

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 10/04/2022

Approved as Recommended ☒

Other ☐

Unanimous ☐ Brown: ☐ Haubert: ☐ Miley: ☐ Valle: ☒ Carson: ☐ - ☒

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Documents to be signed by Agency/Purchasing Agent:

File No. _____
Item No. 59

Copies sent to:

Nina Hinton

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:
Clerk of the Board
Board of Supervisors

By: Rhonda Bailey
Deputy



Human Resource Services

AGENDA _____ October 4, 2022

Lakeside Plaza Building
1405 Lakeside Drive
Oakland, CA 94612-4305
TDD: (510) 272-3703

September 16, 2022

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

**SUBJECT: APPROVAL OF AMENDED CONFLICT OF INTEREST CODE FOR THE
HUMAN RESOURCE SERVICES DEPARTMENT**

Dear Board Members:

RECOMMENDATION:

Approve and adopt an amended Conflict of Interest Code Appendix of Designated Positions for the Human Resource Services Department.

DISCUSSION:

The Political Reform Act (Gov. Code Section 81000 et. seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. They also must disqualify themselves from participating in decisions that may affect their personal economic interests. The Political Reform Act (Government code section 81000, et. seq.) also requires every local government agency to review its Conflict of Interest Code ("Code") biennially to determine if it is accurate or alternately if the code should be amended.

The Board of Supervisors approved the current Code for the Human Resource Services Department on February 25, 2020. The Code includes the Appendix of Designated Positions, which identifies positions required to file a Statement of Economic Interests (Form 700), and the Appendix of Disclosure Categories, specifying the types of interests to be reported.

The Human Resource Services Department has revised its Conflict-of-Interest Code Appendix of Designated Positions by updating the titles of existing positions. Your board is requested to approve the attached revised Conflict of Interest Code for Human Resource Services.


FINANCING:

Approval of this recommendation will have no impact on net County costs.

VISION 2026 GOAL:

This initiative supports the Vision 2026 10x goal of Employment for All in delivering services through highly skilled agile and responsive County employees.

Very truly yours,

DocuSigned by:

2CC022F834DA404...

Joe Angelo, Director
Human Resource Services

JA:nh

Attachment

cc: County Administrator's Office
Clerk of the Board

**CONFLICT OF INTEREST CODE FOR
HUMAN RESOURCE SERVICES, COUNTY OF ALAMEDA**

This Conflict of Interest Code is promulgated under the authority of the Political Reform Act, Government Code Section 81000 et seq., which requires all state and local government agencies to adopt and promulgate a conflict of interest code. Regulation 2, California Code of Regulations, Section 18730, as adopted by the Fair Political Practices Commission, contains the terms of a standard conflict of interest code, which may be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings 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 and, along with the attached Appendix in which employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Human Resource Services Department.

Designated employees, other than the Director, shall file their Statements of Economic Interests with the Department Liaison of Human Resource Services who will make the statements available for public inspection and reproduction (Government Code Section 81008). The original Statement of Economic Interest of the Director's shall be forwarded to the Clerk of the Board of Supervisors and a copy shall be retained by the Department Liaison of Human Resource Services.

**APPENDIX OF DISCLOSURE CATEGORIES
ALAMEDA COUNTY HUMAN RESOURCE SERVICES**

<u>Category</u>	<u>Disclosure Required</u>
1	Persons in this category must disclose all investments and business positions in business entities, sources of income and interests in real property.
2	Person in this category must disclose those investments and business positions in business entities, sources of income and interests in real property of the type utilized by the unit for which the designated employee is director, manager or responsible.

REVISED
APPENDIX OF DESIGNATED POSITIONS
ALAMEDA COUNTY HUMAN RESOURCE SERVICES

<u>2022</u> <u>CLASSIFICATIONS</u>	<u>ASSIGNED</u> <u>CATEGORY</u>
Civil Service Commissioners	2
Director, Human Resource Services	1
Human Resource Services Division Manager – Personnel Services	1
Benefits Administration Supervisor	2
Human Resource Services Division Manager –Benefits	2
Labor Relations Manager	1
Personnel Services Program Manager	2
Training and Organizational Development Manager	2
Human Resource Services Division Manager- Training & Education Center	2
Human Resource Services Division Manager –Administration	2
Medical Leaves and Accommodation Services Administrator	2
TAP Program Manager	2
Business Analyst	2