

**CONFLICT OF INTEREST CODE FOR
THE COUNTY OF YUBA
(2010)**

The Political Reform Act, Government Code Sections 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, which contains the terms of a standard conflict of interest code. The regulation can be incorporated by reference and may be amended by the Fair Political Practices Commission, after public notice and hearings, to conform to amendments to the Political Reform Act. Therefore, the terms of 2 California Code of Regulations, Section 18730, and any amendments thereto duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference and, along with the attached Appendices in which officers, employees and consultants are designated and disclosure categories are set forth, constitute the conflict of interest code of the County of Yuba.

Recognizing that different positions have different levels of power and responsibility, this Conflict of Interest Code establishes categories of disclosure to which positions are assigned based on the scope of their decision making authority. Positions with no significant decision making responsibility are classified as exempt and are not required to file statements under this Code.

The job titles of the officers, employees, and consultants of this governmental entity and the categories to which they are assigned are set forth in **Appendix A** attached hereto and incorporated herein by reference. The specific disclosure and reporting requirements of each category are set forth in **Appendix B** attached hereto and incorporated herein by reference.

Consultants are also subject to the disclosure requirements of this conflict of interest code if they are in a position to make decisions or influence decisions that could have an effect on their financial interest.

Designated employees shall file statements of economic interest with the Yuba County Clerk before April first of each year. The Yuba County Clerk shall make the statements available for public inspection and reproduction when appropriate pursuant to Government Code section 81008.

In any event, all County officers, employees and agents are disqualified and shall not make, participate in making or in any way attempt to use his or her official position to influence the making of any governmental decisions which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, upon such officer, employee or agent, or a member of his or her immediate family.

A copy of the California Code of Regulations shall be available for review at the Yuba County Library.

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APPENDIX "A"

Job Title	Assigned Disclosure Categories
Administrative Services	
Accounting Specialist	Exempt
Administrative and Accounting Supervisor	10
Administrative Assistant	Exempt
Administrative Services Assistant Director	1
Administrative Services Director	1
Administrative Technician	Exempt
Airport Maintenance Coordinator	5
Airport Manager	1
Building Maintenance Custodian	Exempt
Building Maintenance Technician I/II	5
Buildings & Grounds Supervisor	5, 7
Contract and Purchasing Administrator	5, 6, 10
Facilities Manager	5, 7, 16
Information Systems Manager	10, 15, 16
Information Systems Specialist	15
Information Systems Analyst I/II/III	15
Information Technology Supervisor	10, 15
Lead Building Maintenance Custodian	5
Office Assistant I/II	Exempt
Office Specialist	Exempt
Printing Services Coordinator	5
Senior Accounting Technician	10
<hr/> Agricultural Commissioner, Weights/Measures <hr/>	
Agricultural Commissioner/Director of Weights & Measures	1
Assistant Agricultural Commissioner/Director of Weights & Measures	1
Agricultural Weights & Measures Specialist I/II/III	Exempt
Executive Assistant	Exempt
Office Assistant Specialist	Exempt
<hr/> Assessor <hr/>	
Assessor (Elected)	1
Assessment Assistant I/II	Exempt
Assessment Specialist	Exempt
Assistant Assessor	1
Auditor-Appraiser I/II/III	1
Cadastral Drafting Technician	Exempt
Chief Deputy Assessor, Administration	1
Real Property Appraiser I/II/III	1

APPENDIX "A"

Job Title	Assigned Disclosure Categories
Transfer Analyst I/II	1

Auditor-Controller

Accountant/Auditor I/II	Exempt
Accounting Specialist	Exempt
Assistant Auditor-Controller	1
Auditor-Controller (Elected)	1
Senior Accounting Technician	Exempt

Board of Supervisors

Members of the Board of Supervisors*	
Clerk of the Board	5
Deputy Clerk of the Board	Exempt

*Board of Supervisors to file pursuant to Government Code Sections 87200 et seq.

