

# Agenda



## County of Inyo Board of Supervisors

Board of Supervisors Room - County Administrative Center  
224 North Edwards  
Independence, California

**NOTICE TO THE PUBLIC:** This meeting is accessible to the public both in person and via Zoom webinar. Individual Board members may participate remotely in accordance with applicable open meeting law requirements. In-person meetings will be conducted in accordance with local and State Department of Public Health orders and guidance and requirements of the California Division of Occupational Safety and Health (CalOSHA).

The Zoom webinar is accessible to the public at <https://zoom.us/j/868254781>. The meeting may also be accessed by telephone at the following numbers: (669) 900-6833; (346) 248-7799; (253) 215-8782; (929) 205-6099; (301) 715-8592; (312) 626-6799. Webinar ID: 868 254 781.

Anyone unable to attend the Board meeting in person who wishes to make either a general public comment or a comment on a specific agenda item prior to the meeting, or as the item is being heard, may do so either in writing or by utilizing the Zoom "hand-raising" feature when appropriate during the meeting (the Chair will call on those who wish to speak). Generally, speakers are limited to three minutes. Written public comment, limited to **250 words or less**, may be emailed to the Assistant Clerk of the Board at [boardclerk@inyocounty.us](mailto:boardclerk@inyocounty.us). Your comments may or may not be read aloud, but all comments will be made a part of the record. Please make sure to submit a separate email for each item that you wish to comment upon.

**Public Notices:** (1) In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (760) 878-0373. (28 CFR 35.102-35.104 ADA Title II). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. Should you because of a disability require appropriate alternative formatting of this agenda, please notify the Clerk of the Board 72 hours prior to the meeting to enable the County to make the agenda available in a reasonable alternative format. (Government Code Section 54954.2). (2) If a writing, that is a public record relating to an agenda item for an open session of a regular meeting of the Board of Supervisors, is distributed less than 72 hours prior to the meeting, the writing shall be available for public inspection at the Office of the Clerk of the Board of Supervisors, 224 N. Edwards, Independence, California and is available per Government Code § 54957.5(b)(1).

**Note:** Historically the Board does break for lunch; the timing of a lunch break is made at the discretion of the Chairperson and at the Board's convenience.

### **October 11, 2022 - 8:30 A.M.**

1. **PUBLIC COMMENT ON CLOSED SESSION ITEM(S)** (*Comments may be time-limited.*)

### **CLOSED SESSION**

2. **CONFERENCE WITH COUNTY'S LABOR NEGOTIATORS – Pursuant to Government Code §54957.6** – Regarding employee organizations: Deputy Sheriff's Association (DSA); Elected Officials Assistant Association (EOAA); Inyo County Correctional Officers Association (ICCOA); Inyo County Employees Association (ICEA); Inyo County Probation Peace Officers Association (ICPPOA); IHSS Workers; Law Enforcement Administrators' Association (LEAA). Unrepresented employees: all County designated representatives – Administrative Officer Nate Greenberg, Assistant County Administrators Sue Dishion and Meaghan McCamman, Deputy Personnel Director Keri Oney, County Counsel John-Carl Vallejo, Health and Human Services Director Marilyn Mann, and Chief Probation Officer Jeff Thomson.
3. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Pursuant to Government Code §54957** – Title: County Administrator.

**OPEN SESSION** (With the exception of timed items, all open-session items may be considered at any time and in any order during the meeting in the Board's discretion.)

- 10 A.M.
4. **PLEDGE OF ALLEGIANCE**
  5. **REPORT ON CLOSED SESSION AS REQUIRED BY LAW**
  6. **PROCLAMATION - Wild Iris** - Request Board approve a proclamation declaring October 2022 Domestic Violence Awareness Month in Inyo County.
  7. **EMPLOYEE SERVICE RECOGNITION** - The Board will recognize employees who reached service milestones during the Third Quarter of 2022.
  8. **PUBLIC COMMENT** (*Comments may be time-limited*)
  9. **COUNTY DEPARTMENT REPORTS**

**CONSENT AGENDA** (Items that are considered routine and are approved in a single motion; approval recommended by the County Administrator)

10. **Agricultural Commissioner** - Request Board: A) approve the following appointments to the Agricultural Resource Advisory Board for three-year terms ending August 22, 2025: Bishop Chamber of Commerce and Visitors Bureau Executive Director Tawni Thomson, and Jeri Roen serving in the Inyo County Community Business at Large position; and B) approve the following appointments to the Agricultural Resource Advisory Board for three-year terms ending August 22, 2024: Inyo/Mono Cattlemen's Association President Scott Kemp, LADWP lessee Dr. Tom Talbot, and Tri-County Fair Board CEO Jen McGuire.
11. **County Administrator - Motor Pool** - Request Board: A) declare the vehicles identified in Exhibit A as surplus; B) authorize Motor Pool to offer the vehicles for sale utilizing the Public Surplus auction site; and C) authorize Motor Pool to utilize either the previously approved consignment auction agreement with Enterprise Fleet Management or another auctioneer for the removal and sale of any vehicles remaining unsold after the Public Surplus process.
12. **County Administrator - Personnel** - Request Board approve the side letter between the County of Inyo and the Law Enforcement Administrators Association.
13. **County Counsel** - Request Board:
  - A) Receive and approve the 2022 Conflict of Interest Code Biennial Reports from the following local agencies and County Departments: Auditor-Controller, Big Pine Fire Protection District, Clerk-Recorder, Farm Advisor, Independence Fire Protection District, Inyo County Office of Education, Lone Pine Fire Protection District, Lone Pine Unified School District, Mt. Whitney Cemetery District, Northern Inyo Healthcare District, Pioneer Cemetery District, Planning, Southern Inyo Fire Protection District, Southern Inyo Healthcare District, Sierra North Community Service District, and the Treasurer-Tax Collector; and
  - B) Receive and approve the 2022 Conflict of Interest Code amendments from the following local agencies: Agriculture/Weights Commissioner, Assessor, Big Pine Unified School District, Bishop Rural Fire Protection District, Coroner, County Counsel, District Attorney, Eastern Sierra Community Services District, Health and Human Services, Probation, Public Administrator/Public Guardian.

14. **Public Works** - Request Board approve Resolution No. 2022-38 titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California Authorizing the Recording of a Notice of Completion for the Lone Pine HHS HVAC Project," and authorize the Chairperson to sign.
15. **Treasurer-Tax Collector** - Request Board approve an ordinance titled, "An Ordinance of the Inyo County Board of Supervisors, State of California, Rescinding Section 3.20.035 of the Inyo County Code."

**DEPARTMENTAL** (To be considered at the Board's convenience)

16. **County Administrator** - Request Board: A) conduct workshop on housing priorities in order to develop a five-year plan for purposes of applying for Inyo County's Permanent Local Housing Allocation; and B) provide any follow-up direction to staff as necessary.
17. **County Administrator - Emergency Services** - Request Board:
  - A) Authorize the receipt of the California Fire Safe Council 2022 County Coordinator grant allocation in the amount of \$175,000;
  - B) Authorize the Inyo County Administrative Officer, as the designated Director of Emergency services and Authorized Agent, to enter into an agreement with the California Fire Safe Council by signing the Notification of Subrecipient Allocation; and
  - C) Amend the Fiscal Year 2022-2023 Office of Emergency Services Budget (023700) as follows: increase estimated revenues in Office of Emergency Services Budget (023700) in State Grants (4498) by \$175,000; and increase appropriations in Office of Emergency Services Budget (023700) Salaried Employees (5001) by \$149,000, General Operating Expense (5311) by \$17,000, and Travel Expense (5331) by \$9,000 (*4/5ths vote required*).
18. **Health & Human Services** - Request Board:
  - A) Amend the Fiscal Year 2022-2023 Health Budget (045100) as follows: increase revenue in Operating Transfer In (4998) by \$60,000 and increase appropriation in Prior Year Refund (5499) by \$60,000 (*4/5ths vote required*);
  - B) Amend the Fiscal Year 2022-2023 HHS Suspense Trust (505104) as follows: increase appropriation in Operating Transfers Out (5801) by \$60,000 (*4/5ths vote required*); and
  - C) Approve the return of funds to the California Department of Public Health (CDPH) in the amount of \$60,000.00 for unspent school-specific COVID-19 response funds allocated under AB86 - SS4A.
19. **Health & Human Services - Health/Prevention** - Request Board:
  - A) Amend the Fiscal Year 2022-2023 Tobacco Budget (Budget 640322) as follows: increase revenue in Operating Transfer In (4998) by \$56,478 and increase appropriation in Prior Year Refund (5499) by \$56,478 (*4/5ths vote required*);
  - B) Amend the Fiscal Year 2022-2023 Prop 99 Trust (505118) as follows: increase appropriation in Operating Transfers Out (5801) by \$56,478 (*4/5ths vote required*); and
  - C) Approve the return of funds to the California Department of Public Health (CDPH) in the amount of \$56,478.00 for unspent grant funds from the Inyo Tobacco Prevention and Education Program.

20. **Health & Human Services** - Request Board change the Authorized Strength in the Health and Human Services Department by reclassifying one (1) Limited-Term COVID Administrative Analyst III at Range 72 (\$5,387 - \$6,544) as an Administrative Analyst III at Range 72 (\$5,387 - \$6,544).
21. **Water Department** - Request Board provide direction to the County's Standing Committee representatives in advance of the meeting of the Inyo County/Los Angeles Standing Committee scheduled for October 13, 2022.
22. **Clerk of the Board** - Request Board approve the minutes of the regular Board of Supervisors meeting of September 27, 2022.

**COMMENT** (Portion of the Agenda when the Board takes comment from the public and County staff)

23. ***PUBLIC COMMENT*** (*Comments may be time-limited*)

**BOARD MEMBERS AND STAFF REPORTS**

**CORRESPONDENCE - INFORMATIONAL**

24. **Auditor-Controller** - An actual count of money in the hands of the treasurer made on October 3, 2022.
25. **California Fish & Game Commission** - Revised agenda for the October 12-13 Commission meeting in Kings Beach, CA.



