# Siskiyou County Conflict of Interest Code

**Amended September 3, 2024**

Whereas, 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. It can 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 Cal. Code of Regs. 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 Exhibit A and Exhibit B in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the County of Siskiyou.

Designated employees shall file their statements with the Siskiyou County Clerk, 311 Fourth St., Rm. 201, Yreka CA 96097, who will make the statements available for public inspection and reproduction. (Gov. Code Section 81008). Statements for all designated employees will be retained by the Siskiyou County Clerk.

All annual Conflict of Interest forms shall be filed by April 1 of each year.

The following positions are designated to file a Conflict of Interest Statement; any consultant as defined by two California Code of Regulations 18700(b)(2), OR, any consultant who serves in a staff capacity and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency’s Conflict of Interest Code. Unless specified below a consultant is required to file a full disclosure.

## Exhibit A - Designated Positions

|  |  |  |
| --- | --- | --- |
| **County Commissions** | **Positions** | **Disclosure Category** |
| Air Pollution Control District Board | Members | I |
| Air Pollution Control District Hearing Board | Members | I |
| Airport Land Use Commission | Board of Supervisors | I |
| Assessment Appeals Board | Members, Alternates | I |
| Collier Interpretive & Info. Center, JPA | Members, President | I |
| Grand Jury | Members | III |
| In Home Support Services Authority | Board of Supervisors | I |
| Local Agency Formation Commission (LAFCO) | Executive Officer, Deputy Executive Officer, Members, Alternate Members, Senior LAFCO Staff | I |
| Siskiyou Community Serviced Council (designated County Child Abuse Prevention Council) | Members | I |
| Siskiyou County Children & Families First Comm. | Members, Executive Director | I |
| Siskiyou County Flood Control & Conservation District | Board of Supervisors | I |
| Siskiyou County Power Authority | Board of Supervisors | I |
| Siskiyou County Regional Solid Waste Agency JPA | Members, Alternates, Supervisor, Sup. Alt. | I |
| **County Departments** | **Positions** | **Disclosure Category** |
| Agriculture Department | Agricultural Commissioner, Sr. Deputy Agricultural Commissioner, Air Pollution Control Officer, Assistant Air Pollution Control Officer | I |
| Assessor-Recorder | Assessor-Recorder, Assistant Assessor-Recorder, Deputy Assessor-Recorder, Senior Specialist Appraiser, Senior Appraiser, Appraiser, Recording Supervisor | I |
| Auditor-Controller | Auditor-Controller, Assistant Auditor-Controller, Payroll/Accountant Supervisor, Sr. Accounting Analyst | I |
| Siskiyou Modoc Regional Department of Child Support Services | Child Support Director, Assistant Director/Chief Attorney, Attorney I, II, III, IV | I |
| County Administrative Office | Deputy County Administrator-Chief Financial Officer, Deputy County Administrator-Personnel and Risk Management, Deputy County Administrator-Policy, Procurement and Natural Resources Officer, Director of Emergency Services, Director of Information of Technology | I |
| Community Development Department | Director of Community Development, Deputy Director of Planning, Sr. Planner, Code Enforcement Officer, Deputy Director of Environmental Health, Deputy Director of Building/Chief Building Inspector, Building Inspector I, II, III, Department Fiscal Officer | I |
| County Clerk/Registrar of Voters | County Clerk, Assistant County Clerk | I |
| County Counsel | Assistant County Counsel, Deputy County Counsel I, II, III, IV, Chief Deputy County Counsel | I |
| District Attorney | Assistant District Attorney, Chief Deputy District Attorney, Deputy District Attorney I, II, III, IV, District Attorney Chief Investigator, Supervising District Attorney Investigator, District Attorney Investigator, Administrative Services Manager, Extra-Help Deputy District Attorney | I |

