
ALTERNATE PUBLIC DEFENDER	
Alternate Defender	1
ANIMAL CARE	
Animal Care Director	1
AUDITOR-CONTROLLER	
Auditor-Controller	1
Assistant Auditor-Controller	3
Chief Deputy Auditor-Controller	3

BEHAVIORAL HEALTH & RECOVERY SERVICES	
Health Services Director	1
County Health Officer	1
Chief Psychiatrist	3
Deputy Director Mental Health Clinical Services	3
Deputy Director BHRS Operations	3
CHILD SUPPORT SERVICES	
Child Support Services Director	1
CLERK OF THE BOARD	
Clerk of the Board of Supervisors	3
Senior Deputy Clerk of the Board	3
COUNTY COUNSEL	
Chief Deputy County Counsel	1
Deputy County Counsel I/II/III/IV	1
Assistant County Counsel	1
DISTRICT ATTORNEY	
Administrative Services Manager	3
Assistant District Attorney	3
Chief Deputy District Attorney	3
Chief District Attorney Investigator	3
EXECUTIVE OFFICE	
Assistant Chief Executive Officer	1
Deputy Chief Executive Officer	1
Administrative Analyst	1
Economic Development Coordinator	1
Senior Administrative Analyst	1
Principal Administrative Analyst	1
Executive Division Manager	1
Procurement and Purchasing Coordinator	1
Fleet and Facilities Maintenance Superintendent	1
Capital Project Manager	1
Facility Project Specialist	3
Risk Manager	1
HUMAN RESOURCES	
Director of Human Resources	1
Human Resources Manager	3
Assistant Human Resources Director	3
INFORMATION SERVICES	
Director of Information Services	1
Information Services Business Application Manager	3
Information Systems Operations Manager	3
Information Systems Network Manager	3

LIBRARY	
County Librarian/Director	1
Administrative Services Manager	3
Branch Librarians	
MUSEUM	
Administrative Services Manager	1
PLANNING AND BUILDING SERVICES	
Planning and Building Services Director	1
Assistant Planning and Building Services Director	1
Planner	1
Chief Planner	1
Senior Planner	1
Code Enforcement Manager	1
Supervising Code Enforcement Officer	2
Code Enforcement Officer	2
Chief Building Official	2
Senior Building Inspector	2
Building Inspector	2
Administrative Services Manager	3
Cannabis Program Manager	1
Senior Program Manager	1
PROBATION	
Chief Probation Officer	1
Assistant Chief Probation Officer	3
Administrative Services Manager	3
Probation Division Manager	3
PUBLIC DEFENDER	
Public Defender	1
Assistant Public Defender	3
Chief Deputy Public Defender	3
Chief Deputy Public Defender Investigator	3
Administrative Services Manager	3
PUBLIC HEALTH	
Health Services Director	1
Public Health Officer	1
Director of Nursing – Public Health	3
Administrative Services Manager	3
Environmental Health Director	1
Environmental Health Specialist	2
Senior Environmental Health Specialist	3
Environmental Health Manager	3
SHERIFF'S OFFICE	
Sheriff-Coroner	1
Undersheriff	1

Sheriff's Captain	1
Sheriff's Lieutenant	1
Administrative Services Manager	3
Computer Operations Manager	3
SOCIAL SERVICES	
Director of Social Services	1
Deputy Director – Family and Children Services	3
Deputy Director – Adult and Aging Services	3
Deputy Director - EFAS	3
Staff Services Administrator	3
Program Manager	3
Administrative Services Manager	3
Veterans' Service Officer	3
Deputy Public Guardian/Administrator	3
Senior Program Manager	3
Program Administrator	3
TRANSPORTATION	
Director of Transportation	1
Deputy Director of Transportation – Admin/Business Services	1
Deputy Director of Transportation – Engineering	1
Deputy Director of Transportation – Maintenance Services	1
Deputy Director of Transportation – Land Improvement	
Deputy Director of Transportation – Solid Waste and Water Agency	
Maintenance Operations Coordinator	3
Civil Engineer	1
Engineer	1
Senior Civil Engineer	1
Right of Way/Environmental Agent	1
Equipment Superintendent	3
County Surveyor	1
Deputy County Surveyor	1
TREASURER-TAX COLLECTOR	
Assistant Treasurer-Tax Collector	1
Chief Deputy Treasurer-Tax Collector	1
Investment Operations Analyst	1

