

**RESOLUTION NO. 2015-130**

**A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SHASTA  
ADOPTING THE SHASTA COUNTY CONFLICT OF INTEREST CODE  
AND DESIGNATED POSITIONS (EXHIBIT A),  
AND REPEALING RESOLUTION NO. 2013-025**

**WHEREAS**, pursuant to the Political Reform Act of 1974, as amended (Gov. Code, §§81000, *et seq.*), the County of Shasta is required to adopt and promulgate a conflict of interest code; and

**WHEREAS**, Shasta County has incorporated by reference the provisions of Title 2, California Code of Regulations, section 18730 as its Conflict of Interest Code; and

**WHEREAS**, the Shasta County Conflict of Interest Code includes a list of positions entitled: "EXHIBIT 'A' DESIGNATED POSITIONS"; and

**WHEREAS**, from time to time the list of designated positions requires amendment so as to update the titles of positions, add new positions which should be required to file disclosure statements, reevaluate the disclosure categories of various positions, and delete those positions or titles no longer in use; and

**WHEREAS**, the categories of disclosure in "EXHIBIT 'A': DESIGNATED POSITIONS" was amended by Resolution 2013-025 on March 12, 2013; and

**WHEREAS**, the Shasta County Conflict of Interest Code provides for three categories of disclosure in "EXHIBIT 'B' DISCLOSURE CATEGORIES";

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of Shasta hereby incorporates by reference the provisions of Title 2, California Code of Regulations, section 18730, as its Conflict of Interest Code; and

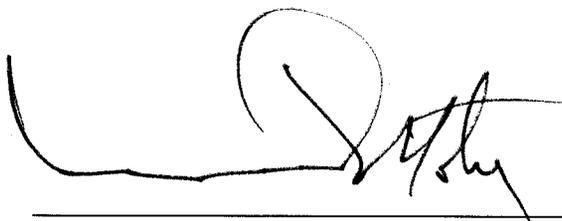
**BE IT FURTHER RESOLVED** that the Board of Supervisors of the County of Shasta hereby adopts "EXHIBIT 'A' DESIGNATED POSITIONS" of the Shasta County Conflict of Interest Code, as amended, to reflect appropriate changes, which are attached and incorporated herein by reference; and

**BE IT FURTHER RESOLVED** that the Board of Supervisors of the County of Shasta hereby adopts "EXHIBIT 'B' DISCLOSURE CATEGORIES," without change, which is attached and incorporated herein by reference; and

**BE IT FURTHER RESOLVED** that the Board of Supervisors of the County of Shasta hereby repeals Resolution No. 2013-025.

**DULY PASSED AND ADOPTED** this 3rd day of November, 2015 by the Board of Supervisors of the County of Shasta by the following vote:

AYES: Supervisors Schappell, Baugh, Kehoe, Moty and Giacomini  
NOES: None  
ABSENT: None  
ABSTAIN: None  
RECUSE: None

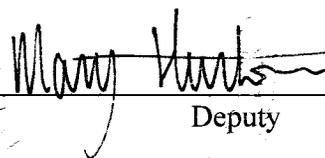


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LEONARD MOTY, CHAIRMAN  
Board of Supervisors  
County of Shasta  
State of California

ATTEST:

LAWRENCE G. LEES  
Clerk of the Board of Supervisors

By: 

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Deputy

# SHASTA COUNTY CONFLICT OF INTEREST CODE

## EXHIBIT "A" DESIGNATED POSITIONS (2015)

Disclosure Category<sup>1</sup>

ACCOUNTANT-AUDITORS, CHIEF FISCAL OFFICERS,  
SENIOR STAFF ANALYSTS, STAFF SERVICES MANAGERS,  
CONSULTANTS, COMMISSIONS, BOARDS, & GRAND JURY:

|  |    |
|--|----|
| Accountant-Auditor I, II, III <sup>2</sup> | II |
| Chief Fiscal Officer <sup>3</sup>          | I  |
| Senior Staff Analyst <sup>4</sup>          | I  |
| Staff Services Manager <sup>5</sup>        | I  |
| Consultant <sup>6</sup>                    | I  |
| Member, Airport Land Use Commission        | I  |

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<sup>1</sup> Disclosure Categories are described in Exhibit "B."

<sup>2</sup> All persons occupying the position of Accountant-Auditor I, II, or III, regardless of the County Department where employed, are in Disclosure Category II.