| **County Departments** | **Positions** | **Disclosure Category** |
| --- | --- | --- |
| General Services | Director of General Services, General Service Manager, Transportation Services Manager, Recycling/Grant Coordinator, Solid Waste & Flood Control Supervisor, Deputy Director of General Services, Project Coordinator | I |
| Health and Human Services Agency  Public Health Division | Director of Compliance, Fiscal and Substance Use Disorder (SUD) Services, Director of Public Health Division, Deputy Director of Public Health Division, Deputy Director of Health Education, Administrative Services Manager II, Program Manager, Public Health Officer | I |
| Health and Human Services Agency  Behavioral Health Services | Director, Health and Human Services, Director of Behavioral Health Division, Clinical Director of Behavioral Health, Deputy Director of Behavioral Health, Deputy Director of Administrative Services,  Alcohol and Drug Administrator, Administrative Services Manager II,  Mental Health Services Act Coordinator | I |
| Health and Human Services Agency  Social Services Division | Director of Social Services Division, Deputy Director of Social Services Division, Deputy Public Guardian/Conservator, Deputy Director of Admin. Services Division, Public Authority Administrator, Project Coordinator/Civil Rights Investigator | I |
| Information Technology | Director of Information Technology | I |
| Library | County Librarian | I |
| Office of Emergency Services | Director of Emergency Services | I |
| Probation | Chief Probation Officer, Assistant Chief Probation Officer, Deputy Chief Probation Officer, Administrative Services Manager | I I II II |
| Public Defender | Public Defender, Assistant Public Defender, Deputy Public Defender I, II, III, IV, Public Defender Investigator, Administrative Services Manager | I |
| Public Works | Director of Public Works/Road Commissioner, Deputy Director of Road/Bridge Services Fleet Coordinator Administrative Services Manager,  Road Maintenance Supervisor Bridge Maintenance Supervisor  Sr. Heavy Equipment Mechanic Automotive Services Manager, Stores Manager, Civil Engineer Assistant,  Environmental Compliance Specialist | I  I I I I I I I I I II |
| Sheriff/Coroner | Sheriff-Coroner, Undersheriff Captain Lieutenant  Veterans Services Officer, Administrative Services Manager II | I II  II I I |
| Treasurer/Tax Collector | Assistant Treasurer-Tax Collector | I |

**1** Disclosure Categories are described in Exhibit “B.”

**1** Consultants are, as a general rule, subject to Disclosure Category I. However, County Counsel may determine in writing that a particular Consultant is not required to fully comply with the disclosure requirement of Disclosure Category I. (See Exhibit “B,” Disclosure Category I.)

| **County Special District Governing Boards** | **Positions** | **Disclosure Category** |
| --- | --- | --- |
| **Cemetery Districts** |  |  |
| Etna | Governing Board Members | III |
| Fort Jones | Governing Board Members | III |
| Happy Camp | Governing Board Members | III |
| Henley-Hornbrook | Governing Board Members | III |
| Lakeview | Governing Board Members | III |
| Picard | Governing Board Members | III |
| Shasta Valley | Office Manager/Board Secretary, Governing Board Members | III |
| **Community Service Districts** |  |  |
| Happy Camp | Directors | I |
| Hornbrook | General Manager, Directors, Water Master | I |
| Lake Shastina | Governing Board Members, General Manager, Police Chief Fire Chief, Public Works Director, Attorney | I |
| McCloud | Police Chief, Fire Chief, Public Works Supervisor, Governing Board Members, General Manager, Finance Officer/ Treasurer, District Legal Counsel, District Secretary | I |
| Tennant | Governing Board Members | I |
| **Fire Protection Districts** |  |  |
| Butte Valley | Governing Board Members | I |
| Copco Lake | Governing Board Members | I |
| Dunsmuir | Chairman, Co-Chairman, Governing Board Members | I |
| Gazelle | Governing Board Members | I |
| Grenada | Governing Board Members | I |
| Happy Camp | Governing Board Members | I |
| Hornbrook | Directors | I |
| Mayten | Governing Board Members, Fire Chief | I |
| Montague | Governing Board Members, Secretary to the Board | I |
| Mt Shasta | Governing Board Members, Fire Chief | I |
| Scott Valley | Governing Board Members | I |
| South Yreka | Governing Board Members, Department Chief | I |
| **Irrigation Districts** |  |  |
| Big Springs | Governing Board Members, Treasurer Collector, Assessor, Ditch Tender | I |
| Butte Valley | Governing Board Members | I |
| Grenada | Governing Board Members | I |
| Scott Valley | Governing Board Members | I |
| **Recreation & Park Districts** |  |  |
| Dunsmuir | Governing Board Members, District Administrator | I |
| Mt Shasta | Governing Board Members, District Administrator, Administrative Assistant | I |
| Weed | Governing Board Members,  District Administrator | I |
| **Resource Conservation Districts** |  |  |
| Shasta Valley | Governing Board Members, District Manager | I |
| Siskiyou | Governing Board Members, District Administrator | I |
| **Sanitary Districts** |  |  |
| Grenada | Governing Board Members | I |
| Happy Camp | Directors | I |
| **Water Districts** |  |  |
| Callahan | Governing Board Members | I |
| Montague Water Conservation | Governing Board Members, Office Manager, Operations Manager | I |
| Sawyers Bar County | Governing Board Members | I |
| Scott Valley/Shasta Valley Water Master | Governing Board Members, Executive Director, Deputy Watermaster, Consultants | I |

