

Conflict of Interest Code  
of the

**EL CAMINO COMMUNITY COLLEGE DISTRICT**

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. Section 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 by reference into El Camino Community College District's ("Agency") Conflict of Interest Code. 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 ("Statement") 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 of Trustees, and the Superintendent/President and forward the originals of such Statements 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).

# **EL CAMINO COMMUNITY COLLEGE DISTRICT**

## **EXHIBIT "A"**

### **CATEGORY 1**

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the Agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the Agency and associated with the job assignment of designated positions assigned this disclosure category.

### **CATEGORY 5**

Persons in this category shall disclose all investments and business positions in and/or income (including gifts, loans and travel payments) from business entities which manufacture, distribute, lease, retail, or sell supplies, materials, machinery, parts, equipment, and vehicles of a type utilized in the maintenance or service to the Agency's facilities.

## **EL CAMINO COMMUNITY COLLEGE DISTRICT**

### **EXHIBIT "A" (Cont'd)**

#### **CATEGORY 6**

Persons in this category shall disclose all investments and business positions in and/or income (including gifts, loans and travel payments) from business entities which manufacture, distribute, lease, retail, or sell supplies, materials, books, and equipment of a type that are sold by the Agency's Bookstore.

#### **CATEGORY 7**

Persons in this category shall disclose all investments and business positions in and/or income (including gifts, loans and travel payments) from business entities which manufacture, distribute, lease, retail, or sell electromechanical or electronic data processing supplies, materials, machinery, parts, equipment, or services used by the Agency.

## EL CAMINO COMMUNITY COLLEGE DISTRICT

### EXHIBIT "B"

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Members of the Board of Trustees	1, 2, 3
Superintendent/President	1, 2, 3
Vice President, Administrative Services/ Assistant Superintendent	1, 2, 3
Executive Director – Facilities, Planning, Operations and Construction	1, 4
Vice President, Human Resources/Assistant Superintendent	2, 3
Vice President, Academic Affairs/Assistant Superintendent	2, 3
Director of Human Resources	2, 3
Director of Title IX, Diversity, and Inclusion	2, 3
Director of Procurement & Contract Services	2, 3
Vice President, Student Services/Assistant Superintendent	4
Business Manager	4
Director of Accounting	4
Executive Director of Marketing & Communications	4
Dean	4
Associate Deans	4
Directors (except as otherwise specified)	4
Special Services Professional	4
Assistant Director of Facilities Planning and Services	5

# **EL CAMINO COMMUNITY COLLEGE DISTRICT**

## **EXHIBIT "B" (Cont'd)**

### **Designated Positions**

### **Disclosure Categories**

Director of the Bookstore	6
Assistant Director of the Bookstore	6
Chief Technology Officer	7
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 limitations:

The Superintendent/President 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 Superintendent/President 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.)

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

**EFFECTIVE DATE: 7/2/2025**