Child Support Services

Director	1
Deputy Director of Administrative Affairs	1
Deputy Director of Legal Affairs	1
Accounting Assistant I/II	Exempt
Account Specialist	Exempt
Administrative & Accounting Supervisor	Exempt
Case Manager I/II	Exempt
Child Support Attorney I/II/III	1
Child Support Technician I/II	Exempt
Customer Relations Supervisor	Exempt
Executive Assistant	Exempt
Legal Office Assistant I/II	Exempt
Office Assistant I/II	Exempt
Senior Supervising Case Manager	Exempt
Supervising Case Manager	Exempt
Supervising Office Assistant	Exempt
Training Coordinator	Exempt

Community Development & Services Agency

Accounting Assistant	Exempt
Accounting Specialist	Exempt
Accounting Technician	Exempt
Administrative & Accounting Supervisor	Exempt
Administrative Technician	Exempt

APPENDIX "A"

Job Title	Assigned Disclosure Categories
Assistant Chief Building Official	1
Assistant/Associate Engineer	3, 4, 5, 8, 9, 10
Assistant Planner	1
Assistant Planning Director	1
Assistant Public Works Director	1
Assistant Public Works Superintendent	1
Associate Civil Engineer	3, 4, 5, 8, 9, 10
Associate Planner	1
Associate Surveyor	1
Building Inspector I/II	4, 7, 8
Building Inspector III	4, 7, 8
Chief Building Official	1
Code Enforcement Officer I/II	1
Code Enforcement Officer III	1
Community Development Specialist	1
Community Development Specialist I/II/III/IV	Exempt
County Surveyor	3, 4, 5, 8, 9, 10
Director of Community Development & Services Agency	1
Director of Environmental Health	1
Engineering Technician I/II	3, 4, 5, 8, 9, 10
Environmental Health Supervisor	1
Environmental Health Specialist I/II	4
Environmental Health Technician	4
Equipment Service Specialist	Exempt
Finance & Administration Manager	1
Fire Prevention Planner	1
Fiscal Analyst	Exempt
Hazardous Materials Supervisor	1
Heavy Equipment Mechanic	Exempt
Housing and Community Services Manager	1
Housing Specialist	4
Office Assistant I/II	Exempt
Office Specialist	Exempt
Office Specialist	Exempt
Park & Landscape Coordinator	Exempt
Park Coordinator	3, 4, 5, 8, 9, 10
Permit Technician	Exempt
Plan Checker I/II	4, 7, 8
Planning Director	1
Principal Engineer	3, 4, 5, 8, 9, 10
Principal Planner	1
Project Planner	1
Public Works Director	1
Public Works Superintendent	1
Road Maintenance Supervisor	3, 4, 5, 8, 9, 10
Road Maintenance Worker I/II	Exempt
Senior Account Technician	Exempt
Senior Environmental Health Specialist	4, 7, 8
Senior Housing Specialist	4
Senior Permit Technician	Exempt
Senior Planner	1

APPENDIX "A"

Job Title	Assigned Disclosure Categories
Senior Road Maintenance Worker	Exempt
Supervising Building Official	4, 7, 8
Supervising Mechanic	Exempt

County Administration

County Administrator*	
Management Analyst I/II	1
Administrative Assistant	Exempt
Assistant County Administrator/Principal Administrative Analyst I/II	1
Communications & Legislative Affairs Coordinator	1
Deputy County Administrator/ Emergency Services	1
Economic Development Coordinator	1
Emergency Services Officer	1
Executive Assistant to the County Administrator	Exempt

*County Administrator to file pursuant to Government Code Section 87200 et seq.

County Clerk/Recorder

County Clerk/Recorder (Elected)*	1
Deputy Clerk/Recorder	Exempt
Elections Supervisor	Exempt
Office Specialist	Exempt

County Clerk/Recorder to file pursuant to Government code Section 87200, et seq.

County Counsel

County Counsel*	
Chief Deputy County Counsel	1
Deputy County Counsel I/II/III	1
Legal Secretary	Exempt
Office Specialist	Exempt
Paralegal	Exempt

*County Counsel to file pursuant to Government Code Section 87200, et seq.

APPENDIX "A"

Job Title	Assigned Disclosure Categories
District Attorney	
District Attorney*	
Chief Deputy District Attorney	1
Deputy District Attorney I/II/III	1
District Attorney Investigator	Exempt
Legal Office Assistant I/II	Exempt
Legal Services Supervisor	5

*District Attorney to file pursuant to Government Code Section 87200, et seq.

