



**Board Policy No. 162**  
Conflicts of Interest Code

**SUBJECT CATEGORY:** SECTION 100,  
GENERAL, ETHICS

**162: Conflict of Interest Code (to be updated upon approval by Contra Costa County Board of Supervisors)**

The Political Reform Act of 1974 (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 (FPPC) has adopted a regulation (2 California Code of Regulations Section 18730) that 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, it may be amended by the FPPC 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 regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the East Contra Costa Fire Protection District (the District).

Individuals holding designated positions shall file their statements of economic interests with the District, which will make the statements available for public inspection and reproduction.

(Gov. Code Sec. 81008.) The District will retain a copy of each statement and forward the originals to the Contra Costa County Board of Supervisors, which shall be the filing officer.

**APPENDIX A:  
DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Fire Chief	1, 2, 3, 4
Battalion Chief	1, 2, 3
General Counsel	1, 2, 3, 4
Consultants/New Positions*	

\* Consultants/ New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the 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 fully comply 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 Section 81008.)

The following positions are NOT covered by the conflict of interest code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

### **Members of the Board of Directors**

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 their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

### **APPENDIX B:**

### **DISCLOSURE CATEGORIES**

Designated positions must disclose pursuant to the categories below:

Category 1: Interests in real property within the jurisdiction of the District or within five miles of the District.

Category 2: Investments, business positions and income, including gifts, loans and travel payments, from sources that are subject to a land use proceeding in which the District has authority to provide agency input (e.g., a zoning application).

Category 3: Investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the District.

Category 4: Investments, and business positions in business entities, and income (including receipt of gifts, loans, and travel payments) from sources that have filed a claim against the District within the last two years or have a claim pending against the District.

***\*\* To be updated upon approval by the Contra Costa County Board of Supervisors to include Business Services Manager and Fire Marshal positions.***

*Adopted as: Resolution 2012-19 on October 1, 2102*

*Amended: Resolution 2014-28 on October 6, 2014  
Amended November 5, 2018 by Resolution 2018-35; Amended version will replace Policy 162  
upon approval by the Contra Costa County Board of Supervisors.*

*Renumbered: December 12, 2018*

  
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*Clerk of the Board*

  
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*Board President*