

2020 Local Agency Biennial Notice

Name of Agency: Lassen County Children & Families Commission
Mailing Address: PO Box 270826, Susanville CA 96127
Contact Person: Tim Clark Phone No. 2096796396
Email: first5lassened@gmail.com Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (check one BOX):

☒ **An amendment is required. The following amendments are necessary:**

(Check all that apply.)

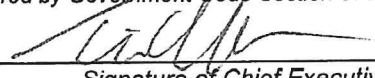
- ☐ Include new positions
- ☐ Revise disclosure categories
- ☐ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☒ Other (describe) updated sections 2.6 and 11

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

10/8/2020

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2020**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPCC.

RESOLUTION NO. 2

**A RESOLUTION OF THE LASSEN COUNTY CHILDREN AND FAMILIES FIRST
COMMISSION ADOPTING A NEW CONFLICT OF INTEREST CODE**

WHEREAS, The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of Lassen County Children and Families First Commission.

WHEREAS, Individuals who thereafter hold one of the designated positions, including designated consultants, shall file their statements of economic interests with the Lassen County Clerk of the Board of Supervisors, who will retain them and make them available for public inspection and reproduction (Gov. Code Sec. 81008).

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. All previous conflict of interest policies of the Lassen County Children and Families First Commission are hereby rescinded and replaced with this one.
2. That the foregoing recitals are true and correct.
3. The terms and provisions of California Code of Regulations, Title 2, section 18730 and any amendments thereto, duly adopted by the Fair Political Practices Commission, along with the attached Appendices in which officers, employees, and consultants are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the Lassen County Children's and Families First Commission.
4. Designated positions shall file statements of economic interests for each assigned disclosure category with the Lassen County Clerk annually during the month of March. The Lassen County Clerk shall make the statements available for public inspection and reproduction when appropriate pursuant to Government Code section 81008.
5. Consultants are also subject to the disclosure requirements of this Conflict of Interest Code if they are in a position to make decisions or influence decisions that could have an effect on their financial interest. See Appendix A.

The foregoing resolution was adopted at a regular meeting of the Lassen County Children and Families First Commission, California, held on the 1st day of October,


2020 by the following vote:

AYES: Wendy Blackmon, Wendy Jacobs, Michelle Godman, Ronda Hall, Barbara Longo and Phoebe Freeman

NOES: None

ABSENT: Mae Sherman, Mary Ann Murin and David Teeter

ABSTAIN: None



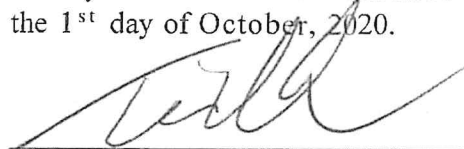
MS WENDY BLACKMON
VICE CHAIRWOMAN OF LASSEN FIRST 5

ATTEST:

Executive Director of Lassen First 5

By Tim Clark

I, , Executive Director of the Lassen County Children and Families First Commission, do hereby certify that the foregoing resolution was adopted by the Lassen County Children and Families First Commission at a regular meeting thereof held on the 1st day of October, 2020.



Executive Director of Lassen First 5

RESOLUTION NO.:

APPENDIX A

DESIGNATED POSITIONS AND DISCLOSURE CATEGORY BY DEPARTMENT

<u>POSITION</u>	<u>DISCLOSURE CATEGORY</u>
Commissioner	1,2,3,6
Staff Advisor	1,2,3,6
Legal Counsel	1,2,3,6
Consultant	1,2,3,6

Staff Advisor

The Executive Director and any other person who acts as staff to the Commission and who makes or participates in making Commission decisions.

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 Chairman of the Lassen County Children and Families First Commission 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 Chairman'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 \$500.00 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.