Health and Human Services	
Accounting Assistant I/II	Exempt
Accounting Specialist	Exempt
Accounting Technician	Exempt
Administration & Accounting Supervisor	Exempt
Administrative Analyst - Human Services	Exempt
Administrative Technician	Exempt
Appeals Specialist	Exempt
CCS Case Manager	Exempt
Correctional Facility Licensed Vocational Nurse	Exempt
Correctional Facility Medical Assistant	Exempt
Correctional Facility Registered Nurse	Exempt
Deputy Director of Health & Human Services	1
Director of Health & Human Services	1
Director of Nurses	1
Eligibility Supervisor	Exempt
Eligibility Technician I/II	Exempt
Employment & Training Specialist I/II	Exempt
Epidemiologist	Exempt
Executive Assistant	Exempt
Family Nurse Practitioner	Exempt
Finance & Administrative Supervisor	Exempt
Health & Human Services Aide	Exempt
Health & Human Services Program Manager	1
Health Aide	Exempt
Health Education Specialist I/II	Exempt
Health Officer	1
Legal Office Assistant I/II	Exempt
Office Assistant I/II	Exempt
Office Specialist	Exempt
Physical Therapist	Exempt
Program Aide	Exempt
Program Assistant	Exempt
Program Specialist	Exempt
Project Manager	1

APPENDIX "A"

Job Title	Assigned Disclosure Categories
Public Health Nurse I/II	Exempt
Public Health Nurse III	Exempt
Registered Nurse	Exempt
Senior Accounting Technician	Exempt
Senior Correctional Facility Registered Nurse	Exempt
Senior Eligibility Technician	Exempt
Senior Substance Abuse Counselor	Exempt
Senior Welfare Fraud Investigator	Exempt
Social Worker I/II (Employ)	Exempt
Social Worker I/II/III/IV (AS)	Exempt
Social Worker III/IV (CWS)	Exempt
Social Worker Supervisor (AS)	Exempt
Social Worker Supervisor (CWS)	Exempt
Social Worker Supervisor (Employ)	Exempt
Substance Abuse Counselor I/II	Exempt
Supervising Legal Office Assistant	Exempt
Supervising Office Assistant	Exempt
Supervising Public Health Nurse	Exempt
Supply/Mail Clerk I/II	Exempt
Systems Support Analyst	Exempt
Veterans' Services Officer	1
Veterans' Services Representative	Exempt
Welfare Fraud Investigator	Exempt

Human Resources and Organizational Services

Director	1
Deputy Director	1
Human Resources Analyst I/II	Exempt
Human Resources Specialist	Exempt
Office Assistant I/II	Exempt

Library

Library Director	1
Executive Assistant	Exempt
Library Technician I/II/III/IV	Exempt

Probation

Administrative Services Manager	5, 6, 10, 11, 15, 16
Administrative Services Officer I/II	5,6,10,11,15,16
Administrative Technician	5,6,10,11
Administrative Technician	Exempt

APPENDIX "A"

Job Title	Assigned Disclosure Categories
Accounting Technician	Exempt
Accounting Specialists I/II	Exempt
Accounting Specialists I/II	Exempt
Chief Probation Officer	1
Clinical Social Worker	1
Control Room Operator	Exempt
Cook	Exempt
Deputy Probation Officer I/II/III	Exempt
Deputy Superintendent of Institutions	1
Group Counselor I/II	Exempt
Intervention Counselors I/II	Exempt
Kitchen Supervisor	5
Legal Office Assistant I/II	Exempt
Office Assistant I/II	Exempt
Probation Program Manager	1
Program Aide	Exempt
Senior Deputy Probation Officer	1
Senior Victim/Witness Advocate	5
Superintendent of Institutions	1
Supervising Group Counselor	Exempt
Victim/Witness Advocate I/II	Exempt
Victim Witness Program Manager	1

Public Guardian

Public Guardian/Conservator	1
Deputy Public Guardian	1
Office Specialist (Deputy)	1