| **County Office of Education & School Districts** | **Positions** | **Disclosure Category** |
| --- | --- | --- |
| Siskiyou County Board of Education | Trustees, Area I, II, III, IV, V, VI, VII | I |
| Siskiyou County Superintendent of School | Superintendent, Assistant Superintendent, Associate Superintendent Business Services | I |
| Big Springs Elementary | Governing Board Members,  District Superintendent | I |
| Bogus Elementary | Governing Board Members | I |
| Butteville Elementary | Governing Board Members, Superintendent/Principal | I |
| Delphic Elementary | Governing Board Members,  Superintendent | I |
| Dunsmuir Elementary | Governing Board Members,  Superintendent | I |
| Gazelle Elementary | Governing Board Members, Superintendent | I |
| Grenada Elementary | Governing Board Members Superintendent/Principal,  Business Manager | I |
| Happy Camp Union Elementary | Governing Board Members Superintendent/Principal, Administrative Assistant | I |
| Hornbrook Elementary | Governing Board Members, Superintendent | I |
| Junction Elementary | Governing Board Members | I |
| Klamath River Union Elementary | Governing Board Members | I |
| Little Shasta Elementary | Governing Board Members,  Superintendent | I |
| McCloud Union Elementary | Governing Board Members,  Superintendent/Principal | I |
| Montague Elementary | Governing Board Members,  Superintendent/Principal | I |
| Mt. Shasta Union Elementary | Governing Board Members,  District Superintendent | I |
| Weed Union Elementary | Governing Board Members,  District Superintendent | I |
| Willow Creek Elementary | Governing Board Members,  District Superintendent | I |
| Yreka Union Elementary | Governing Board Members, Superintendent, Chief Business Official | I |
| Butte Valley Unified | Governing Board Members Superintendent/Principal | I |
| Scott Valley Unified | Governing Board Members, Superintendent | I |
| Siskiyou Union High | Governing Board Members,  District Superintendent | I |
| Yreka Union High | Governing Board Members, Superintendent | I |

**Note:**

**The following positions are not designated by the Siskiyou County Conflict of Interest Code because they are subject to Article 2, Chapter 7, Title 9 (commencing with Section 87200) of the Government Code and file Statements of Economic Interests directly with the Siskiyou County Clerk.**

* Member of the Board of Supervisors
* Siskiyou County Power Authority Board
* Members Siskiyou County Flood Control District Board Members
* County Executive Officer (County Administrative Officer)
* County Counsel
* District Attorney
* Planning Commissioners
* Treasurer-Tax Collector
* Members, CSA 3
* Members, CSA 4
* Members, CSA 5

**Siskiyou County Conflict of Interest Code   
Exhibit B – Filing Descriptions**

The following is a description of the required filing disclosures:

**Category I**

Full Disclosure - The employee/official designated in Exhibit A herein shall complete all schedules, investments and business positions, interests in real property, and income.

**Category II**

The employee/official designated in Exhibit A herein shall disclose investments and business positions in, and income from any source which, within the last two (2) years, has contracted with the designated employee/official department to provide services, supplies, materials, machinery or equipment, or is the beneficiary of services of the department, or is subject to the regulatory permits or licensing authority of the department.

**Category III**

Each employee/official designated in Exhibit A, shall disclose interest in real property located within the jurisdiction of this district. Personal residence is exempt from disclosure.

Each employee/official designated in Exhibit A above shall disclose investments and business positions in and income from any source which, within the last two (2) years, has contracted with the district to provide services, supplies, materials, machinery or equipment.