



*Live Well. Health Matters.*

**POLICY TITLE:** CONFLICT OF INTEREST CODE  
**POLICY NUMBER:** 1030

**COMMITTEE APPROVAL DATE:** 10/07/2024      **WRITTEN/REVISED BY:** T. BAKALY  
**BOARD APPROVAL DATE:** 10/23/2024      **SUPERSEDES:** 09/23/2020

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**POLICY:**

**1030** It is the policy of the Beach Cities Health District (“District”) to adopt a conflict of interest code.

**1030.1** 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) that 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 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated into this Conflict of Interest Code 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 the District.

**1030.2** All officials and employees required to submit a statement of economic interests shall file their statements with the District head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, and its Chief Executive Officer and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

**1030.3** District 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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## BEACH CITIES HEALTH DISTRICT

### EXHIBIT "A"<sup>†</sup>

#### **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 property used primarily as their residence or for personal recreational purposes.

#### **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 service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclose category.

#### **CATEGORY 5**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest 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 interest 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 for clarification)

*<sup>†</sup>Exhibit "A" from the October 14, 2014 letter from Sachi A. Hamai, Executive Officer, Los Angeles County Board of Supervisors approving Conflict of Interest and Disclosure Codes.*



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**BEACH CITIES HEALTH DISTRICT**

**EXHIBIT “B”††**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Board of Directors	1, 2, 3
Chief Executive Officer	1, 2, 3
Chief Financial Officer	1, 2, 3
Chief Medical Advisor	1, 2, 3
Chief Engagement Officer	2, 3
Chief Health Operations and Communications Officer	2, 3
Chief Partnership Development Officer	2, 3
Chief Programs Officer	2, 3
Controller	4
Director of Communications	4
Director of Community Services	4
Director of Human Resources	4
Director of Well-Being Services	4
Director of Youth Services	4
General Manager, Center for Health and Fitness and AdventurePlex	4
Consultant/ New Positions*	5

\*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 Chief Executive Officer 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



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consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Executive Officer 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.)

*†† Exhibit "B" from the October 14, 2014 letter from Sachi A. Hamai, Executive Officer, Los Angeles County Board of Supervisors approving Conflict of Interest and Disclosure Codes.*