<sup>3</sup> All persons occupying the position of Chief Fiscal Officer, regardless of the County Department where employed, are in Disclosure Category I.

<sup>4</sup> All persons occupying the position of Senior Staff Analyst, regardless of the County Department where employed, are in Disclosure Category I.

<sup>5</sup> All persons occupying the position of Staff Services Manager, regardless of the County Department where employed, are in Disclosure Category I.

<sup>6</sup> Consultants are, as a general rule, subject to Disclosure Category I. However, County Counsel may determine in writing that a particular Consultant is not required to fully comply with the disclosure requirement of Disclosure Category I. (See Exhibit "B," Disclosure Category I.)

Disclosure Category

|   |     |
|---|-----|
| Member, Assessment Appeals Board          | I   |
| Member, Grand Jury                        | III |
| Member, Local Community Benefit Committee | I   |
| Member, Community Action Board            | I   |

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES:

|   |    |
|---|----|
| Agricultural Commissioner and Sealer of Weights and Measures    | I  |
| Deputy Agricultural Commissioner/Sealer of Weights and Measures | I  |
| Agricultural and Standards Investigator I, II, III              | I  |
| Agricultural and Standards Program Assistant I, II              | II |
| Agricultural and Standards Program Associate                    | II |

ASSESSOR-RECORDER:

|  |   |
|--|---|
| Assessor-Recorder                          | I |
| Deputy Assessor/Recorder-Administration    | I |
| Deputy Assessor/Recorder-Valuation         | I |
| Senior Supervising Real Property Appraiser | I |
| Senior Specialist Real Property Appraiser  | I |
| Real Property Appraisers I, II, III        | I |
| Senior Supervising Auditor Appraiser       | I |
| Auditor Appraisers I, II, III              | I |

AUDITOR/CONTROLLER:

|                              |   |
|------------------------------|---|
| Auditor-Controller           | I |
| Assistant Auditor-Controller | I |
| Managing Accountant Auditor  | I |
| Chief Deputy Auditor         | I |

CHILD SUPPORT SERVICES:

|  |   |
|--|---|
| Director of Child Support Services           | I |
| Assistant Director of Child Support Services | I |
| Child Support Program Manager                | I |
| Chief Child Support Attorney                 | I |
| Child Support Attorney I, II, III            | I |

Disclosure Category

COUNTY ADMINISTRATIVE OFFICE:

Administrative Analyst I, II, Senior, Principal I  
Administrative Fiscal Chief I

COUNTY CLERK/REGISTRAR OF VOTERS:

County Clerk/Registrar of Voters I  
Assistant County Clerk/Registrar of Voters I

COUNTY COUNSEL:

Assistant County Counsel I  
Senior Deputy County Counsel I  
Deputy County Counsel I, II, III I

COUNTY FIRE:

Fire Warden I

DISTRICT ATTORNEY:

Chief Deputy District Attorney I  
Senior Deputy District Attorney I  
Deputy District Attorney I, II, III I  
Chief District Attorney's Investigator I  
Victim Coordinator I

HEALTH AND HUMAN SERVICES AGENCY:

Health and Human Services Agency Director I  
Health and Human Services Agency Deputy Branch Director I  
Health and Human Services Agency Branch Director I  
Health and Human Services Agency Program Manager I  
Mental Health Business Office Supervisor I  
Chief of Psychiatry II  
Alcohol and Drug Program Administrator II  
Clinical Division Chief II  
Health Officer I  
Deputy Health Officer I  
Public Health Program and Policy Analyst I  
Public Health Program Manager I  
Program Manager I, II II  
Senior Staff Services Analyst I  
Staff Services Manager I  
Supervising Accountant I

Disclosure Category

HOUSING AUTHORITY/COMMUNITY ACTION AGENCY:

|   |     |
|---|-----|
| Director of Housing and Community Action Programs | I   |
| Housing and Community Programs Specialist I, II   | I   |
| Housing Rehabilitation Specialist I, II           | III |
| Housing Assistance Coordinator                    | I   |
| Housing Supervisor                                | I   |

INFORMATION TECHNOLOGY:

|   |    |
|---|----|
| Chief Information Officer                 | I  |
| Deputy Director of Information Technology | I  |
| Information Technology Supervisor         | II |
| Information Technology Services Manager   | I  |