**PROCLAMATION  
OF THE BOARD OF SUPERVISORS,  
COUNTY OF INYO, STATE OF CALIFORNIA  
DECLARING OCTOBER 2022 AS  
DOMESTIC VIOLENCE AWARENESS MONTH IN INYO COUNTY**



**WHEREAS**, although progress has been made toward breaking the cycle of domestic violence and providing support to victims and families of Inyo County, much work remains to be done; and

**WHEREAS**, Wild Iris has served over 1,000 survivors of domestic violence and sexual assault over the last year, and advocates, law enforcement officials, health care providers, court systems, tribal organizations, and others are all an integral part of the effort to end domestic violence in the Eastern Sierra and must be recognized and applauded for their work; and

**WHEREAS**, victims of domestic violence embody incredible strength and resilience; and there is a need to increase public awareness and understanding of domestic violence and the needs of survivors; and

**WHEREAS**, understanding the COVID-19 pandemic has contributed to unprecedented levels of domestic violence locally, as 1 in 4 women and 1 in 7 men will experience domestic violence in their lifetime; and

**WHEREAS**, children exposed to domestic violence can experience long-term consequences including difficulty at school, substance abuse, and serious physical and mental health problems as adults; and

**WHEREAS**, domestic violence has a significant economic impact on women; throughout the country, an estimated 8 million days of paid work are lost as a result of intimate partner violence, costing over \$8 billion in expenses annually through a combination of higher medical costs and lost productivity; and

**WHEREAS**, among families, domestic violence is the third leading cause of homelessness; and

**WHEREAS**, the Board of Supervisors recognizes the vital role that all Inyo County residents can play in preventing and one day ending domestic violence;

**NOW, THEREFORE, BE IT PROCLAIMED** that the Inyo County Board of Supervisors designates October 2022 as National Domestic Violence Awareness Month in Inyo County.

**APPROVED AND ADOPTED** this 11th day of October 2022, by the Inyo County Board of Supervisors.

\_\_\_\_\_  
Jennifer Roeser,  
Vice Chairperson, County of Inyo Board of Supervisors

Attest: NATE GREENBERG  
Clerk of the Board

By: \_\_\_\_\_  
Assistant Clerk of the Board



# COUNTY OF INYO

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## PERSONNEL DEPARTMENT

P. O. Box 249, Independence, California 93526

760-878-0377

760-878-0465 (Fax)

### MEMORANDUM

To: Department Heads

From: Denelle Carrington, Senior Budget Analyst

Date: October 3, 2022

Re: Employee Service Awards for 2<sup>nd</sup> Quarter 2022

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The following employees will be recognized for their service to the County of Inyo, at the Board of Supervisors Meeting on Tuesday, October 11<sup>th</sup> at 10:00 am. Please invite your employees to attend the Board of Supervisors meeting (in person) to be recognized.

<b>Name</b>	<b>Hire Date</b>	<b>Years of Service</b>	<b>Department Head</b>
Tim Bachman	08/01/07	15	Eric Pritchard
Thomas White	08/24/17	5	Jeff Thomson
Chris Anderson	07/15/87	35	Marilyn Mann
Lisa Gates	07/06/92	30	Marilyn Mann
Anna Scott	07/01/07	15	Marilyn Mann
Maricela Baez	08/10/17	5	Marilyn Mann
Serena Johnson	08/10/17	5	Marilyn Mann
Chelsea Stockton	09/07/17	5	Marilyn Mann
Veronica Castro Godoy	09/21/17	5	Marilyn Mann
Kyler Hanson	07/13/17	5	Mike Errante
Kevin Longest	08/24/17	5	Mike Errante
Johnnie Lutze	07/27/17	5	Meaghan McCamman
Alexis Safarik	09/21/17	5	Patricia Wilder-Barton



# County of Inyo



## Agricultural Commissioner

### CONSENT - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Nathan Reade

**SUBJECT:** Appointment of Members to the Agricultural Resource Advisory Board

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#### **RECOMMENDED ACTION:**

Request Board: A) approve the following appointments to the Agricultural Resource Advisory Board for three-year terms ending August 22, 2025: Bishop Chamber of Commerce and Visitors Bureau Executive Director Tawni Thomson, and Jeri Roen serving in the Inyo County Community Business at Large position; and B) approve the following appointments to the Agricultural Resource Advisory Board for three-year terms ending August 22, 2024: Inyo/Mono Cattlemen's Association President Scott Kemp, LADWP lessee Dr. Tom Talbot, and Tri-County Fair Board CEO Jen McGuire.

#### **SUMMARY/JUSTIFICATION:**

The Agriculture Resource Advisory Board shall consist of 7 voting members:

- Bishop Chamber of Commerce
- The Inyo/Mono Cattlemen's Association President
- Inyo-Mono Farm Bureau President or Representative
- Resource Conservation District Chair or Representative
- An LADWP Lessee
- The Tri-County Fair Board Chair or Representative
- A representative of the Business Community At-Large

The terms for many of these positions recently expired. Staff recruited either new representatives or individuals interested in reappointment. The Business Community At-Large position was publicly advertised, and one response was received: a request for appointment from Jeri Roen, part-owner of a family ranch in Inyo. Recruitment will continue for the positions of Inyo-Mono Farm Bureau President or Representative and Resource Conservation District Chair or Representative.

The purpose of this Board is to act as a Technical Advisory Board on agricultural matters with the goal of sustaining and enhancing agricultural production in Inyo County. Duties include providing advice and recommendations to the Inyo County Board of Supervisors, Inyo County Planning Department, and other Inyo County Agencies regarding agricultural issues.

#### **BACKGROUND/HISTORY OF BOARD ACTIONS:**

In 2006 your board created an advisory board to provide input and advice regarding agricultural matters in Inyo County. This Agriculture Resource Advisory Board included 7 members representing various stakeholders throughout Inyo County as well as several ex officio members. The list of members includes:

- Community Business at Large Representative
- Los Angeles Department of Water and Power Lessee Representative
- Inyo/Mono Farm Bureau President
- Inyo/Mono Cattleman's Association President
- Resource Conservation District Chair
- Tri-County Fair Board Chair
- Chamber of Commerce Representative

Ex-officio members include:

- Board of Supervisors Representative
- Los Angeles Department of Water and Power
- Bureau of Land Management
- Inyo National Forest
- Inyo County Sheriff's Office

The Agriculture Resource Advisory Board has provided input to your board on several occasions in the past but has not been active during the last several years. New concerns have arisen that necessitate the reconstitution of this advisory board.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to appoint the 5 members, thus leaving the Agriculture Resource Advisory Board with 7 vacancies.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

Appointing members to this advisory board will have no impact on the Agricultural Commissioner's Budget # 023300.

**ATTACHMENTS:**

**APPROVALS:**

Janice Jackson	Created/Initiated - 10/3/2022
Janice Jackson	Approved - 10/3/2022
Darcy Ellis	Approved - 10/3/2022
Janice Jackson	Final Approval - 10/4/2022





# County of Inyo



## County Administrator - Motor Pool

### CONSENT - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Miquela Beall

**SUBJECT:** Motor Pool Vehicle Surplus Auction

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#### RECOMMENDED ACTION:

Request Board: A) declare the vehicles identified in Exhibit A as surplus; B) authorize Motor Pool to offer the vehicles for sale utilizing the Public Surplus auction site; and C) authorize Motor Pool to utilize either the previously approved consignment auction agreement with Enterprise Fleet Management or another auctioneer for the removal and sale of any vehicles remaining unsold after the Public Surplus process.

#### SUMMARY/JUSTIFICATION:

Since 2015, Inyo County has used the online auction site Public Surplus to dispose of surplus vehicles with great success. This system provides the opportunity for local government agencies, special districts, non-profit agencies, county residents, and the general public to purchase surplus County vehicles online. The auction will be conducted over a one-week period, and will be accompanied by local advertising. There will be a reserve price on each vehicle as the minimum bid, and each vehicle that meets or exceeds the reserve price will be sold to the highest bidder. All payments will be processed through Public Surplus to minimize contact between staff and the public, reducing the risk of spreading COVID-19. At the end of the auction, unsold vehicles will be sold through a traditional auction agreement (using a competitive process), unless a cost benefit analysis determines that the net proceeds will be greater by selling the vehicles as scrap metal. All proceeds will be deposited into the Motor Pool replacement fund and used for future purchases and/or Motor Pool operations.

A list of the vehicles proposed for surplus and sale is presented as Attachment A.

#### BACKGROUND/HISTORY OF BOARD ACTIONS:

#### ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Your Board could choose not to declare these vehicles as surplus and not approve them for auction, but that is not recommended. Staff believe that the age and mileage of these vehicles make them too costly to maintain and unreliable for use by County staff to serve the community. Your Board could also choose not to approve the use of Public Surplus and instead require staff to conduct a live auction, but that is also not recommended. Based on past experience, online auction is the best option as it allows for the most access for the community and is the most efficient use of County staff time.

#### OTHER AGENCY INVOLVEMENT:

**FINANCING:**

Proceeds from the auction of surplus vehicles go into the Motor Pool Replacement Fund, budget 200200. The funds will be used as capitalization reduction payments on new vehicle leases to reduce the monthly cost of the new/ replacement vehicles to the County.

