



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Submitted on:
(COB Stamp)

Department Name: County Counsel
Department No.: 0710
Agenda Date: August 19, 2025
Placement: Administrative Agenda
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Rachel Van Mullem, County Counsel
Contact: Bo Bae, Senior Deputy County Counsel
SUBJECT: **Proposed Conflict of Interest Code of the Santa Barbara County Schools Self-Insurance Program for Employees**

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Approve the proposed conflict of interest code of the Santa Barbara County Schools Self-Insurance Program for Employees as submitted; and
- b) Determine that the above-recommended action is not a project that is subject to environmental review under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15378(b)(5), finding that the action consists of an administrative activity of the government that will not result in direct or indirect physical changes in the environment.

Summary Text:

The Santa Barbara County Schools Self-Insurance Program for Employees submits its proposed conflict of interest code to the Board of Supervisors for approval.

Discussion:

The Board of Supervisors is designated as the code reviewing body of the conflict of interest code of any local government agency other than a city agency with jurisdiction wholly within the county.

The Board of Supervisors must take one of the following actions after a local government agency submits its proposed conflict of interest code or amendments to the Board: approve the proposed

code as submitted, revise the proposed code and approve of it as revised, or return the proposed code to the local government agency for revision and resubmission within 60 days.

When the Board of Supervisors approves of the local government agency's proposed conflict of interest code or amendments, the proposed code is deemed adopted, and the local government agency must promulgate the code.

Background:

The Political Reform Act of 1974 requires every agency to adopt and promulgate a conflict of interest code setting forth disclosure and disqualification requirements of designated positions, review its code for changes necessitated by changed circumstances biennially, and submit its proposed code or amendments to the code reviewing body. (Gov. Code, § 81000 et seq.)

The Santa Barbara County Schools Self-Insurance Program for Employees adopted its conflict of interest code on May 19, 2025.

Special Instructions:

Please send a copy of the minute order to the Santa Barbara County Schools Self-Insurance Program for Employees and Senior Deputy County Counsel Bo Bae.

Attachments:

Attachment A—2024 Local Agency Biennial Notice

Attachment B—May 19, 2025, Minutes of the Board of Directors

Attachment C—Conflict of Interest Code, Final Version

Contact Information:

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Senior Deputy County Counsel
(805) 568-2950

cc:

Santa Barbara County Schools Self-Insurance Program for Employees