PROBATION:

|                                   |    |
|-----------------------------------|----|
| Chief Probation Officer           | I  |
| Assistant Chief Probation Officer | I  |
| Probation Division Director       | II |

PUBLIC DEFENDER:

|                                    |   |
|------------------------------------|---|
| Public Defender                    | I |
| Assistant Public Defender          | I |
| Senior Deputy Public Defender      | I |
| Deputy Public Defender I, II, III  | I |
| Chief Public Defender Investigator | I |

PUBLIC WORKS:

|  |    |
|--|----|
| Public Works Director                      | I  |
| Deputy Public Works Director - Engineering | I  |
| Supervising Engineer                       | II |
| County Real Property/Right-of-Way Agent    | I  |
| Facilities Manager                         | I  |
| Fleet Management Supervisor                | I  |

Disclosure Category

RESOURCE MANAGEMENT:

|   |   |
|---|---|
| Director of Resource Management                     | I |
| Assistant Director of Resource Management           | I |
| Administration/Community Education Division Manager | I |
| Environmental Health Division Manager               | I |
| Senior Environmental Health Specialist              | I |
| Environmental Health Specialist                     | I |
| Environmental Health Specialist Trainee             | I |
| Waste Management Specialist                         | I |
| Community Education Specialist I, II                | I |
| Air Quality District Manager                        | I |
| Senior Air Pollution Inspector                      | I |
| Air Pollution Inspector I, II                       | I |
| Associate Planner                                   | I |
| Assistant Planner                                   | I |
| Senior Planner                                      | I |
| Building Division Manager                           | I |
| Building Inspector I, II, III                       | I |
| Agency Staff Services Analyst                       | I |

SHERIFF/CORONER:

|   |    |
|---|----|
| Sheriff-Coroner (Emergency Services Director) | I  |
| Undersheriff                                  | I  |
| Captain                                       | II |
| Lieutenant                                    | II |
| Sheriff's Program Manager                     | II |
| Correctional Plant Manager                    | II |

SUPPORT SERVICES:

|  |    |
|--|----|
| Director of Support Services                     | I  |
| Assistant Director of Support Services           | I  |
| Personnel Analyst I, II, III                     | II |
| Risk Management Analyst I, II, III               | I  |
| Workers' Compensation Analyst I, II, III         | I  |
| Workers' Compensation Adjuster I/II-Confidential | I  |
| Agency Staff Services Analyst I/II-Confidential  | I  |

TREASURER/TAX COLLECTOR/PUBLIC ADMINISTRATOR:

|                             |   |
|-----------------------------|---|
| Deputy Public Administrator | I |
|-----------------------------|---|

VETERANS' SERVICES:

Veterans' Service Officer

I

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**NOTE:**

**The following positions are not designated by the County of Shasta Conflict of Interest Code because they are subject to Article 2, Chapter 7, Title 9 (commencing with Section 87200) of the Government Code and file Statements of Economic Interests with the Shasta County Clerk.**

Member of the Board of Supervisors

County Executive Officer

County Counsel

District Attorney

Planning Commissioner

Treasurer-Tax Collector/Public Administrator

Chief Deputy Treasurer-Tax Collector-Treasurer/Public Administrator

Chief Deputy Treasurer-Tax Collector/Collections

## SHASTA COUNTY CONFLICT OF INTEREST CODE

### EXHIBIT "B" DISCLOSURE CATEGORIES (2015)

- I. A person in a Disclosure Category I designated position shall complete all schedules of FPPC Form 700 as may be applicable to that person.

Consultants shall disclose pursuant to this disclosure category subject to the following limitation:

The county counsel 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 of this Disclosure Category I. 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. The county counsel'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.

- II. A Person in a Disclosure Category II designated position shall report any reportable interests in the following:

- (a) Investments;
- (b) Personal Income;
- (c) Income from a business entity, including income from a sole proprietorship;
- (d) Management positions.

The above sources of income and management positions are reportable if the source of income or activity of a business entity from which income is received or in which a management position is held, is located in Shasta County or is doing business or is planning to do business in Shasta County within two years prior to the end of the last calendar year.

- III. A person in a Disclosure Category III designated position shall report any reportable interests in the following:

- (a) Interest in real property;
- (b) Investments and business positions held in business entities which have done business with the county government in the previous two years;
- (c) Income from business entities which have done business with the county government in the previous two years; and
- (d) Income from individuals who are county employees.