**ATTACHMENTS:**

1. Attachment A - Surplus Vehicle List

**APPROVALS:**

Miquela Beall	Created/Initiated - 9/23/2022
Darcy Ellis	Approved - 9/23/2022
John Vallejo	Approved - 9/23/2022
Amy Shepherd	Approved - 10/5/2022
Sue Dishion	Final Approval - 10/6/2022

**Surplus List 9/22**

<b>Asset #</b>	<b>Year</b>	<b>Color</b>	<b>Make</b>	<b>Model</b>	<b>VIN</b>
8512	2007	WHITE	CHEVY	MALIBU	1G1ZS58N57F301779
8486	2008	GOLD	FORD	ESCAPE	1FMCU93178KA62727
9425	2014	WHITE	FORD	ESCAPE	1FMCU0GX6EUB65714
8532	2008	GRAY	CHEVROLET	IMPALA	2G1WB58K381202217
8535	2008	SAGE	FORD	FUSION	3FAHP07128R240214
8537	2008	SILVER	FORD	ESCAPE	1FMCU93148KE20012
8732	2008	WHITE	CHEVROLET	UPLANDER	1GBDV13W48D212479
8761	2010	SILVER	FORD	ESCAPE	1FMCU9DG6AKA00972
8482	2008	SILVER	FORD	ESCAPE	1FMCU93178KA62730
8834	2010	WHITE	FORD	FOCUS	1FAHP3FN5AW227336
6769	1993	WHITE	FORD	RANGER	1FTCR10X3PPB10029
8310	2003	WHITE	DODGE	DURANGO	1D4HS38N43F574300



# County of Inyo



## County Administrator - Personnel

### CONSENT - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Sue Dishion

**SUBJECT:** Side Letter with LEAA

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**RECOMMENDED ACTION:**

Request Board approve the side letter between the County of Inyo and the Law Enforcement Administrators Association.

**SUMMARY/JUSTIFICATION:**

The County and the Law Enforcement Administrator's Association (LEAA) negotiations have been delayed because of some unforeseen circumstances. The County and LEAA have agreed on two specific items to be implemented prior to the conclusion of negotiations. The County negotiations team recommends approving this sideletter.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

N/A

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Don't approve and wait for negotiations to be completed.

**OTHER AGENCY INVOLVEMENT:**

N/A

**FINANCING:**

The FY 22/23 Sheriff's Department Budget includes the COLA for all Safety employees.

**ATTACHMENTS:**

1. LEAA Side Letter

**APPROVALS:**

Darcy Ellis  
Darcy Ellis  
Darcy Ellis

Created/Initiated - 10/5/2022  
Approved - 10/6/2022  
Approved - 10/6/2022

Keri Oney  
John Vallejo  
Amy Shepherd

Approved - 10/6/2022  
Approved - 10/6/2022  
Final Approval - 10/6/2022

# INYO COUNTY LAW ENFORCEMENT ADMINISTRATORS' ASSOCIATION

August 31, 2022

Sue Dishion  
County of Inyo  
Personnel Labor Relations Administrator

Dear Sue,

The majority of the LEAA members have agreed to, and wish to accept the County's offer of a 4% annual COLA effective immediately:

4% retroactive to the first full pay period in July, 2022.

The LEAA will agree to the COLA as a side item, separate from general contract negotiations.

In addition, the majority of the LEAA members wish to have the following promotional language to the MOU:

"For Sheriff's Office LEAA members, the Sheriff at their discretion may appoint a Lieutenant or Undersheriff directly, waiving the Inyo County's Personnel Rules, section 6.5 for an examination."

Sincerely,



Jared Sparks



# County of Inyo

## County Counsel

### CONSENT - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** John Vallejo

**SUBJECT:** 2022 Biennial Conflict of Interest Review

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#### RECOMMENDED ACTION:

Request Board:

A) receive and approve the 2022 Conflict of Interest Code Biennial Reports from the following local agencies and County Departments: Auditor-Controller, Big Pine Fire Protection District, Clerk-Recorder, Farm Advisor, Independence Fire Protection District, Inyo County Office of Education, Lone Pine Fire Protection District, Lone Pine Unified School District, Mt. Whitney Cemetery District, Northern Inyo Healthcare District, Pioneer Cemetery District, Planning, Southern Inyo Fire Protection District, Southern Inyo Healthcare District, Sierra North Community Service District, and the Treasurer-Tax Collector; and

B) receive and approve the 2022 Conflict of Interest Code amendments from the following local agencies: Agriculture/Weights Commissioner, Assessor, Big Pine Unified School District, Bishop Rural Fire Protection District, Coroner, County Counsel, District Attorney, Eastern Sierra Community Services District, Health and Human Services, Probation, Public Administrator/Public Guardian.

#### SUMMARY/JUSTIFICATION:

Government Code S 87306.5 requires that the Inyo County Board of Supervisors, no later than July 1st of each even numbered year, direct every local governmental agency within the county, to review its conflict of interest code and report to the Board no later than October 1st, of each even numbered year. The report is a certification that the conflict of interest code has been reviewed and that either no changes need be made to the code or that certain changes need to be made as indicated. Inyo County Ordinance Number 931 (County Code section 2.83.050) imposes similar requirements upon each department of the County to conduct a biennial review of its conflict of interest code. On February 16, 2022, the Office of County Counsel notified each county department/local agency within Inyo County of its obligation to review its conflict of interest code and file the required biennial report on or before October 1, 2022. On June 10, 2022, the Office of County Counsel distributed a reminder notice to all county departments/local agencies who had not submitted their reports. There are a number of departments/local agencies who have not yet submitted their conflict of interest code biennial reports.

County Departments who have reviewed their conflict of interest code and submitted their biennial report to the Board indicating no changes are required include: Auditor-Controller, Clerk-Recorder, Farm Advisor, Planning, Treasurer-Tax Collector. Local Agencies that have reviewed their conflict of interest code and submitted their biennial report to the Board indicating no changes are required include: Big Pine Fire Protection District, Independence Fire Protection District, Inyo County Office of Education, Lone Pine Fire Protection District, Lone Pine Unified School District, Northern Inyo Healthcare District, Mt. Whitney Cemetery District, Pioneer Cemetery District,

Sierra North Community Service District, Southern Inyo Fire Protection District, and the Southern Inyo Healthcare District. By this Agenda Request, the Board is asked to receive and approve these biennial reports.

In conducting their biennial review, the following departments and local agencies are requesting necessary changes to their conflict of interest codes: Agriculture/Weights Commissioner, Assessor, Big Pine Unified School District, Bishop Rural Fire Protection District, Coroner, County Counsel, District Attorney, Eastern Sierra Community Services District, Health and Human Services, Probation, and the Public Administrator/Public Guardian. These departments and local agencies are seeking your Board's approval as the Local Agency Code Reviewing Body.

We have reviewed the Biennial Reports and Conflict of Interest Codes submitted to your Board, and find them to be in accordance with legal requirements.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

N/A

**ATTACHMENTS:**

1. Auditor-Controller
2. Big Pine Fire Protection District
3. Clerk-Recorder
4. Farm Advisor
5. Independence Fire Protection District
6. Inyo County Office of Education
7. Lone Pine Fire Protection District
8. Lone Pine Unified School District
9. Mt. Whitney Cemetery District
10. Northern Inyo Healthcare District
11. Pioneer Cemetery District
12. Planning Department
13. Southern Inyo Fire Protection District
14. Southern Inyo Healthcare District
15. Sierra North Community Service District
16. Treasurer-Tax Collector
17. Ag/Weights & Measures
18. Assessor
19. Big Pine Unified School District
20. Bishop Rural Fire Protection District
21. CORONER
22. County Counsel
23. District Attorney
24. Eastern Sierra Community Services District
25. Health and Human Services
26. Probation
27. PAPG



**APPROVALS:**

Mallory Watterson  
Darcy Ellis  
Mallory Watterson  
John Vallejo

Created/Initiated - 9/23/2022  
Approved - 9/23/2022  
Approved - 9/23/2022  
Final Approval - 10/6/2022

**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

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This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
  
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Amy Shepherd  
Department Auditor Controller  
Mailing Address PO Drawer R Independence CA 93526  
Date of Review of Departmental Conflict of Interest Code 06/20/2022

  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE**  
Auditor Controller **DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Auditor Controller Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the Auditor Controller Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of Auditor Controller.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income

received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  

---

**DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
Auditor Controller	1
Assistant Auditor Controller	2

**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE  
Auditor-Controller DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

**DISCLOSURE CATEGORY ONE (1):** Disclosure as required by Government Code section 87200, et. Seq.

**DISCLOSURE CATEGORY TWO (2):**

1) Designated employees shall report any investment, business position, interest in real property or source of income if the business entity in which the investment or business position is held, the interest in real property, or the source of income is located within the County of Inyo or within two miles of the County boundary.

2) Designated employees shall disclose all investments, business positions, interests in real property, or sources of income, regardless of where located, if the business entity in which the investment or business position held, the interest in real property, or the income or source of income is from any of time during the two (2) years prior to the time the statement is filed, currently does any business in Inyo County, or currently has plans to do business in Inyo County such as:

a) Public accounting firm

b) Consulting firms that prepare reports on the County's behalf that may be required to be filed with state or federal agencies.

c) Consulting firms providing accounting services.

d) Vendors of computer software that might be used in the accounting processes of the County that are not commercially available to the general public.

## 2022 LOCAL AGENCY BIENNIAL REPORT

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:


County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Juan Dixon  
Agency Big Pine Fire Protection Dist  
Mailing Address P.O. Box 382 Big Pine Ca 93513  
Date of Review of Agencies Conflict of Interest Code 6/21/22

  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**BIG PINE FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS  
June 21, 2022**

Greg Bird called a meeting of the Board of Commissioners of the Big Pine Fire Protection District to order at 6:30PM on June 21, 2022.

Commissioners present were Greg Bird, Kerry Koontz and Pete Schlieker. Jeri Stout was present at 6:57PM. Chief Damon Carrington was present. Visitors were Jennifer Rossier, Jason Morgan, and Everett Holland.

Approval of the minutes of May 19, 2022.

First: Kerry Koontz    Second: Pete Schlieker    All in favor.

