



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 7/9/2024

To: Board of Supervisors

Department or Agency Name(s): County Counsel

Staff Name and Phone Number: Kristin Horrell, Deputy County Counsel (707) 565-2421

Vote Requirement: Majority

Supervisorial District(s): All

Title:

Conflict of Interest Code Update for Sonoma County Office of Education and Wright Elementary School District

Recommended Action:

Adopt the resolutions revising the Conflict of Interest Codes for the Sonoma County Office of Education and Wright Elementary School District.

Executive Summary:

This action makes revisions to the Conflict of Interest Codes (COIC) for the Sonoma County Office of Education (SCOE) and the Wright Elementary School District (WESD). Conflict of Interest Codes are governed by state law, codified in California Government Code section 87300, et. seq. and is a process to protect the public's interest in ensuring government employees are not making decisions to promote their own financial interests. COICs must be amended when necessitated by changed circumstances, which SCOE and WESD have determined there are. Because SCOE and WESD are located wholly within the jurisdiction of the county, the Board of Supervisors is the code reviewing body who must approve the COICs for the amendments to be effective.

Discussion:

California Government code section 87302 requires that each local agency adopt a COIC identifying (1) those positions in which officers or employees make decisions affecting government spending ("designated employees"), and (2) the types of personal interests which could be affected by those decisions ("disclosure categories").

California Government Code section 87306 requires that a COIC be amended when necessitated by changed circumstances. Both SCOE and WESD have determined that changed circumstances requires a change to their respective COICs and the requested amendments are as follows:

Sonoma County Office of Education

-Added one Designated Employee

Wright Elementary School District

-Updated reporting requirements for both Disclosure Category 1 and 2

-Updated Disclosure Categories of certain Designated Employees

-Removed two Designated Employees

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Both COIC amendments have been approved by the local agencies and are being submitted to the Board of Supervisors as the Code Reviewing Body for approval. Both SCOE and WESD have been notified that the Board would consider this matter today.

County Counsel has reviewed these changes, and the codes as submitted appear to comply with the requirements of the Political Reform Act. The recommendation is therefore that the Board adopt the resolutions revising the COICs.

Strategic Plan:

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

2023 - Last amendment to SCOE and WESD COICs.

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

This item has no fiscal impact and is administrative in nature.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

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Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Resolution Amending the SCOE Conflict of Interest Code

Resolution Amending the WESD Conflict of Interest Code

Related Items “On File” with the Clerk of the Board:

N/A