

RESOLUTION NO.:

APPENDIX A

DESIGNATED POSITIONS AND DISCLOSURE CATEGORY BY DEPARTMENT

<u>DEPARTMENT/POSITION</u>	<u>DISCLOSURE CATEGORY</u>
<u>Agricultural Commissioner</u>	1,2,3,4,5,6
Sealer of Weights and Measures	1,2,3,4,5,6
<u>Agricultural Extension Department Head</u>	1,2,3,4,5,6
<u>Assessor</u>	1,2,3,4,5,6
Chief Appraiser	1,2,3,4,5,6
Senior Appraiser	1,2,3,4,5,6
Appraiser	1,2,3,4,5,6
Administrative Assistant	1,2,3,4,5,6
<u>Auditor</u>	1,2,3,4,5,6
Assistant County Auditor	1,2,3,4,5,6
Accountant/Auditor	1,2,3,4,5,6
<u>Child Support Services</u>	
Director	1,2,3,4,5,6
Child Support Attorney	1,2,3,4,5,6
Child Support Supervisor	1,2,3,4,5,6
Child Support Officer I, II	1,2,3,4,5,6
Compliance/Training Officer and Ombudsman/Customer Service	1,2,3,4,5,6
Senior Child Support Officer III	1,2,3,4,5,6
<u>Consultant</u>	1,2,3,4,5,6
(as defined by Government Code section 82019 and regulations thereunder)	
<u>County Administrative Officer</u> (File per Govt. Code § 87200)	1,2,3,4,5,6
Deputy County Administrative Officer	1,2,3,4,5,6
Administrative Assistant	1,2,3,4,5,6
Assistant to CAO/Budget Analyst	1,2,3,4,5,6
Network Systems Administrator	1,2,3,4,5,6
Director of Veterans Services	1,2,3,4,5,6
<u>County Clerk/Recorder</u>	1,2,3,4,5,6
Senior Recorder	1,2,3,4,5,6
Administrative Assistant - Elections	1,2,3,4,5,6
Administrative Secretary	1,2,3,4,5,6

<u>County Counsel</u> (File per Govt. Code § 87200)	1,2,3,4,5,6
Senior Deputy County Counsel	1,2,3,4,5,6
Deputy County Counsel	1,2,3,4,5,6
Contract Attorney	1,2,3,4,5,6
<u>District Attorney/Public Administrator</u> (File per Govt. Code § 87200)	1,2,3,4,5,6
Deputy District Attorney	1,2,3,4,5,6
Assistant District Attorney	1,2,3,4,5,6
Senior Deputy District Attorney	1,2,3,4,5,6
Senior District Attorney Investigator	1,2,3,4,5,6
Program Coordinator	1,2,3,4,5,6
<u>Fair Manager</u>	1,2,3,4,5,6
Administrative Secretary	1,2,3,4,5,6
<u>Health and Social Services Department</u>	
Director of Health & Social Services	1,2,3,4,5,6
Fiscal Officer/Administrative Assistant	1,2,3,4,5,6
Compliance Officer	1,2,3,4,5,6
Program Manager	1,2,3,4,5,6
Chief Fiscal Officer	1,2,3,4,5,6
Chief of Economic Development Housing	1,2,3,4,5,6
Program Manager Grants & Loans	1,2,3,4,5,6
Director of Environmental Health	1,2,3,4,5,6
Environmental Health Specialist I, II, III	1,2,3,4,5,6
Director of Behavioral Health	1,2,3,4,5,6
Supervising Mental Health Therapist	1,2,3,4,5,6
Supervising Substance Abuse Worker	1,2,3,4,5,6
Mental Health Program Coordinator	1,2,3,4,5,6
Director of Public Health	1,2,3,4,5,6
Senior Public Health Nurse	1,2,3,4,5,6
County Health Officer	1,2,3,4,5,6
Director of Community Social Services	1,2,3,4,5,6
Integrated Caseworker Supervisor	1,2,3,4,5,6
Administrative Assistant/Fiscal	1,2,3,4,5,6
Administrative Assistant/Staff Analyst	1,2,3,4,5,6
Lassen Career Network Program Manager	1,2,3,4,5,6
Welfare Fraud Investigator	1,2,3,4,5,6
Director of Public Guardian/Conservator	1,2,3,4,5,6
Deputy Public Guardian/Conservator	1,2,3,4,5,6
<u>Family and Child Protective Services (F&CPS)</u>	
Program Manager	1,2,3,4,5,6
Social Services Supervisor II	1,2,3,4,5,6
<u>Planning and Building Services</u>	
Director of Planning and Building Services	1,2,3,4,5,6