Bills submitted for payment:

***Ambulance Budget:***

American Business Machines	26.09
BP Shell	0
Bishop Welding	87.50
Hi Country Mkt	106.05
Frontier – Internet	320.00
<b>TOTAL</b>	<b>\$ 539.64</b>

***Fire Budget:***

American Business Machines	26.10
BPCSD	132.43
Brown's Supply	42.99
BP Shell	0
Crane's Waste Oil	125.00
Dewey Pest	0
DWP – 058 590 8433 (Bldg. #3) 585908433	0
DWP – 181 600 0000 (Bldg. #1) 1826000159	0
DWP – 281 600 0000 (Siren) 2816000xxx	44.64
DWP – 381 600 0000 (Bldg. #2) 3816000343	0
Eastern Sierra Propane	0
Frontier Communications	191.78
Hi Country Mkt	674.08
High Country Lumber	250.05
Laser Light Engravers	70.36
Mojave Desert Htg and Cooling	990.00
Quill	44.59
SCE Credit on file of \$19.89	0
Steve's Auto	599.67
Streamline	100.00
Union Bank	167.32
WEX BANK – Chevron Credit Card	113.13
<b>TOTAL</b>	<b>\$3,572.14</b>

***Wildland Budget:***

Amazon	87.01
Amazon	31.24



LN Curtis – California Fire Foundation Grant	15,144.46
<b>TOTAL</b>	<b>\$15,262.71</b>

**2022/2023 BUDGET**

Golden State Risk Management	78,050.00
<b>TOTAL</b>	<b>\$78,050.00</b>

Total Expenditures: \$97,424.49

Income from Amb billing: \$4,900.15

Income from Fire billing: \$0

*Fund Balances: ACO \$104,979 Operating \$290,441 Amb \$94,600 Wildland \$557,977*

A motion was made the submitted bills be paid.

First: Jessica Scida Second: Kerry Koontz All in favor

**DEPARTMENTAL BUSINESS/ACTION ITEMS**

- A plaque was presented to Jason Morgan and Everett Holland for action taken on May 15<sup>th</sup> at Klondike Lake. The plaque was presented by Chief Damon Carrington. The County of Inyo also made a presentation to them on June 7<sup>th</sup> at the Board of Supervisors meeting. Due to their quick thinking and action, several people were rescued from the lake which prevented them from drowning, which was a real possibility.
- The Board has reviewed our Conflict-of-Interest Code as required by government code Section 87306-5 and have determined that no changes are needed at this time. A motion was made that the code be accepted as written.  
First: Kerry Koontz Second: Pete Schlieker All in favor.
- Damon would like an old pump and four 10' sections of suction hose to be noted as surplus items to be dispensed. The pump is very old and very hard to get operating and keep operating. He would like to give this to Glacier Lodge as fire suppression equipment if they are interested.  
First: Pete Schlieker Second: Jessica Scida All in favor.

**REPORTS**

Update from the Chief

- Accident rates need to be increased as they have not been adjusted since 2017.
- CAL OES has had a rate increase so we will need to review and increase the rates for our firemen.
- The garage doors should be installed in June.
- Truck #8 is still waiting for parts. Possible ready on Friday June 24<sup>th</sup>.
- Damon has 4 years until retirement from the District. He has two individuals in mind that could be a possible replacement for Chief and Asst. Chief.
- Damon would like to have access to his fire department computer from home. Scott and Mr. Koontz will begin working on this very soon.
- Incident review shows that our runs are down from last year.

Update from the Assistant Chief

- None

Update from Commissioner Chairman Greg Bird

- The parking lot project should begin on July 18<sup>th</sup> and should be two weeks from start to finish, providing weather and the batch plant do not become problematic.
- The steel building is being ordered when the pavement project begins.

Run Report:

	<b>MONTHLY TOTALS</b>	
	Fire Calls	3
	Medical	9
	Fire & Medical	5
	Service Calls	0
	Training	5
	Misc.	2
	Good	0
	False	3
	Hazard	0
	Weather	0
	Explosion	0
	<b>YEARLY TOTAL</b>	<b>170 YEARLY TOTAL</b>

There being no further business a motion was made that the meeting be adjourned.

First: Pete Schlieker      Seconded: Jeri Stout      All in favor.

Adjournment – Chairman Greg Bird adjourned the meeting at 7:33 PM.

Submitted: Joan Dixon

RECEIVED

MAR 29 2022

2022 LOCAL AGENCY BIENNIAL REPORT

Office of County Counsel  
Independence

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person LINDA K. HAIN, MANAGER  
Agency INT. WHITNEY CEMETERY DISTRICT  
Mailing Address P.O. BOX 1202, Lone Pine CA 93545  
Date of Review of Agencies Conflict of Interest Code MAR. 16, 2022

[Signature]  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Danielle Sexton  
Department Clerk-Recorder  
Mailing Address PO DRAWER F, Independence CA 93526  
Date of Review of Departmental Conflict of Interest Code 6/16/22

  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

RECEIVED

JUN 29 2022

Office of County Counsel  
Independence

**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

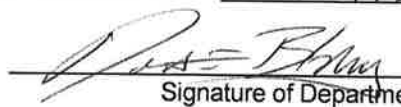
This department has reviewed its conflict of interest code and has determined that:

(1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,

(2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):

- Include new positions which must be designated.
- Make changes to the reportable sources of income, investments, business positions, or real property.
- Make changes to the titles of positions assigned.
- Delete positions which have been abolished or changed.
- Change or add the provisions required by Government Code Section 87302.

Contact Person DUSTIN BLAKEY  
 Department FARM ADVISOR  
 Mailing Address 1360 N MAIN ST BISHOP CA 93514  
 Date of Review of Departmental Conflict of Interest Code 6/29/22

  
 \_\_\_\_\_  
 Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**2022 LOCAL AGENCY BIENNIAL REPORT**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

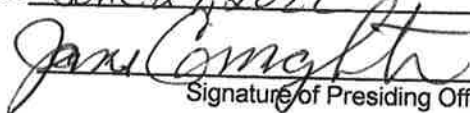
County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Janis L. Odum, Secretary  
Agency Independence Fire Protection District  
Mailing Address P.O. Box B Independence, CA 93526  
Date of Review of Agencies Conflict of Interest Code June 27, 2022

  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE**  
Independence Fire Protection DISTRICT  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Independence Fire Protection District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Persons holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each person in a designated position shall file a statement of financial interest disclosing that person's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the person's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Presiding Officer of the Independence Fire Protection District's Governing Board may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All persons required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Presiding Officer of the Independence Fire Protection District's Governing Board.

(B) Time and Content of Filing.

The first statement by a person in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement by a person who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the District and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first

statement, each person in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the person assumed the designated position during the calendar year. Every person in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the person's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

A person in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No person in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.



APPENDIX "A"  
CONFLICT OF INTEREST CODE OF THE  
Independence Fire Protection DISTRICT  
COUNTY OF INYO, STATE OF CALIFORNIA

DESIGNATED POSITIONS

Designated Positions

Disclosure Category

Designated Positions named in Exhibit "A" are assigned to all of the following disclosure categories:

1. Ownership of, or control over, all real property in excess of \$1,000 located in the district or within two miles of the Boundaries of the district, with the exception of officials' Principal residence.
2. Any financial interest, directly or indirectly, in any commercial firm with which the Fire Protection District might have dealings. This would include, but not limited to, automotive parts and supplies, mechanical services, Fire & Rescue equipment, petroleum products, building repair and maintenance services.

**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE  
*Independence Fire Protection* DISTRICT  
COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

<b>Elected Commissioners</b>	<b>Appendix B</b>
<b>Appointed Secretary</b>	<b>Appendix B</b>
<b>Fire Chief</b>	<b>Appendix B</b>
<b>Assistant Fire Chief</b>	<b>Appendix B</b>

June 29, 2022

Office of the County Counsel  
County of Inyo  
PO Box M  
Independence, CA 93526

Dear Mr. Vallejo:

Enclosed are the following documents:

1. 2021 Local Agency Biennial Report
2. Copy of signed Agenda from June 27, 2022 Commission Meeting indicating review and motion to “not amend” the Conflict of Interest.

If you need any further information, please don't hesitate to contact me.

Sincerely,



Janis L. Odum, Secretary  
Independence Fire Protection District

760.878.8104 Personal Cell  
[firesec@suddenlinkmail.com](mailto:firesec@suddenlinkmail.com)

**2022 LOCAL AGENCY BIENNIAL REPORT**

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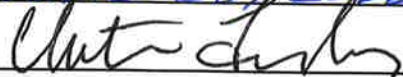
County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

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  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Kim Cash, Board Secretary  
Agency Inyo County Office of Education  
Mailing Address 106 Grandview Drive, Bishop CA 93514  
Date of Review of Agencies Conflict of Interest Code JUNE 28, 2022

  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**2022 LOCAL AGENCY BIENNIAL REPORT**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

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County of Inyo  
Post Office Box M  
Independence, CA 93526



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  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person CARL BURSELL  
Agency LONE PINE FIRE  
Mailing Address BOX 1007 LONE PINE CA 93545  
Date of Review of Agencies Conflict of Interest Code 3-17-2022

Carl Bursell  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.





# **LONE PINE FIRE DEPARTMENT**

130 N Jackson ST Lone Pine, CA 93545  
(760) 876-4626 (760) 876-4000 FAX  
[lpfd2400@gmail.com](mailto:lpfd2400@gmail.com)

## **CONFLICT OF INTEREST CODE**

### **LONE PINE FIRE PROTECTION DISTRICT**

#### **I. ADOPTION**

In compliance with the Political Reform Act of 1974, California Government Code #81000, et seq., the Lone Pine Fire Protection District hereby adopts this Conflict of Interest Code, which shall be applicable to all designated employees of the Lone Pine Fire Protection District as specifically required by California Government Code #87300.

This code has the force and effect law. Designated employees violating this code are subject to the sanctions provided in Chapter 11 of the political Reform Act, Government Code #91000, et seq.

#### **II. DESIGNATED EMPLOYEES**

Government Code #87302(a) requires that all persons (including governing board members) who occupy positions within Lone Pine Fire Protection District which involve the making, or participation in the making, of decisions which may foreseeably have a material effect on any financial interest shall be a designated employee. All persons who hold the positions enumerated in Section III, below, are designated employees and must disclose all economic interest set forth in the Section.

