

Conflict of Interest Code
of the

LOS ANGELES HOMELESS SERVICES AUTHORITY

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 the Los Angeles Homeless Services Authority ("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 Commissioners and Chief Executive Officer, 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).

LOS ANGELES HOMELESS SERVICES AUTHORITY
EXHIBIT "A"

CATEGORY 1

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

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) 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 to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Agency employee, any representative, or association of such employee; and any business positions or income from any business entity in which the employee or the employee's spouse or other financial dependent has a direct, indirect or beneficial interest aggregating a ten (10) percent or greater interest in the business entity.

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EXHIBIT "A" (cont'd)

CATEGORY 6

Persons in this category shall disclose all interests in the following areas:

A. Business positions, investments in, and income (including gifts, loans and travel payments) received from for-profit businesses, nonprofit entities, and persons that provide the type of services utilized by the Agency or that are eligible to receive grant funding from the Agency;

B. Any trusteeship or directorships of entities that provide the type of services utilized by the Agency or that are eligible to receive grant funding from the Agency.

CATEGORY 7

Persons in this category must disclose investments, business positions, and sources of income (including gifts, loans, and travel payments) in businesses operated for profit and non-profit that are inspected by the program unit of the Agency in which the designated person holds their position, and associated with the job of assignment of the designated person.

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EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Analyst, Contracts and Procurement	1, 4
Analyst, Facility Standards	4, 7
Associate Director (unless otherwise specified)	1, 2, 3
Associate Director, Human Resources	4, 5
Chief Executive Officer	1, 2, 3
Chief Financial Officer	1, 2, 3
Chief of Staff	1, 2, 3
Chief Operating Officer	1, 2, 3
Chief Program Officer	1, 2, 3
Commissioner	1, 2, 3
Coordinator, Advisory Group	1, 2, 3
Coordinator, Contracts and Procurement	1, 4
Coordinator, Investigation	4, 7
Coordinator, Finance Grants Management	4, 6
Deputy Chief	1, 2, 3
Director (unless otherwise specified)	1, 2, 3
Director, Human Resources	4, 5
Grant Management System Administrator	4
Manager (unless otherwise specified)	1, 4
Manager, Human Resources	4, 5

LOS ANGELES HOMELESS SERVICES AUTHORITY
EXHIBIT "B" (cont'd)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Manager, Grants Management and Compliance	1, 4, 6
Principal Advisor	1, 2, 3
Program Manager	1, 2, 3
Project Manager	1, 2, 3
Senior Advisor	1, 2, 3
Senior Analyst, Contracts and Procurement	4
Senior Analyst, Systems and Planning	4
Senior Auditor	4
Senior Coordinator, Legal and Operations	1, 2, 3
Senior Coordinator, Systems and Planning	1, 2, 3
Senior Coordinator, Roadmap	1, 2, 3
Senior Coordinator, Skid Row	1, 2, 3
Senior Executive Assistant CEO	4
Senior Investigator	4
Senior Project Manager	4
Senior Specialist, Contracts and Procurement	1, 4
Senior Technical Advisor	4
Senior Financial Analyst/Special Assistant	4
Specialist, Contracts and Procurement	1, 4
Supervisor	4

LOS ANGELES HOMELESS SERVICES AUTHORITY
EXHIBIT “B” (cont’d)

Designated Positions

Disclosure Categories

Consultants/New Positions*

*Consultants/New Positions¹

Consultants/New Positions Who Make Governmental Decisions

Consultants or new positions who make (not just recommend) governmental decisions, such as whether to approve a rate, rule, or regulation; issue, deny, suspend, or revoke any permit, license, application, certificate or similar authorization; adopt or grant Agency approval to a plan, design, report, or study; or adopt or grant Agency approval of policies, standards, or guidelines for the Agency or any subdivision thereof shall disclose pursuant to the broadest disclosure category in the code (i.e., Disclosure Categories 1 2 & 3). However, if the Chief Executive Officer or his or her designee, determines in writing that a particular consultant or new position is not required to fully comply with the requisite disclosure requirements, then 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 Chief Executive Officer’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.)

Consultants/New Positions Who Serve in a Staff Capacity

Consultants or new positions who serve in a staff capacity with the Agency, and in that capacity participate in making a governmental decision by providing information, an opinion, or a recommendation for the purpose of affecting the decision without significant intervening substantive review shall disclose at the same level as a comparable designated position in the same or similar Agency Department identified elsewhere in this Code.

Consultants/New Positions Who Perform the Same or Substantially All the Same Duties as a Comparable Designated Position

Consultants or new positions who perform the same or substantially all the same duties for the Agency that would otherwise be performed by an individual holding a designated position in this Code shall disclose at the same level as the comparable designated position identified elsewhere in this Code.

EFFECTIVE: 2/19/2025

¹ When the consultant is a corporation or partnership, only individuals within the corporation or partnership who fit into one of the three categories of “Consultants/New Positions” must file disclosure statements.