2014 Local Agency Biennial Notice

Name of Agency: Carpinteria - Summerland Fire Protection District
Mailing Address: 1140 Eugenia Pl., Ste A Carpinteria, CA 93013
Contact Person: Joyce Reed Phone No: (805) 566-2455
E-Mail: J. reed @ CSFD. Net
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):
Include new positions (including consultants) that must be designated
e✓ Revise disclosure categories
Revise the titles of existing positions
Delete positions that no longer make or participate in making governmental decisions
Other (describe)
No amendment is required. (If your code is more than five years old, amendments may be necessary.)
Verification
This agency's conflict of interest code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in rear property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions. The code includes all other provisions required by Government Code Section 87302.
Signature of Chief Executive Officer Date
Complete and return this paties are alless of least the second se

Complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2014**, or by the date specified by your agency, if earlier, to: (PLACE RETURN ADDRESS OF THE CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC

RESOLUTION NO. 2014-08

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Carpinteria-Summerland Fire Protection District (the "District") and requires all public agencies to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Board of Directors adopted a Conflict of Interest Code (the "Code") which was amended on March 16, 2004, in compliance with the Act; and

WHEREAS, subsequent changed circumstances within the District have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the District's Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the District being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board of Directors of, the proposed amended Code was provided each affected designated employee and publicly posted for review at the offices of the District; and

WHEREAS, a public meeting was held upon the proposed amended Code at a regular meeting of the Board of Directors on October 21, 2014, at which all present were given an opportunity to be heard on the proposed amended Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carpinteria-Summerland Fire Protection District, that the Board of Directors does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Executive Assistant and available to the public for inspection and copying during regular business hours;

BE IT FURTHER RESOLVED that the said amended Conflict of Interest Code shall be submitted to the Board of Supervisors of the County of Santa Barbara for approval and said Code shall become effective immediately after the Board of Supervisors approves the proposed amended Code as submitted.

APPROVED AND ADOPTED this 21st day of October, 2014.

President, Board of Directors CARPINPERIA-SUMMERLAND

FIRE PROTECTION DISTRICT

ATTEST:

Secretary, Board of Directors CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

(SHOWS CHANGES MADE)

CONFLICT OF INTEREST CODE

OF THE

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

CONFLICT OF INTEREST CODE OF THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

(Amended October 21, 2014)

The Political Reform Act (Gov_ernment 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 2 Cal. Code of Regs. Section 18730 which 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 Section 18730 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 incorporation page, regulation 18730 (attached) and the attached Appendix designating officials and employeespositions and establishing disclosure categories, shall constitute the conflict of interest code of the Carpinteria-Summerland Fire Protection District (the "District").

All Oofficials and designated positions required to submit a statement of economic interests shall file their statements with the Executive Assistant, the District's Filing Officer. The Filing OfficerExecutive Assistant shall make and retain a copy of all statements filed by the Members of the Board of Directors and the Fire Chief, and forward the originals of such statements to the Santa Barbara County Elections Office. The Filing OfficerExecutive Assistant shall retain the originals of the statements of filed by all other Designated Employeespositions. The Filing Officer_and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code Section 81008).

APPENDIX

CONFLICT OF INTEREST CODE OF THE

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

(Amended March 16, 2004 October 21, 2014¹)

EXHIBIT PART "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701(b), are NOT subject to the District's Code, but are subject to the disclosure requirements of the Act. (must file disclosure statements under Government Code Section 87200 et seq.). [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments²:

Financial Consultants

Titles Updated September 2008

Individuals holding one of the above-listed positions may contact the <u>FPPC Fair Political Practices Commission</u> for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The <u>FPPC Fair Political Practices Commission</u> makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

DISCLOSURE CATEGORIES DESIGNATED EMPLOYEES'POSITIONS' **ASSIGNED** TITLE OR FUNCTION Administrative Assistant/Financial Officer Administrative Assistant/Finance and Public Information 64 **Battalion Chief** 64 5 **Executive Assistant** 1.2 Fire Chief 1, 2 General Counsel **7**5 Fire Prevention Officer 1,2 Members of the Board of Directors

Consultants and New Positions3

Consultants shall be included in the list of Designated Employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation: Individuals serving as a consultant as defined in FPPC Regs 18701 or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The Fire Chief (Manager) may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are 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 duties and, based upon that description, a statement of the extent of disclosure requirements. The Fire Chief'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. The Fire Chief (Manager) may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code § 82019; FPPC Regs 18219 and 18734.) The Fire Chief'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 § 81008.)

EXHIBIT PART "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income, including gifts, loans and travel payments, or real property whicheconomic interests that the Delesignated Employee—position must disclose for each disclosure category to which he or she is assigned. Such economic interests are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

<u>Category 1</u>: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, located in, that do business in or own real property within the jurisdiction of the District.