#### **III. DESIGNATED POSITIONS**

Persons occupying the following positions are designated employees and must disclose the following economic interests. The manner of reporting reportable items shall be as provided by Government Code #87200:

Fire District Commissioners, the attorney for the District, and the Fire Chief shall disclose:

1. Investments in any business entity which, within the last two years, has contracted, or on the future foreseeably may contract, with this District to provide services, supplies, materials, machinery or equipment. See Government Code #82034, 87103, 87206.
2. Income from any source which, within the last 12 months, has contracted, or in the future foreseeably may contract, with the District to provide services, supplies, materials, machinery or equipment to the District. See Government Code #82030, 87103, 87207.
3. Interests in real property, located in whole or in part either within the boundaries of the District, or within two miles of the boundaries of the District, or within two miles of the boundaries of the District, or within two miles of the boundaries of the District, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property. See Government Code #82033, 87103, 87206.

#### IV. STATEMENT OF ECONOMIC INTERESTS-FILING

##### A. Initial Statement

An initial statement shall be filed by each designated employee within 30 days after the effective date of this Conflict of Interest Code disclosing investments in business entities and interests in real property made reportable by Section III, above. All new designated employees shall file statements not less than ten days before assuming office or, if subject to confirmation, ten days before being confirmed, unless an earlier assumption of office is required by emergency circumstances. Government Code #87302(b).

##### B. Annual Statements

Thereafter, each designated employee shall file an annual statement by March 31<sup>st</sup>, disclosing reportable investments in business entities, interests in real property, and income held or received in the period since the closing date of the employee's previously filed statement and December 31<sup>st</sup>.

##### C. New Positions

Designated employees appointed, promoted or transferred to designated positions within the agency shall file initial statements disclosing reportable investments in business entities and interests in real property within 30 days after assuming office. Government Code #87302(b).

##### D. Leaving Office

Any designated employee whose employment with the Lone Pine Fire Protection District is terminated, voluntarily or involuntarily, shall, within 30 days after termination, file a



statement disclosing investments in business entities, interests in real property, and income, covering the period between the closing date of previous statement of economic interests and termination date.

E. Filing with the Agency

The statements shall be filed with the person acting as the filing officer for the agency, who is the Fire Chief. In the case of Directors, the filing officer shall make and retain a copy of the statement and transmit the original to the code reviewing body within five days of receipt.

**V. MANNER OF REPORTING**

The manner of reporting reportable interests shall be pursuant to Government Code #87206 and 87207.

**VI. DISQUALIFICATION**

A designated employee must disqualify himself or herself from making or participating in the making of any decisions which will foreseeably have material financial effects, distinguishable from its effect on the public generally, on any reportable economic interest (except gifts of less than \$250) or upon any business entity in which the designated employee holds a position of management or is a director, officer, partner, sole owner, trustee, or employee. No member shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made.

**VII. Definitions**

Unless otherwise indicated, the definitions contained in the Political Reform Act of 1974, Government Code #81000, et seq., the Regulations of the Fair Political Practices Commission adopted pursuant there to, and any amendments to the Act and Regulations are incorporated into this Conflict of Interest Code. Copies of this Code, the Political Reform Act of 1974, and the Regulations of the Fire Political Reform Act of 1974, And the Regulations of the Fair Political Practices Commission shall be on file with filing officer. The filing officer shall supply each designated employee with an instruction manual and statement of economic interests form.

**VIII. EFFECTIVE DATE CODE**

This Conflict of Interest Code shall become effective 30 days after approval by the Inyo County Board of Supervisors.



**2022 LOCAL AGENCY BIENNIAL REPORT**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Kasey Wuester  
Agency Lone Pine Unified School District  
Mailing Address PO Box 159, Lone Pine, CA 93546  
Date of Review of School Districts Conflict of Interest Code April 27, 2022

Kasey Wuester  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

MAR 29 2022

2022 LOCAL AGENCY BIENNIAL REPORT

Office of County Counsel  
Independence

Government Code Section 87306.5 requires local agencies to submit to the code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person LINDA K. HAWN, MANAGER  
Agency MT. WHITNEY CEMETERY DISTRICT  
Mailing Address P.O. BOX 1202, Lone Pine, CA 93545  
Date of Review of Agencies Conflict of Interest Code MAR. 16, 2022

[Signature]  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

# **CONFLICT OF INTEREST CODE OF THE NORTHERN INYO HEALTHCARE DISTRICT COUNTY OF INYO, STATE OF CALIFORNIA**

## **SECTION 1: Purpose**

Pursuant to California Government Code section 87300, *et seq.*, the Northern Inyo Healthcare District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the *Political Reform Act of 1974* (California Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 81700 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

## **SECTION 2: Designated Positions**

The positions listed on Appendix “A” are designated positions. Persons holding these designated positions are designated positions and are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

## **SECTION 3: Disclosure Statements**

Each designated position is assigned to one or more of the disclosure categories as set forth in Appendix “B”. Each person in a designated position shall file a statement of financial interest disclosing that person’s interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the person’s position is assigned on Appendix “A”.

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix “A”, the Presiding Officer of the Northern Inyo Healthcare District’s Governing Board may determine in writing that a particular consultant, although a “designated” position is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix “A”. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4: Place, Time, and Requirements of Filing**

(A) Place of Filing.

All persons required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Presiding Officer of the Northern Inyo Healthcare District Governing Board.

(B) Time and Content of Filing.

The first statement by a person in a designated position upon the effective date of this Conflict of Interest Code shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property held on the effective date of this Conflict of Interest Code and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement by a person who assumes a designated position after the effective date of this Conflict of Interest Code shall be filed within thirty (30) days after assuming such position with the District and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each person in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the person assumed the designated position during the calendar year. Every person in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the previous calendar year or since the date the person assumed the designated position during the calendar year. Every person in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5: Contents of Disclosure Statement**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the person's position is assigned on Appendix "A".

**SECTION 6: Disqualification**

A person in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No person in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**DESIGNATED POSITIONS**

**OF THE NORTHERN INYO HEALTHCARE DISTRICT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORY</u>
Members of the Board of Directors; Hospital Administrator/CEO; Chief Financial Officer; Chief Operating Officer	1
Chief Information Officer	2
Chief Human Resources Officer	2
Chief Nursing Officer	2
Chief Medical Officer	2
Director of Pharmacy	3
Director of Purchasing	3
Director of Laboratory	3
Director of Diagnostic Imaging	3
Dietary Director	3
Consultants, and Hospital District Legal Counsel	4



**APPENDIX “B”  
OF THE NORTHERN INYO HEALTHCARE DISTRICT**

**DISCLOSURE CATEGORIES**

An investment, business position, interest in real property, or income is reportable if the business entity in which the investment or business position is held, the interest in real property, or the income or source of income may foreseeably be affected materially by any decision made or participated in by a person in a designated position.

**Designated persons in Disclosure Category “1” must report:**

All investments, interests in real property and income, any business entity in which the person is a director, officer, partner, trustee, employee, or holds any position of management, and any such business position. Financial interests are reportable only if located within or subject to the jurisdiction of the Northern Inyo Healthcare District or if the business entity is doing business or planning to do business in the jurisdiction or has done business within the jurisdiction at any time during the two years prior to the filing of the statement.

**Designated persons in Disclosure Category “2” must report:**

- A. Investments in any business entity defined to be an “employer” or an “employment agency” within the meaning of the State Labor Statute.
- B. Each source of income, provided that the income was furnished by or on behalf of any person defined to be an “employer, “labor organization”, “employment agency, or “joint apprenticeship council” within the meaning of the California Labor Code.
- C. His or her status as a director, officer, partner, trustee, employee, or any position of management in any business entity defined to be an “employer”, “employment agency”, labor organization”, or “joint apprenticeship council”, within the meaning of the State Labor Statute.

**Designated persons in Disclosure Category “3” must report:**

- A. Investments in any business entity which, within the last two years, has contracted, or in the future foreseeably may contract with the Northern Inyo Healthcare District or with the State of California to provide services, supplies,

materials, machinery or equipment to the department or division of the Healthcare District in which the persons serve as designated persons.

- B. Income from any source which, within the last two years, has contracted, or in the future foreseeably may contract with the Healthcare District or with the State of California to provide services, supplies, materials, machinery or equipment to the department or division of the Healthcare District in which the persons serve as designated persons.
- C. His or her status as director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which, within the last two years, has contracted, or in the future foreseeably may contract with the Healthcare District or with the State of California to provide services, supplies, materials, machinery or equipment to the department or division of the Healthcare District in which the persons serve as designated persons.

**Designated persons in Disclosure Category "4":**

Are consultants. A consultant is any natural person who provides under contract information, advice, or recommendation of counsel to the Northern Inyo Healthcare District. The disclosure required of each consultant shall be determined on a case by case basis by the Hospital Administrator/CEO, based on whether the consultant participates in the making of decisions on behalf of the Northern Inyo Healthcare District which may foreseeably and materially affect any investments, interests in real property, or sources of income conceivably held by the consultant, or any business entity in which the consultant may conceivably hold a business position. The scope of disclosure required of each consultant, if any, shall be determined by the Hospital Administrator/CEO in writing in each case, and may include, but is not limited to, any source listed in Disclosure Categories 1, 2, or 3 or this Appendix.

This acknowledges that the Northern Inyo Healthcare District adopted this Conflict of Interest Code on Wednesday, July 20, 2022.

