



## **Santa Barbara County Schools Self-Insurance Program for Employees Conflict of Interest Code**

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 the **Santa Barbara County Schools Self-Insurance Program for Employees (Authority)**.

Designated employees may file their statements online using eDisclosure, which will submit the Form 700 to the County Clerk, Recorder and Assessor. Statements will be made available for public inspection and reproduction (Gov Code Section 81008). The Authority's filing official can give you access.

Designated employees who file using a paper Form 700 shall file with the Code Agency. Upon receipt of the Statement filed by the designated employee, a copy shall be retained with the Code Agency and the original shall be forwarded to the County Clerk, Recorder and Assessor.

## APPENDIX A DESIGNATED POSITIONS

<i>Designated Positions</i>	<i>Assigned Disclosure Categories</i>
Program Administrator	1-3
Fiscal Agent	1-3
Risk & Loss Control Manager	1-3
Workers' Compensation Claims Manager	1-3
General Counsel	1-3
Consultants (except for investment consultants) and new positions	*

**NOTE:** The positions listed above are employees of various vendors who are under contract with the Authority. Neither the vendors nor the persons filling the positions are employees of the Authority, but act in a staff capacity for the Authority.

\* The Fiscal Agent may determine in writing that a particular consultant or new position, 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 or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Fiscal Agent'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 (Gov. Code Sec. 81008).

### **Officials Who Manage Public Investments:**

It has been determined that the positions listed below manage public investments and will file a statement of economic interests pursuant to Government Code Section 87200.

1. Director Members (Voting Director) of the Governing Board
2. Alternate Members of the Governing Board

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

## **APPENDIX B**

### **DISCLOSURE CATEGORIES**

- CATEGORY 1:** Persons in this category shall report investments, business positions in business entities, and sources of income, including receipt of gifts, loans, and travel payments from, entities of the type to contract with the Authority to provide services, supplies, materials, or equipment.
- CATEGORY 2:** Persons in this category shall report investments, business positions in business entities, and sources of income, including receipt of gifts, loans, and travel payments from, entities that are insurance companies, carriers, holding companies, underwriters, agents, solicitors, or brokers.
- CATEGORY 3:** Persons in this category shall report investments, business positions in business entities, and sources of income, including receipt of gifts, loans, and travel payments from, entities that have filed a claim or have a claim pending against the Authority within the previous two years.