



FRESNO COUNTY FIRE

PROTECTION DISTRICT

Honor, Integrity, Cooperation & Professionalism

MEMORANDUM

Date: 07/26/2024

To: Board Directors

Attn: John Arabian
President

From: Fire District Staff

Subject: District Conflict of Interest Code Update

BOARD OF DIRECTOR'S BRIEFING PAPER

ISSUE:

The District's Conflict of Interest Code needs to be updated to reflect a change in District positions.

BACKGROUND:

The District's Conflict of Interest Code was last updated and approved by the Fresno County Board of Supervisors in 2021. Fresno County has request that the District amend its Conflict of Interest Code since the District removed the Executive Officer position and authorized the District Treasurer to manage investments in the recent investment policy.

DISCUSSION:

The District's Conflict of Interest Code is reviewed and approved by the Fresno County Board of Supervisors. Staff reviewed the District's Conflict of Interest Code and determined the Code needed to be updated to reflect the current positions and titles within the District. District legal counsel has reviewed and approved the updated Conflict of Interest Code.

ALTERNATIVES:

There are no alternatives to present. The Conflict of Interest Code is required by the Political Reform Act (GC Sec. 81000, et seq.).

IMPACTS (*Consider potential consequences related to each of the following areas of concern for proposed alternatives*):

- Fiscal – No known impacts
- Operational – No known impacts
- Legal – The document is required by law.
- Labor – No known impacts
- Sociopolitical – No known impacts
- Policy – This code is required by the Political Reform Act and the District is mandated to have this code in effect.
- Health and safety – No known impacts
- Environmental – No known impacts
- Interagency – No known impacts

RECOMMENDATION:

Staff is recommending that the Board of Directors reviews and approves the changes made to the Conflict of Interest Code. That any Board Member makes a motion to approve the changes as stated above.

APPROVED:

Josh I. Chrisman

Josh I. Chrisman, Administration Officer

July 26, 2024

Date

CONFLICT-OF-INTEREST CODE FOR

Fresno County Fire Protection District

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 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict-of-interest code and may 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 California Code of Regulations Title 2, 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 requirements shall constitute the conflict-of-interest code of the **Fresno County Fire Protection District (District)**.

The Form 700s for designated positions, other than the members of the **District's Board of Directors** and **Fire Chief**, shall be filed with the **District**. The **Board of Directors members** and **Fire Chief** are to file their original Form 700s directly with the Clerk of the Board for the Fresno County Board of Supervisors using the electronic filing system. If the Form 700s are not filed electronically, the paper Form 700 and waiver shall be filed with the **District** and, upon receipt of these paper Form 700s with waivers, the **District** shall make and retain a copy and forward the original to the Clerk of the Board of Supervisors.

The **District** shall retain a copy of all electronically filed Form 700s, a copy of all paper Form 700s with waivers and the original Form 700s of designated positions and shall make the Form 700s available for public review, inspection, and reproduction. (Gov. Code section 81008.)

The provisions of all Conflict of Interest Codes and amendments thereto previously adopted by the District are hereby superseded.

APPENDIX A

Public Officials Who Manage Public Investments

It has been determined that positions listed below manage public investments **and will file a statement of economic interests pursuant to Government Code Section 87200**. These positions are listed for informational purposes only:

- District Treasurer

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.

DESIGNATED POSITIONS

Designated Positions

Disclosure Categories

- | | |
|-----------------------------|-----|
| • Board of Directors | 1 |
| • Fire Chief | 1 |
| • General Counsel | 1 |
| • Administration Officer | 2,3 |
| • Division Chief | 3 |
| • Personnel Specialist | 3 |
| • Staff Services Analyst | 3 |
| • Consultants/New Positions | * |

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the disclosure requirements in this code subject to the following limitation:

The **Fire Chief** 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 comply fully with the disclosure requirements 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 **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 Sec. 81008.)

APPENDIX B DISCLOSURE CATEGORIES

Individuals holding designated positions must report their interests according to their assigned disclosure category(ies).

Disclosure Category 1

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the District; and investments and business positions in business entities, and income, including loans, gifts, and travel payments, from all sources.

Disclosure Category 2

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the District.

Disclosure Category 3

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the District.

Disclosure Category 4

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's division or department.

Disclosure Category 5

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that filed a claim against the District during the previous two years, or have a claim pending.

Disclosure Category 6

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources of the type to request an entitlement to use District property or facilities, including, but not limited to:

- a license
- utility permit
- station vendor permit