  
\_\_\_\_\_  
Signature of Authorized Officer  
Jody Veenker, Governing Board Chair  
Northern Inyo Healthcare District

**2022 LOCAL AGENCY BIENNIAL REPORT**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

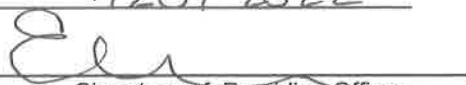
County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
  
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person ERIKA HERNANDEZ, BOARD CLERK  
Agency NORTHERN INYO HEALTHCARE DISTRICT  
Mailing Address 150 PIONEER LANE BISHOP, CA 93514  
Date of Review of Agencies Conflict of Interest Code 7/20/2022

  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**2022 LOCAL AGENCY BIENNIAL REPORT**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

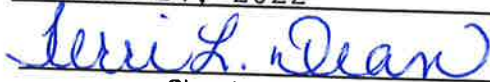
RECEIVED  
APR 12 2022  
Office of County Counsel  
Independence

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Terri L. Dean  
Agency Pioneer Cemetery District  
Mailing Address P.O. Box 1326, Bishop, CA 93515  
Date of Review of Agencies Conflict of Interest Code March 24, 2022



Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE**  
**Pioneer Cemetery** DISTRICT  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Pioneer Cemetery District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Persons holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each person in a designated position shall file a statement of financial interest disclosing that person's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the person's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Presiding Officer of the Pioneer Cemetery District's Governing Board may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All persons required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Presiding Officer of the Pioneer Cemetery District's Governing Board.

(B) Time and Content of Filing.

The first statement by a person in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement by a person who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the District and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first

statement, each person in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the person assumed the designated position during the calendar year. Every person in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the person's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An person in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No person in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  
Pioneer Cemetery **DISTRICT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

Designated Positions

Disclosure Category

Board of Directors

1

APPENDIX "B"

CONFLICT OF INTEREST CODE OF THE  
Pioneer Cemetery DISTRICT  
COUNTY OF INYO, STATE OF CALIFORNIA

DISCLOSURE CATEGORIES

Category 1

Officers or employees designated to report under Category 1 shall disclose his or her interest in investments, business positions, and income in any business entity which, within the last two years has contracted, or in the future foreseeable may contract with this District, to provide services, supplies, materials, machinery or equipment.



**CONFLICT OF INTEREST CODE OF THE  
PLANNING DEPARTMENT COUNTY OF INYO, STATE OF CALIFORNIA**



**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the \_\_\_\_\_ Planning \_\_\_\_\_ Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the \_\_\_\_\_ Planning \_\_\_\_\_ Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of \_\_\_\_\_ Planning \_\_\_\_\_

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income

received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

APPENDIX "A"  
CONFLICT OF INTEREST CODE OF THE PLANNING  
DEPARTMENT COUNTY OF INYO, STATE OF CALIFORNIA

DESIGNATED POSITIONS

Designated Positions	Disclosure Category
ALL PLANNING COMMISSIONERS	1
PLANNING DIRECTOR	2
SENIOR PLANNER	2
ASSOCIATE PLANNER	2
ASSISTANT PLANNER	2
PROJECT COORDINATOR	2
CONSULTANTS AS DESIGNATED BY THE PLANNING DIRECTOR	2
MEMBERS OF THE ARCHITECTURAL DESIGN REVIEW BOARD	2

## APPENDIX "B"

### CONFLICT OF INTEREST CODE OF THE PLANNING DEPARTMENT COUNTY OF INYO, STATE OF CALIFORNIA

#### DISCLOSURE CATEGORIES

DISCLOSURE CATEGORY ONE (1): Disclosure as required by Government Code section 87204 et. Seq.

DISCLOSURE CATEGORY TWO (2):

- a) Designated: employees shall report any investment, business position, interest in real property or source of
- b) Income, if the business entity in which the investment or business position is held; the interest in real property, or the source of income is located within the County of Inyo or within two miles of the County boundary.
- c) Designated employees shall disclose all investments, business positions, interests in real property, of source: of income, regardless of where located, if the business entity in which the in the investment or business position held, the interest in real property, the income or source of income is from any of the following businesses which have done business in Inyo County, or currently has plans to do business in Inyo County:
  1. Surveying and engineering firms.
  2. Real estate brokers, real estate agents, real estate developers, real estate joint ventures.
  3. Building construction and contracting firms, or business.
  4. Wholesale building supply firms, lumber yards and aggregate companies.
  5. Mining, -mining consultants or mining engineering, suppliers of mining equipment or supplies.
  6. Consulting firms which prepare environmental impact reports subject to the approval of Inyo County, act as an agent for an applicant seeking approval of a Planning or Mining Reclamation Plan application by Inyo County, or provide consulting services to the Planning Department.
  7. Any contractor or subcontractor employed directly by the United States Department of energy on the Yucca Mountain Project or any supplier of goods, materials, or services to the Department of Energy Yucca Mountain project.

**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Cathreen Richards  
Department Planning  
Mailing Address PO Drawer L, Independence, CA 93526  
Date of Review of Departmental Conflict of Interest Code 7/5/2022

  
\_\_\_\_\_  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.



**2022 LOCAL AGENCY BIENNIAL REPORT**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:


County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

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Office of County Counsel  
Independence

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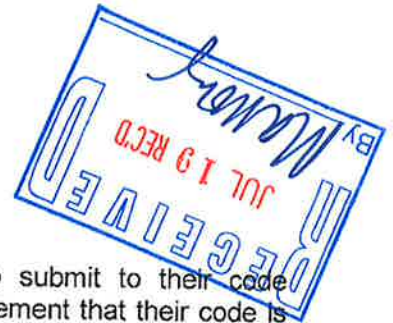
This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person MIKE JERRY  
Agency SOUTHERN INYO FIRE PROTECTION DISTRICT  
Mailing Address PO BOX 145 TECOPA CA 92389  
Date of Review of Agencies Conflict of Interest Code 3/16/22  
  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**2022 LOCAL AGENCY BIENNIAL REPORT**



Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Maritza Perkins  
Agency Southern Inyo Healthcare District  
Mailing Address P.O. Box 1009, Lone Pine, CA 93545  
Date of Review of Agencies Conflict of Interest Code 6/17/2022

Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.



CONFLICT OF INTEREST CODE OF THE  
Southern Inyo Healthcare DISTRICT  
COUNTY OF INYO, STATE OF CALIFORNIA

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Southern Inyo Healthcare District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Persons holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each person in a designated position shall file a statement of financial interest disclosing that person's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the person's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Presiding Officer of the Southern Inyo Healthcare District's Governing Board may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All persons required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Presiding Officer of the Southern Inyo Healthcare District's Governing Board.

(B) Time and Content of Filing.

The first statement by a person in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement by a person who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the District and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first

statement, each person in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the person assumed the designated position during the calendar year. Every person in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the person's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An person in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No person in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

APPENDIX "A"

CONFLICT OF INTEREST CODE OF THE  
SOUTHERN INYO HEALTHCARE DISTRICT  
COUNTY OF INYO, STATE OF CALIFORNIA

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Category</u>
Members of the Board of Directors	1
CEO/Administrator	1
CFO	1
CNO	3
SNF Director of Nursing Services	3
General Counsel	1
Human Resources Manager	2
Materials Manager	3
Director of Plant Operations	3
Dietary Manager	3
Registered Dietitian	3
IT Manager	3
Rehabilitation Manager	3
Patient Financial Services Manager	3
Radiology Director	3
Lab Manager	3
Clinic Manager	3
Pharmacist in Charge	3
Consultants	Disclosures determined by Board of Directors or CEO

**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE  
DISTRICT  
COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

FEB 17 2022

**2022 LOCAL AGENCY BIENNIAL REPORT**

Office of County Counsel

Independence, CA

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

- (1)  Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person SAGETTE GILBERT  
Agency Sierra North Community Service District  
Mailing Address 185 North Street Bishop, CA 93514  
Date of Review of Agencies Conflict of Interest Code 2-8-22

  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**



Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

(1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,

(2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):

- Include new positions which must be designated.
- Make changes to the reportable sources of income, investments, business positions, or real property.
- Make changes to the titles of positions assigned.
- Delete positions which have been abolished or changed.
- Change or add the provisions required by Government Code Section 87302.

Contact Person ALISHA McMurteig  
 Department TREASURER-TAX COLLECTOR  
 Mailing Address PO DRAWER 0, INDEPENDENCE CA 93526  
 Date of Review of Departmental Conflict of Interest Code 7/5/2022

*Alisha McMurteig*  
 Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

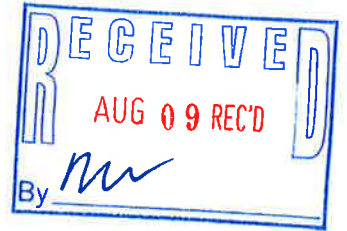
- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person NATHAN READE  
Department AGRICULTURE / WEIGHTS & MEASURES / OVMAP / ESUMA / CANNABIS  
Mailing Address 1360 N. MAEN ST. 230, BISHOP, CA 93514  
Date of Review of Departmental Conflict of Interest Code 7-27-2022

  
\_\_\_\_\_  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE  
AGRICULTURE/WEIGHTS AND MEASURES DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA**



**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Agriculture/Weights and Measures Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the Agriculture/Weights and Measures Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Agricultural Commissioner.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income



received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  
**AGRICULTURE/WEIGHTS AND MEASURES DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
<b>Agriculture / Weights &amp; Measures:</b>	
Agricultural Commissioner / Director of Weights & Measures	1, 2, 6
Supervising Agricultural Biologist	1, 2, 6
Agricultural Biologist Weights & Measures Inspector I, II, Senior	1, 2, 6
Office Technician I, II, III	1, 2, 6
Consultants	7
<b>Eastern Sierra Weed Management Area:</b>	
Field Technician I, II, III	1
Consultants	7
<b>Owens Valley Mosquito Abatement Program:</b>	
Lead Field Technician	1, 2, 4
Field Technician I, II, III	1
Consultants	7
<b>Agricultural Resource Advisory Board:</b>	
President of the Inyo/Mono Farm Bureau (or appointee)	1, 3, 6
President of the Inyo/Mono Cattleman's Association (or appointee)	1, 3, 6
City of Los Angeles Department of Water and Power Lessee	1, 3, 6
Chair of the Resource Conservation District	1, 3, 6
Tri-County Fair Board Chair	1, 3, 6
Community Business At Large	1, 3, 6
Chambers of Commerce	1, 3, 6
Consultants	7

## APPENDIX "B"

### CONFLICT OF INTEREST CODE OF THE AGRICULTURE/WEIGHTS AND MEASURES DEPARTMENT COUNTY OF INYO, STATE OF CALIFORNIA

#### DISCLOSURE CATEGORIES

##### Disclosure Category One (1):

Designated employees shall report any investments, business positions, interest in real property and sources of income, if the business entity in which the investment or business position is held, the interest in real property, or the source of income is located within the County of Inyo, or the County of Mono, or within two miles of such counties' boundaries.

