Legislation Details (With Text)

File #:	2022-1348		
Type:	Consent Calendar Item	**Status:**	Passed
File created:	11/14/2022	**In control:**	County Counsel
On agenda:	1/24/2023	**Final action:**	1/24/2023
Title:	County of Sonoma Conflict of Interest Code Update		
Sponsors:	County Counsel, County Administrator		
Indexes:			
Attachments:	1. Summary Report.pdf, 2. Resolution.pdf, 3. Appendix A.pdf, 4. Appendix B.pdf		

Date	Ver.	Action By	Action	Result
1/24/2023	1	Board of Supervisors	Approved as recommended	Pass

To: Board of Supervisors
Department or Agency Name(s): County Counsel and County Administrators Office
Staff Name and Phone Number: Kristin Horrell, Deputy County Counsel (707) 565-2421
Vote Requirement: Majority
Supervisorial District(s): Countywide

Title:
County of Sonoma Conflict of Interest Code Update

Recommended Action:
Adopt the resolution revising the conflict of interest code for the County of Sonoma.

Executive Summary:
This recommended action revises the County of Sonoma's own Conflict of Interest Code. This is a process to protect the public's interest in ensuring government employees are not making decisions to promote their own financial interests. Pursuant to state law, every two years County departments review positions that are listed as having authority to impact spending and recommend changes.

Discussion:
This agenda package relates to the County of Sonoma's own Conflict of Interest Code ("code").

State law requires that each local agency adopt a conflict of interest code 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").

State law also requires that every even numbered year, each local agency review its code and determine whether any changes should be made. By July 1, 2022, the Clerk of the Board contacted all Department Filing Officers and requested that Department Heads review the list of designated employees within their department. Departments have suggested certain changes to reflect positions added, title and responsibility changes, and positions deleted. County Counsel has reviewed and approved these changes.

The County of Sonoma has added three new department codes during this biennial update. These additions are for the Independent Office of Law Enforcement Outreach (IOLERO) and the Office of Equity (OoE). Additionally, two existing County departments, General Services Department (GSD) and Transportation and Public Works (TPW), were consolidated into the Public Infrastructure department. Accordingly, the codes for GSD and TPW and will cease to exist and the code for Public Infrastructure Department is being included in this update.

Specific revisions to each department's list of designated employees are as follows:

Agricultural Commissioner/Sealer of Weights And Measures: Revise the titles of existing positions that make or participate in making governmental decisions.

Auditor-Controller-Treasurer-Tax Collector: Include new positions that make or participate in making governmental decisions and revised the titles of existing positions.

BOS/CAO: Include new positions that make or participate in making governmental decisions.

Clerk-Recorder-Assessor: Include new positions, revise the titles of existing positions and delete the titles of positions that no longer exist, are no longer allocated in the department, or no longer make or participate in making governmental decisions.

Department of Child Support Services: Include new positions that make or participate in making governmental decisions.

Department of Emergency Management: Include new positions that make or participate in making governmental decisions.

Department of Health Services: Delete the titles of position that no longer exist, are no longer allocated in the department, or no longer make or participate in making governmental decisions.

District Attorney: Include new positions that make or participate in making governmental decisions and deleted the titles of position that no longer exist, are no longer allocated in the department, or no longer make or participate in making governmental decisions.

Economic Development Board: Include new positions that make or participate in making governmental decisions.

General Services: Consolidated into Public Infrastructure department.

Human Resources: Include new positions that make or participate in making governmental decisions and revised the titles of existing positions.

IOLERO: Adopt new conflict of interest code.

OFFICE OF EQUITY: Adopt new conflict of interest code.

Permit Sonoma: Included new positions that make or participate in making governmental decisions and revised the titles of existing positions.

Public Defender: Updated to include incorporation section into code.

Public Infrastructure: Adopt new conflict of interest code.

Regional Parks: Included new positions that make or participate in making governmental decisions.

Sheriff's Office/Coroner: Included new positions that make or participate in making governmental decisions and deleted the titles of position that no longer exist, are no longer allocated in the department, or no longer make or participate in making governmental decisions.

Transportation and Public Works: Consolidated into Public Infrastructure department.

Strategic Plan:
N/A

Prior Board Actions:
Biannually, last in 2021: Approved Conflict of Interest Code amendments for various agencies.

FISCAL SUMMARY

Expenditures	**FY 22-23 Adopted**	**FY23-24 Projected**	**FY 24-25 Projected**
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures	**n/a**	**n/a**	**n/a**
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:
The action is administrative in nature; no budgetary impacts are associated with this item.

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

Narrative Explanation of Staffing Impacts (If Required):
None

Attachments:
Resolution with Appendices A and B

Related Items "On File" with the Clerk of the Board:
None