PART II - DESIGNATED BOARDS, COMMISSIONS, AND EMPLOYEES

Under the provisions of the standard code, the following Boards and Commissions and their designated members and employees make or participate in the making of decisions which may foreseeably have a material effect on any financial interest:

	<i>CATEGORY</i>
Airport Land Use Commission	2
(all Commissioners)	
Air Quality Management District	2
(all Board members)	
Air Pollution Control Officer	2
Senior Air Quality Specialist	2
Air Quality Management District Hearing Board	2
Air Quality Program Coordinator	2
Archaeological Commission of Mendocino County	
(all Commissioners)	2
Board of Building and Housing Appeals	2
(all Board members)	
Gualala Municipal Advisory Council	1
(all members)	
Hopland Municipal Advisory Council	1
(all members)	
Laytonville Municipal Advisory Council	1
(all members)	
Mendocino Historical Review Board	1
(all Board members)	
Redwood Valley Municipal Advisory Council	1
(all members)	
Round Valley Area Municipal Advisory Council	
(all members)	1
Solid Waste Hearing Board	2
(all Board members)	
Water Agency	
(all Board members)	1
Westport Municipal Advisory Council	
(all members)	1

PART III: CONSULTANTS

Consultants¹

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¹ Consultants shall disclose pursuant to Category subject to the following limitation:

The Chief Executive Officer or the Director of Human Resources 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 description, 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 this conflict of interest code.

APPENDIX B

CONFLICT OF INTEREST CODE COUNTY OF MENDOCINO

DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS (EMPLOYEES, COMMISSION AND BOARD MEMBERS, AND CONSULTANTS)

CATEGORY 1: All sources of income (including receipt of gifts, loans, and travel payments), relative to investments in businesses and real estate (except principal place of residence).

CATEGORY 2: All investments, sources of income (including receipt of gifts, loans, and travel payments) and interest in real property subject to the regulatory, permit or licensing authority of the employee's department.

CATEGORY 3: All investments and sources of income (including receipt of gifts, loans, and travel payments) derived from sources, which are:

- A. Contractors or subcontractors engaged in the performance of work or services of the type utilized by the County of Mendocino or the employee's department; or
- B. Manufacturers, sellers, or lessors of supplies, machinery, or equipment of the type utilized by the County of Mendocino or the employee's department.

APPENDIX C

**CONFLICT OF INTEREST CODE
COUNTY OF MENDOCINO**

PLACE OF FILING

PART I - DESIGNATED EMPLOYEES

Where: County Clerk-Recorder
County of Mendocino
Administration Center
501 Low Gap Rd., Rm. 1020
Ukiah, CA 95482

The County Clerk shall furnish to each designated employee upon his or her appointment and termination, and annually during such designated employee's tenure, a Form 700 - Statement of Economic Interests. The designated employees will submit the completed Form 700 Statement of Economic Interests to the County Clerk for filing.

**PART II - BOARDS, COMMISSIONS, AND COMMITTEES (and
designated employees of same)**

Where: County Clerk-Recorder
County of Mendocino
Administration Center
501 Low Gap Rd., Rm. 1020
Ukiah, CA 95482

The County Clerk shall furnish to each designated member upon his or her appointment and termination, and annually during such designated member's tenure, a Form 700 - Statement of Economic Interests. The members will submit the completed Form 700 - Statement of Economic Interests to the County Clerk for filing.

PART III - CONSULTANTS

Where: County Clerk-Recorder
County of Mendocino
Administration Center
501 Low Gap Rd., Rm. 1020
Ukiah, CA 95482

The County Clerk shall furnish each designated Consultant upon his or her contract commencement and termination, and annually during such designated Consultant's tenure, a Form 700 - Statement of Economic Interests. The Consultant will submit the completed Form 700 - Statement of Economic Interests to the County Clerk for filing.

APPENDIX D

County Officers, Boards and Commissions members required to file Conflict of Interest Disclosure Statements pursuant to Government Code § 87200 et seq. that are not subject to County Conflict of Interest Code:

Board of Supervisors (all Supervisors)
County Treasurer- Tax Collector
District Attorney
Chief Executive Officer
County Counsel
Planning Commissioners
Retirement Board Members