##### Disclosure Category Two (2):

Designated employees shall disclose all investments, business positions, interests in real property, or sources of income, regardless of where located, if the business entity in which the investment or business position is held, the interest in real property, the source of income is from any of the following business which has done business in Inyo or Mono Counties at any time during the last two years prior to the time that this statement is filed, currently does any business in Inyo or Mono Counties, or currently has plans to do business in Inyo or Mono Counties;

1. Office services, equipment and supplies;
2. Agricultural inspection/regulation services, equipment and supplies;
3. Weights and measures inspection/regulation services, equipment and supplies;
4. Mosquito abatement services, equipment and supplies;
5. Noxious weed eradication services, equipment and supplies.

##### Disclosure Category Three (3):

Designated employees shall disclose all investments, business positions, interests in real property, or sources of income, regardless of where located, of the business entity in which the investment or business position is held, the interest in real property, the source of income is from any of the following business which has done business in Inyo and Mono Counties at any time during the two years prior to the time that this statement is filed, currently does any business in Inyo or Mono Counties, or currently has plans to do any business in Inyo or Mono Counties;

1. Agricultural inspection/regulation services, equipment and supplies;
2. Weights and measures inspection/regulation services, equipment and supplies.

##### Disclosure Category Four (4):

Designated employees shall disclose all investments, business positions, interests in real property, or sources of income, regardless of where located, if the business entity in which the investment or business position is held, the interest in real property, the source of income is from any of the following business which has done business in Inyo or Mono Counties at any time during the two years prior to the plans to do business in Inyo or Mono Counties.

1. Mosquito abatement services, equipment and supplies.

Disclosure Category Five (5):

Designated employees shall disclose all investments, business positions, interests in real property, or sources of income, regardless of where located, if the business entity in which the investment or business position is held, the interest in real property, the source of income is from any of the following business which has done business in Inyo or Mono Counties at any time during the two years prior to the plans to do business in Inyo or Mono Counties;

1. Noxious weed eradication services, equipment and supplies.

Disclosure Category Six (6):

Designated employees shall disclose all investments, business positions, interests in real property, or sources of income, wherever located, if the business entity in which the investment of business position is held, the interest in real property, the source of income is subject to or affected by inspections or regulations of the Agriculture and Weights & Measures Department.

Disclosure Category Seven (7):

Designated employees in Category 7 must disclose pursuant to Categories 1, 2 and 6 above, except that the Agricultural Commissioner/Director of Weights & Measures may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that are limited in scope and thus, is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description a statement of the extent, if any, of disclosure required. The determination is a public record and shall be retained for inspection in the same manner and location as this Conflict of Interest Code.



**CONFLICT OF INTEREST CODE OF THE**  
Assessor's **DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Assessor's Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the Assessor's Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of the Assessor's office.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income

received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  
Assessor's **DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
Assessor	1
Assistant Assessor	1
Auditor-Appraiser	2
Appraiser	2
Administrative Analyst	3



**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE  
Assessor DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

DISCLOSURE CATEGORY ONE (1)

(a.) Designated employees shall report any investment or interest in real property located within the County of Inyo or within two miles of the County boundary.

(b.) Designated employees shall report any investment, business position or source of income if the business entity in which the investment or business position is held or is the source of income is located within the County of Inyo or within two miles of the County boundary or does business within the County of Inyo and is subject to assessment by the Inyo County Assessor's office.

(c.) Designated employees shall disclose all investments, business positions or sources of income, regardless of where located, if the business entity in which the investment or business position is held or is the source of income is from any of the following businesses which have done business in Inyo County at any time during the two years prior to the time the statement is filed, currently does business in Inyo County, or currently has plans to do business in Inyo County:

1. Manufacture, sales or service of computers or related equipment or software.
2. Manufacture, sales or service of office furniture or equipment.
3. Manufacture or sales of office supplies.

DISCLOSURE CATEGORY TWO (2)

(a.) Designated employees shall report any investment or interest in real property located within the County of Inyo or within two miles of the County boundary.

(b.) Designated employees shall report any investment, business position or source of income if the business entity in which the investment or business position is held or is the source of income is located within the County of Inyo or within two miles of the County boundary or does business within the County of Inyo and is subject to assessment by the Inyo County Assessor's office.

DISCLOSURE CATEGORY THREE (3)

(a.) Designated employees shall disclose all investments, business positions or sources of income, regardless of where located, if the business entity in which the investment or business position is held or is the source of income is from any of the following businesses which have done business in Inyo County at any time during the two years prior to the time the statement is filed, currently does business in Inyo County, or currently has plans to do business in Inyo County:

1. Manufacture, sales or service of computers or related equipment or software.
2. Manufacture, sales or service of office furniture or equipment.
3. Manufacture or sales of office supplies.

## 2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Dave Stottlemyre  
Department Assessor  
Mailing Address PO Box J, Independence, CA 93526  
Date of Review of Departmental Conflict of Interest Code June 15, 2022

  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.



**Big Pine Unified School District**  
500 South Main Street / P. O. Box 908  
Big Pine, CA 93513-0908  
District Business Office 760/938-2005  
School Office 760/938-2222 FAX 760/938-2310



**Board of Trustees**

*Paul Huette President*

*Carrol Hambleton, Vice President*

*Sandra Lund*

*Marilyn Mann*

*Shelly Snoderly*

**Superintendent**

*Ed Dardenne-Ankringa*

**MEMORANDUM**

**RECEIVED**

**APR 12 2022**

**Office of County Counsel  
Independence**

**TO: Cori Ellis**

**FROM: Terri Parks**

**DATE: April 5, 2022**

**RE: Biennial Report**

Attached is Big Pine Unified School District's 2022 Local Agency Biennial Report with supporting documents.

Please let me know if you need any further information or documents.

Thank you for your help!

## 2022 LOCAL AGENCY BIENNIAL REPORT

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

This agency has reviewed its conflict of interest code and has determined that:

- (1) [ ] Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeable be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2) [ X ] Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person: Terri Parks

Agency: Big Pine Unified School District

Mailing Address: P.O. Box 908, Big Pine, CA 93513

Date of Review of School District's Conflict of Interest Code: April 4, 2022



Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

# CONFLICT OF INTEREST CODE OF THE BIG PINE UNIFIED SCHOOL DISTRICT COUNTY OF INYO, STATE OF CALIFORNIA

## SECTION 1. Purpose.

Pursuant to California Government Code section 87300, et seq., the **Big Pine Unified School District** hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

## SECTION 2. Designated Positions.

The positions listed on Appendix "A" are designated positions. Persons holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

## SECTION 3. Disclosure Statements.

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each person in a designated position shall file a statement of financial interest disclosing that person's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the person's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Presiding Officer of the **Big Pine Unified School District's** Governing Board may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

## SECTION 4. Place, Time and Requirements of Filing.

### (A) Place of Filing.

All persons required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Presiding Officer of the **Big Pine Unified School District's** Governing Board.

(B) Time and Content of Filing.

The first statement by a person in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement by a person who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the District and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each person in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the person assumed the designated position during the calendar year. Every person in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the person's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An person in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No person in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  
**BIG PINE UNIFIED SCHOOL DISTRICT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

Board Member – Category 1

Board Member – Category 1

Board Member – Category 1

Board Member – Category 1

Board Member – Category 1

Superintendent of Big Pine Unified School District – Category 1

Superintendent/Principal of Big Pine Unified School District – Category 1

Principal – Category 2

Athletic Director – Category 2

Lead Maintenance/Bus Driver – Category 2

**APPENDIX "B"**  
**CONFLICT OF INTEREST CODE OF THE**  
**BIG PINE UNIFIED SCHOOL DISTRICT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

**Category I**

A. Interests in real property which is located in whole or in part either 1) within the boundaries of the County, or 2) within two (2) miles of the boundaries of the County, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

B. Investments in business positions or income from business entities which are contractors or sub-contractors which are or have been within the previous two-year period engages in the performance of building construction or design within the County.

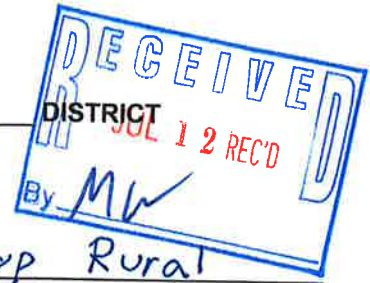
C. Investments in business positions or income from persons or business entities engaged in the acquisition or disposal of real property within the jurisdiction.

**Category II**

Investments in business positions, or income from business entities which manufacture or sell supplies, books, machinery, or equipment of the type utilized by the department for which the designated employee is Manager or Director. Investments include interests described in Category I.



Bishop Rural Fire Protection  
CONFLICT OF INTEREST CODE OF THE  
COUNTY OF INYO, STATE OF CALIFORNIA



**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Bishop Rural Fire Protection District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Persons holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each person in a designated position shall file a statement of financial interest disclosing that person's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the person's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Presiding Officer of the Bishop Rural Fire Protection District's Governing Board may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All persons required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Presiding Officer of the Bishop Rural Fire Protection District's Governing Board.

(B) Time and Content of Filing.

The first statement by a person in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement by a person who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the District and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first

statement, each person in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the person assumed the designated position during the calendar year. Every person in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the person's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

A person in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No person in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**2022 LOCAL AGENCY BIENNIAL REPORT**

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval. You may use this form or you may prepare your own report. When completed, all reports must be mailed to:

County Counsel  
County of Inyo  
Post Office Box M  
Independence, CA 93526

###

This agency has reviewed its conflict of interest code and has determined that:

(1) [] Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,

(2) [] Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):

- Include new positions which must be designated.
- Make changes to the reportable sources of income, investments, business positions, or real property.
- Make changes to the titles of positions assigned.
- Delete positions which have been abolished or changed.
- Change or add the provisions required by Government Code Section 87302.