Sheriff/Coroner/Public Administrator

Sheriff/Coroner (Elected)*	1
Accounting Technician	5,6,10,11
Animal Care Services Officer	Exempt
Animal Care Technician	Exempt
Building Maintenance Technician I/II	Exempt
Crime Analyst	Exempt
Commissary Assistant	Exempt
Commissary Coordinator	5, 6, 10
Communication Dispatcher I/II	Exempt
Community Services Officer	Exempt
Cook	Exempt
Corporal	Exempt
Corrections Food Services Supervisor	5
Deputy Sheriff I/III	Exempt
Evidence Technician	1
Executive Assistant to the Sheriff	Exempt
Office Specialist	Exempt
Sheriff's Captain	5
Sheriff's Communications & Records Supervisor	Exempt

Sheriff's Financial Manager	5, 6, 10, 11
Sheriff's Lieutenant	1
Sheriff's Legal Specialist	1
Sheriff's Records Clerk	Exempt
Sheriff's Sergeant	Exempt
Senior Accounting Technician	5,6,10
Supervising Animal Care Services Officer	4, 5, 10
Undersheriff	1

*Sheriff to file pursuant to Government Code Section 87200 et seq.

Treasurer/Tax Collector

Treasurer/Tax Collector (Elected)*	
Accounting Assistant I/II	Exempt
Accounting Specialist	Exempt
Accounting Technician	Exempt
Assistant Treasurer & Tax Collector	1
Chief Deputy Treasurer & Tax Collector	1
Senior Accounting Technician	1

* Treasurer/Tax Collector to file pursuant to Government Code Section 87200 et seq.

Miscellaneous

Consultants	19
Grand Jury Members	20

**COUNTY OF YUBA
CONFLICT OF INTEREST CODE
APPENDIX "B"**

DISCLOSURE CATEGORIES

**Disclosure
Category**

- | | |
|----|---|
| 1 | All investments and business positions in business entities, sources of income and interests in real property within the County of Yuba and within two miles of the exterior boundaries of Yuba County. |
| 2 | Investments and business positions in business entities, and all sources of income. |
| 3 | Interests in real property. |
| 4 | Investments and business positions in, and income (including gifts or loans) from business entities or individuals who are subject to regulation, inspection or licensing by the County of Yuba. |
| 5 | Investments and business positions in business entities, and sources of income from entities providing supplies, services, equipment or machinery of the type used in the designated employee's department. |
| 6 | Investments and business positions in, and income from entities which are vendors, book outlets, or providers of business services. |
| 7 | Investments and business positions in business entities and income from sources engaged in construction, building, or material supply. |
| 8 | Investments and business positions in business entities and income from sources engaged in construction, land development, or the acquisition or sale of real property. |
| 9 | Investments and business positions in, and income from sources engaged in, the construction of public works projects. |
| 10 | Investments and business positions in business entities and income from business entities of the type providing bids, supplies, vehicles and equipment. |
| 11 | Investments and business positions in business entities which provide training, services, or facilities of the type utilized by the County. |
| 12 | Investments and business positions in business entities and sources of income which provide services and supplies of the type used in emergency services coordination and training activities. |
| 13 | Investments and business positions in, and income from, union pension funds that may be affected by the outcome of negotiations involving monetary settlements |

and employer-employee memorandums.

- 14 Investments and business positions in, and income from entities providing medical, health, mental, or social services or facilities for such purposes of the type used or provided by the County.
- 15 Investments and business positions in, and income from, business entities supplying or manufacturing electronic equipment, supplies or services of the type utilized by the County.
- 16 Investments and business positions in, and income from business entities providing supplies, services, equipment or machinery of the type used by the County.
- 17 Investments and business positions in, and income from employment agencies or entities which provide employment or pre-employment services. Services include, but are not limited to, testing, training, consulting, job classification studies and salary surveys.
- 18 Investments and positions in, and income from, business entities which are of the type to provide any of the various types of employee insurance coverage and/or actuarial services.
- 19 The County Administrator shall determine in writing that a particular consultant, 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 appendix. 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 County Administrator'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.
- 20 All investments and positions in business entities within Yuba County held during the previous two years which have done business with an entity currently under civil investigation by the Grand Jury; and income from individuals who are employees of the county and/or entities under investigation; and all interests in real property.