<u>Category 2</u>: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

<u>Category 3</u>: All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District, plan to engage in such activities within the jurisdiction of the District within the next year, or have engaged in such activities within the jurisdiction of the District within the past two (2) years.

<u>Category 4</u>: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.

<u>Category 53</u>: All investments and business positions in <u>business entities</u>, and sources of income, <u>including gifts</u>, <u>loans and travel payments</u>, <u>from</u>, <u>business entities</u>—that provide services, <u>suppliesproducts</u>, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

<u>Category 64</u>: All investments and business positions in <u>business entities</u>, and sources of income, <u>including gifts</u>, <u>loans and travel payments</u>, <u>from</u>, <u>business entities</u>—that provide services, <u>suppliesproducts</u>, materials, machinery, vehicles or equipment of a type purchased or leased by the <u>Ddesignated Employee's position's Ddepartment, unit or division</u>.

<u>Category 75</u>: All investments and business positions in <u>business entities</u>, and sources of income, <u>including gifts</u>, <u>loans and travel payments</u>, <u>from</u>, <u>business entities</u>—subject to the regulatory, permit, or licensing authority of the <u>Dd</u>esignated

This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions of the position. (Reg. 18730.1)

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Employee's position's Ddepartment, unit or division, will be subject to such authority within the next year, or have been subject to such authority within the past two (2) years.



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October 23, 2014

Michael Allen Chief Deputy Clerk of the Board County of Santa Barbara 105 E. Anapamu Street, Rm 407 Santa Barbara, CA 93101

Re:

Carpinteria-Summerland Fire Protection District – Amendment of the Conflict of Interest Code and Request for Notice

Dear Michael:

Enclosed for review and approval by the Santa Barbara County Board of Supervisors is the amended Conflict of Interest Code of the Carpinteria-Summerland Fire Protection District (the "District"). The amended Code was adopted by the District Board of Directors by Resolution 2014-08 on October 21, 2014. As you can see by the enclosed legislative version of the Code, this amendment was done to add a new position that must be designated, revise titles of existing positions, revise disclosure categories and to include clarifying language as provided by the Fair Political Practices Commission.

The District hereby requests approval by the Santa Barbara County Board of Supervisors of these amendments to the District's Conflict of Interest Code. Please let me know when this amendment is submitted to the Board for approval. I would also appreciate it if you would send me a copy of the Board's Resolution or Minute Order of approval.



BEST BEST & KRIEGER 3

ATTORNEYS AT LAW

Michael Allen Chief Deputy Clerk of the Board County of Santa Barbara October 23, 2014 Page 2

As always, please feel free to call or e-mail me if you or County Counsel have any questions regarding the enclosed.

Sincerely,

Dianna Marie Valdez
Conflicts of Interests & Ethics Coordinator
for BEST BEST & KRIEGER LLP
Special Counsel
Carpinteria-Summerland
Fire Protection District

Encls:

Amended Conflict of Interest Code and Adopting Resolution Legislative Version of the amended Code

CONFLICT OF INTEREST CODE

OF THE

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

CONFLICT OF INTEREST CODE OF THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

(Amended October 21, 2014)

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted 2 Cal. Code of Regs. section 18730 which 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 Section 18730 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 incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Carpinteria-Summerland Fire Protection District (the "District").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Executive Assistant**, the District's Filing Officer. The **Executive Assistant** shall make and retain a copy of all statements filed by the Members of the Board of Directors and the Fire Chief, and forward the originals of such statements to the Santa Barbara County Elections Office. The **Executive Assistant** shall retain the original of the statements filed by all other designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code Section 81008.)

APPENDIX

CONFLICT OF INTEREST CODE OF THE

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

(Amended October 21, 2014)

PART "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701(b), are NOT subject to the District's Code, but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments¹:

Financial Consultants

Individuals 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 § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

DESIGNATED POSITIONS' TITLE OR FUNCTION

DISCLOSURE CATEGORIES ASSIGNED

Administrative Assistant/Finance and Public Information	4
Battalion Chief	4
Executive Assistant	5
Fire Chief	1, 2
Fire Prevention Officer	5
General Counsel	1, 2
Members of the Board of Directors	1, 2

Consultants and New Positions²

Individuals serving as a consultant as defined in FPPC Regs 18701 or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The Fire Chief (Manager) may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code § 82019; FPPC Regs 18219 and 18734.) The Fire Chief'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 § 81008.)

PART "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.⁴ Such economic interests are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

<u>Category 1</u>: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that do business in or own real property within the jurisdiction of the District.

