

Conflict of Interest Code
of the

FOOTHILL WORKFORCE DEVELOPMENT BOARD

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

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. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission 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 into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Executive Director/Administrator and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

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EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose investments, business positions and income (including gifts, loans and travel payments) from:

- A. Business entities located in Los Angeles County whose primary activity is to train persons for employment with other entities.
- B. Employment agencies located in Los Angeles County.
- C. Any business entity that employs, or plans to employ persons who have received Workforce Investment Act (WIA) training for which the WDB was responsible where the total number of such persons employed by the business entity during any 12-month period exceeds 20% of the total work force of the entity.

CATEGORY 2

Persons in this category shall disclose annual income (including gifts, loans and travel payments), investments, or business positions with business entities that receive, or plan to receive, contracts from the WDB directly, or through any of its service providers, for the training or placement of persons under any Workforce Investment Act.

CATEGORY 3

Persons in this category shall disclose interests in real property in the service delivery area which were acquired by, leased, or otherwise used by any agency receiving funds under the jurisdiction of the WDB.

CATEGORY 4

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnote in Exhibit "B" for clarification.)

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EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
WDB Member	1, 2, 3
Executive Director/Administrator	1, 2, 3
Consultants/New Positions*	4

*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 limitations:

The Executive Director/Administrator or his or her designee 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 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 Executive Director/Administrator or his or her designee'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.)

EFFECTIVE DATE: 01/20/2016