Assistant Director of Planning and Building Services	1,2,3,4,5,6
Chief Planner	1,2,3,4,5,6
Senior Planner	1,2,3,4,5,6
Associate Planner	1,2,3,4,5,6
Building Official	1,2,3,4,5,6
Code Enforcement Officer	1,2,3,4,5,6
Plans Examiner/Senior Building Inspector	1,2,3,4,5,6
Building Inspector II	1,2,3,4,5,6
Chief Building Official	1,2,3,4,5,6
Administrative Assistant	1,2,3,4,5,6
Surveyor	1,2,3,4,5,6
Natural Resources Technician	1,2,3,4,5,6
Building Technician	1,2,3,4,5,6

Probation

Chief Probation Officer	1,2,3,4,5,6
Assistant Chief Probation Officer	1,2,3,4,5,6
Administrative Assistant/Fiscal	1,2,3,4,5,6
Juvenile Hall Superintendent	1,2,3,4,5,6

Public Defender

Assistant Public Defender	1,2,3,4,5,6
Deputy Public Defender	1,2,3,4,5,6
Senior Deputy Public Defender	1,2,3,4,5,6
Senior Legal Secretary	1,2,3,4,5,6

Public Works

Director of Public Works/Director of Transportation	1,2,3,4,5,6
Assistant Director Public Works (Facilities Manager)	1,2,3,4,5,6
Senior Civil Engineer	1,2,3,4,5,6
Transportation Project Manager	1,2,3,4,5,6
Assistant/Associate Transportation Planner	1,2,3,4,5,6
Associate Engineer	1,2,3,4,5,6
Buildings & Grounds Supervisor	1,2,3,4,5,6
Road Field Supervisor	1,2,3,4,5,6
Assistant Engineer	1,2,3,4,5,6
Administrative Assistant	1,2,3,4,5,6
Heavy Equipment Mechanic Supervisor	1,2,3,4,5,6
Road Maintenance Supervisor	1,2,3,4,5,6
Road Account Auditor	1,2,3,4,5,6
Trail Coordinator	1,2,3,4,5,6
Facilities Project Manager	1,2,3,4,5,6

Sheriff/Coroner

Under Sheriff	1,2,3,4,5,6
Captain	1,2,3,4,5,6
Support Commander	1,2,3,4,5,6
Sergeant	1,2,3,4,5,6
Correctional/Shift Supervisor	1,2,3,4,5,6

Executive Assistant	1,2,3,4,5,6
Investigator	1,2,3,4,5,6
Correctional Counselor	1,2,3,4,5,6
Dispatch Supervisor	1,2,3,4,5,6
Lieutenant	1,2,3,4,5,6
Correctional Maintenance Supervisor	1,2,3,4,5,6
Correctional Supervisor/Fleet Manager	1,2,3,4,5,6
<u>Superintendent of Schools</u>	1,2,3,4,5,6
<u>Treasurer/Tax Collector</u> (File per Govt. Code § 87200)	1,2,3,4,5,6
Assistant Treasurer/Tax Collector	1,2,3,4,5,6
Associate Treasurer/Tax Collector	1,2,3,4,5,6
Advisory Committee Appointees (includes all appointees unless a specific committee is identified in APPENDIX A requiring different categories of disclosure)	1,2,3,4,5,6
<u>APPOINTED BOARDS AND COMMISSIONS ***</u>	
* Abandoned Vehicle Abatement Appeals Board (Inactive)	1,2,3,4,5,6
Abandoned Vehicle Abatement Service Authority	1,2,3,4,5,6
Abandoned Vehicle Hearing Board	1,2,3,4,5,6
* Abatement of Dangerous Building Appeals Board (Inactive)	1,2,3,4, 6
Air Pollution Control District Governing Board	1,2,3,4,5,6
* Air Pollution Control District Hearing Board	1,2,3,4,5,6
* Airport Land Use Commission	1,2,3,4,5,6
Architectural Review Committee	1,2,3,4, 6
Assessment Appeals Board	1,2,3,4,5,6
Basin Management Objective (BMO) Groundwater Committee (GWC)	1,2,3,4,5,6
Basin Management Objective (BMO) Technical Advisory Committee (GWC)	1,2,3,4,5,6
Board of Law Library Trustees	1,2,3,4, 6
Building Appeals Board	1,2,3,4, 6
In-Home Supportive Services Advisory Board	1,2,3,4, 6
Indian Gaming Local Community Benefit Committee	1,2,3,4, 6
Historic Building Review Committee	1,2,3,4, 6
Honey Lake Valley Resource Conservation District	1,2,3,4,5,6
Land Conservation Committee	1,2,3,4 6
Lassen County Children & Families Commission	1,2,3,4,5,6
Lassen County Fair Board	1,2,3,4,5,6
Lassen County Fair Advisory Board	1,2,3,4,5,6
* Lassen County General Plan Visioning and Advisory Committee (Inactive)	1,2,3,4,5,6
Lassen County Housing Authority	1,2,3,4,5,6
Lassen County Natural Resources Coordination Council	1,2,3,4,5,6
**Lassen-Modoc Flood Control District Advisory Board	1,2,3,4,5,6
**Lassen-Plumas-Sierra Community Action Agency	1,2,3,4, 6
Lassen Transit Service Agency	1,2,3,4,5,6
Law Library Board Members	1,2,3,4,5,6