<u>Category 2</u>: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

<u>Category 3</u>: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

<u>Category 4</u>: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

<u>Category 5</u>: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, subject to the regulatory, permit, or licensing authority of the designated position's department, unit or division, will be subject to such authority within the next year, or have been subject to such authority within the past two (2) years.

This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions of the position. (Reg. 18730.1)

RESOLUTION NO. 2014-08

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Carpinteria-Summerland Fire Protection District (the "District") and requires all public agencies to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Board of Directors adopted a Conflict of Interest Code (the "Code") which was amended on March 16, 2004, in compliance with the Act; and

WHEREAS, subsequent changed circumstances within the District have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the District's Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the District being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board of Directors of, the proposed amended Code was provided each affected designated employee and publicly posted for review at the offices of the District; and

WHEREAS, a public meeting was held upon the proposed amended Code at a regular meeting of the Board of Directors on October 21, 2014, at which all present were given an opportunity to be heard on the proposed amended Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carpinteria-Summerland Fire Protection District, that the Board of Directors does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Executive Assistant and available to the public for inspection and copying during regular business hours;

BE IT FURTHER RESOLVED that the said amended Conflict of Interest Code shall be submitted to the Board of Supervisors of the County of Santa Barbara for approval and said Code shall become effective immediately after the Board of Supervisors approves the proposed amended Code as submitted.

APPROVED AND ADOPTED this 21st day of October, 2014.

President, Board of Directors
CARPINTERIA-SUMMERLAND
FIRE PROTECTION DISTRICT

ATTEST:

Secretary, Board of Directors CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

LEGISLATIVE VERSION (SHOWS CHANGES MADE)

CONFLICT OF INTEREST CODE

OF THE

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

CONFLICT OF INTEREST CODE OF THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

(Amended October 21, 2014)

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APPENDIX

OF THE

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

(Amended March 16, 2004 October 21, 2014¹)

EXHIBIT PART "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18701(b), are NOT subject to the District's Code, but are subject to the disclosure requirements of the Act. (must file disclosure statements under Government Code Section 87200 et seq.). [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments²:

Financial Consultants

¹- Titles Updated September 2008

Individuals holding one of the above-listed positions may contact the <u>FPPC Fair Political Practices Commission</u> for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The <u>FPPC Fair Political Practices Commission</u> makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

DESIGNATED <u>EMPLOYEES'POSITIONS'</u> <u>TITLE OR FUNCTION</u>

DISCLOSURE CATEGORIES ASSIGNED

Administrative Assistant/Financial Officer Administrative Assistant/Finance and Public Information	<u>64</u>
Battalion Chief	6 <u>4</u>
Executive Assistant	<u>5</u>
Fire Chief	1, 2
General Counsel	1, 2
Fire Prevention Officer	7 <u>5</u>
Members of the Board of Directors	1.2

Consultants and New Positions³

Consultants shall be included in the list of Designated Employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation: Individuals serving as a consultant as defined in FPPC Regs 18701 or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The Fire Chief (Manager) may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are 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 duties and, based upon that description, a statement of the extent of disclosure requirements. The Fire Chief'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. The Fire Chief (Manager) may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code § 82019; FPPC Regs 18219 and 18734.) The Fire Chief'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 § 81008.)

EXHIBIT PART "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income, including gifts, loans and travel payments, or real property which economic interests that the Delesignated Employee position must disclose for each disclosure category to which he or she is assigned. Such economic interests are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

<u>Category 1</u>: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, located in, that do business in or own real property within the jurisdiction of the District.

<u>Category 2</u>: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

<u>Category 3</u>: All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District, plan to engage in such activities within the jurisdiction of the District within the next year, or have engaged in such activities within the jurisdiction of the District within the past two (2) years.

<u>Category 4</u>: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.

<u>Category 53</u>: All investments and business positions in <u>business entities</u>, and sources of income, <u>including gifts</u>, <u>loans and travel payments</u>, <u>from</u>, <u>business entities</u> that provide services, <u>supplies products</u>, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

<u>Category 64</u>: All investments and business positions in <u>business entities</u>, and sources of income, <u>including gifts</u>, <u>loans and travel payments</u>, <u>from</u>, <u>business entities</u> that provide services, <u>supplies products</u>, materials, machinery, vehicles or equipment of a type purchased or leased by the <u>Ddesignated Employee's position's Ddepartment, unit or division</u>.

<u>Category 75</u>: All investments and business positions in <u>business entities</u>, and sources of income, <u>including gifts</u>, <u>loans and travel payments</u>, <u>from</u>, <u>business entities</u> subject to the regulatory, permit, or licensing authority of the <u>Ddesignated</u>

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This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions of the position. (Reg. 18730.1)

Employee's position's Department, unit or division, will be subject to such authority within the next year, or have been subject to such authority within the past two (2) years.