Behavioral Health Advisory Board	1,2,3,4, 6
Planning Commission (File per Gov't Code 87200)	1,2,3,4,5,6
* Solid Waste Hearing Panel	1,2,3,4,5,6
Tall Whitetop Control Funding Committee	1,2,3,4,5,6
Technical Advisory Committee	1,2,3,4,5,6
Transit Utilization and Performance Committee	1,2,3,4,5,6
Transportation Commission	1,2,3,4,5,6
Treasury Oversight Committee	1,2,3,4,5,6
Veterans Memorial Building Task Force	1,2,3,4, 6

* For Boards/Commissions that rarely meet: Members must file an assuming office statement within 30 days of the first meeting, and thereafter are subject to filing requirements.

**Lassen County appointees only.

***Executive Director/Officer/Manager of Appointed Boards and Commissions must file even though they are not members.

Consultants:

California Code of Regulations, Title 2, section 18701(a)(2) defines "consultant" as an individual who, pursuant to a contract with a state or local government agency:

- (A) Makes a governmental decision whether to:
 - (i) Approve a rate, rule, or regulation;
 - (ii) Adopt or enforce a law;
 - (iii) Issue, deny suspend, or revoke any permit, license, application, certificate, approval, order or similar authorization or entitlement;
 - (iv) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval;
 - (v) Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract;
 - (vi) Grant agency approval to a plan, design, report, study, or similar item;
 - (vii) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof;

-OR-

- (B) Serves in a staff capacity with the agency and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code.

It is not the business or firm providing services to the County that is considered the consultant. The **individual(s)** working for the firm who provide the services are considered the consultants. These individuals must file statements of economic interests based on their **personal** financial interests and are subject to disqualification and other laws affecting public officials.

The Chief Administrative Officer (CAO) 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 comply fully with the disclosure requirements. 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 CAO'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.

APPENDIX B DISCLOSURE CATEGORIES

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 local government agency.

Persons shall not be required to disclose property used primarily as their residence or for personal recreational purposes.

Category 2

Persons in this category shall disclose all investments.

"Investment" means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest, owned directly, indirectly, or beneficially by the public official, or other filer, or his or her immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000.00). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro-rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly, or beneficially, a ten percent interest or greater. The term "parent, subsidiary or otherwise related business entity" shall be specifically defined by regulations of the commission. (Government Code § 82034.)

Category 3

Persons in this category shall disclose all income received from any source located or doing business within the jurisdiction or expecting to do business within the jurisdiction. Income received from a public agency need not be disclosed.

Category 4

Persons in this category shall disclose all income from and investments in businesses that provide or sell services or supplies of the type associated with job assignment and utilized by the Department.

Category 5

Persons in this category shall disclose all items (including real property) valued over \$460.00 received as a gift, purchased from, or sold to any person applying for or receiving any services from the Department.

Category 6

Persons in this category shall disclose all business positions held in business entities which are located or doing or expecting to do business within the jurisdiction and which business entities may foreseeably be affected materially by any decision made or participated in by the person by virtue of his or her position. "Business Entity" as used herein includes both for-profit and non-profit entities.