Contact Person Kristina Justice, Clerk  
Agency Bishop Rural Fire Protection District  
Mailing Address 1236 P.O. Box 1236, Bishop CA 93515  
Date of Review of Agencies Conflict of Interest Code 7-7-22

  
\_\_\_\_\_  
Signature of Presiding Officer

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

APPENDIX "A"  
CONFLICT OF INTEREST CODE OF THE  
Bishop Rural Fire Protection DISTRICT  
COUNTY OF INYO, STATE OF CALIFORNIA

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Category</u>
District Board Member 1	1-7
District Board Member 2	1-7
District Board Member 3	1-7
District Board Member 4	1-7
District Board Member 5	1-7
Fire Chief	1-7

We are changing our list by removing the Assistant Chief from the designated positions. The city of Bishop does not require the Asst. Chief to file, and the District is changing its list to mirror the city's list.

## 2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Jason Molinar Coroner  
Department Coroner's Dept.  
Mailing Address 325 W Elm St Bishop CA 93514  
Date of Review of Departmental Conflict of Interest Code 06/21/2022

  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE**  

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**DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Coroner Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the \_\_\_\_\_ Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of Coroner Dept.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income

received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

APPENDIX "A"  
CONFLICT OF INTEREST CODE OF THE  
Coroner DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA

DESIGNATED POSITIONS

Designated Positions

Disclosure Category

Coroner

1,2



APPENDIX "B"

CONFLICT OF INTEREST CODE OF THE  
Coroner DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA

DISCLOSURE CATEGORIES

Disclosure Category (1)

Designated employees shall report investments, business options, interests in real property or source of income, if the business entity in which the investment or business is held, the interest in real property, or the source of income is located within the County of Inyo or within two miles of the County boundary.

Disclosure Category (2)

Designated employees shall disclose all investments, business positions, interests in real property, or source of income, regardless of where located, if the business entity in which the investment or business position held, the interest in real property, the income source of income is from any of the following businesses which have done business in the County of Inyo at any time during the (2) years prior to the time the statement is filed, currently does any business in Inyo County, or currently has plans to do business in Inyo County.

1. Mortuary service, supplies or equipment.
2. (a) Autopsy services, supplies or equipment.  
(b) Hospital services, supplies or equipment.  
(c) Laboratory services, supplies or equipment.

## 2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person John Carl Vallego  
Department County Counsel  
Mailing Address P.O. Box 11 Independence CA 93526  
Date of Review of Departmental Conflict of Interest Code 09/2022

  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE  
COUNTY COUNSEL DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the OFFICE OF COUNTY COUNSEL hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the Office of County Counsel may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of County Counsel.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the employee assumed the designated

position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  
**OFFICE OF COUNTY COUNSEL**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
County Counsel	1
Assistant County Counsel	1
Deputy County Counsel I, II, III, IV, Chief	2
Administrative Legal Assistant	3
Consultants	4

**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE  
OFFICE OF COUNTY COUNSEL  
COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

Disclosure Category One (1):

Designated employees shall report as required by Government Code Section 87200 et seq.

Disclosure Category Two (2):

Designated employees shall report all investments, business positions, interest in real property, and sources of income.

Disclosure Category Three (3):

Designated employees shall disclose all investments, business positions, interests in real property, or sources of income, regardless of where located, if the business entity in which the investment, or business position is held, the interest in real property, the income or source of income, is from any of the following businesses which have done business in Inyo County at any time during the two (2) years prior to the time the statement is filed, currently does any business in Inyo County, or currently has plans to do business in Inyo County:

1. General Office Services;
2. Office and Legal Supplies;
3. Office Equipment, Business Machines, Computer Hardware and Software.

Disclosure Category Four (4):

Designated employees in Category Four (4), must disclose pursuant to Category Two (2) above, except that the County Counsel may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that are limited in scope and thus, is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultants duties and, based upon that description, statement of the extent, if any, of disclosure required. The determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

## 2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Thomas L. Hardy  
Department District Attorney  
Mailing Address PO Drawer D, Independence, CA 93526  
Date of Review of Departmental Conflict of Interest Code \_\_\_\_\_

  
\_\_\_\_\_  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE  
DISTRICT ATTORNEY  
COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Inyo County District Attorney hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the District Attorney may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with District Attorney.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income received, any time during the previous calendar year or since the date the employee assumed the designated



position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  
**DISTRICT ATTORNEY**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
District Attorney	1
Senior Deputy District Attorney	2
Deputy District Attorney	2
Administrative Assistant to the District Attorney	3

**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE  
DISTRICT ATTORNEY  
COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

DISCLOSURE CATEGORY ONE (1): Disclosure as required by Government Code Section 87200 et. seq.

DISCLOSURE CATEGORY TWO (2): Designated employees shall report any investment, business position, interest in real property or source of income, if the business entity in which the investment or business position is held, the interest in real property, or the source of income is located within the County of Inyo or within two miles of the County boundary, and regardless of where located, if the business entity in which the investment or business position held, the interest in real property, the income or source of income is from any business which has done business in Inyo County at any time during the two (2) years prior to the time the statement is filed, currently does any business in Inyo County or currently has plans to do business in Inyo County.

DISCLOSURE CATEGORY THREE (3): Designated employees shall report any investment, business position, or source of income, if the business entity in which the investment or business position is held, or the source of income is located within the County of Inyo or within two miles of the County boundary, and regardless of where located, if the business entity in which the investment or business position held, the income, the interest in real property held by the business or source of income is from any business which has done business with the Inyo County District Attorney's Office at any time during the two (2) years prior to the time the statement is filed, currently does any business with the Inyo County District Attorney's Office, or currently has plans to do business with the Inyo County District Attorney's Office, for the following businesses only:

Businesses that provide business services, supplies, materials, machinery or equipment of the type utilized by the Inyo County District Attorney's Office.

## 2022 Local Agency Biennial Notice

Name of Agency: Eastern Sierra Community Service District  
Mailing Address: 301 West Line Street, Suite D, Bishop, CA 93514  
Contact Person: Jennifer Krafcheck Phone No. 760-872-1415  
Email: jennifer@escsd.org Alternate Email: \_\_\_\_\_

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

**An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) \_\_\_\_\_

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

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### Verification (to be completed if no amendment is required)

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

*Matt Raduski*  
Signature of Chief Executive Officer

09/07/22  
Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**



**CONFLICT OF INTEREST CODE  
OF THE  
EASTERN SIERRA  
COMMUNITY SERVICES DISTRICT**

**CONFLICT OF INTEREST CODE  
OF THE  
EASTERN SIERRA  
COMMUNITY SERVICES DISTRICT**

The Political Reform Act (Gov. Code § 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) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's 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. This incorporation page, regulation and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Eastern Sierra Community Services District** (the "**District**").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Executive Administrative Manager** as the District's Filing Officer. The **Executive Administrative Manager** shall make and retain a copy of all statements filed by Members of the Board of Directors, and forward the originals of such statements to the Clerk/Recorder of the County of Inyo. The **Executive Administrative Manager** shall retain the originals of the statements filed by all other officials and designated positions and make all statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008).

**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**EASTERN SIERRA COMMUNITY SERVICES DISTRICT**  
**(Amended November 8, 2000<sup>1</sup>)**

**PART "A"**

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3(b), are NOT subject to the District's Code, but must file disclosure statements under Government Code Section 87200 *et seq.* [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>2</sup>:

Members of the Board of Directors

Financial Consultants

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<sup>1</sup> Revised in August 2016 to include renumbered references to Regulations and clarifying language as provided by the Fair Political Practices Commission

<sup>2</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.



**DESIGNATED POSITIONS**

**GOVERNED BY THE CONFLICT OF INTEREST CODE**

<b><u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u></b>	<b><u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u></b>
Chief Plant Operator	5
Executive Administrative Manager	4
General Counsel	1, 2
Consultant and New Positions <sup>3</sup>	

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<sup>3</sup> Individuals providing services as a Consultant defined in Regulation 18700.3(a), or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Executive Administrative Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.) The Office Manager'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 Sec. 81008.)

## PART "B"

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the Designated Position must disclose for each disclosure category to which he or she is assigned.<sup>4</sup> "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in, doing business in, planning to do business in, or have done business during the previous two years in the jurisdiction of the District.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Position's department, unit or division.

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<sup>4</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)



**CONFLICT OF INTEREST CODE OF THE**  
Health and Human Services **DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Health and Human Services Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the Health and Human Services Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of Health and Human Services.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income

received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  
Health and Human Services **DEPARTMENT**  

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**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

Designated Positions

See Attached Exhibit titled: 2022 Listings

Disclosure Category

**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE**  
Health and Human Services **DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

**Category One (1):**

Designated employees shall report as required by Government Code Section 87200, et. seq.

**Category Two (2):**

Designated employees shall report all investments, business positions, interest in real property, and sources of income within Inyo County and two miles therefrom.

**Category Three (3):**

Designated employees shall disclose all investments, business positions, interest in real property, or sources of income, regardless of where located, if the business entity in which the investment, or business position is held, the interest in real property, the income or source of income, is from any of the following businesses which have done business in Inyo County at any time during the two (2) years prior to the time the statement is filed, currently does any business in Inyo County, or currently has plans to do business in Inyo County:

1. General office services;
2. Office supplies;
3. Office equipment, business machines, computer hardware and software;
4. Vehicle maintenance equipment and supplies;
5. Vehicles and/or vehicle supplies, including petroleum products;
6. Food preparation and/or delivery services or supplies; and
7. Printing and/or publication services or supplies, sales of books, periodicals or other items printed and made available for sale.

**2018 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
  
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Marilyn Mann  
Department Health and Human Services  
Mailing Address 1360 North Main Street, Suite 201, Bishop, CA 93514  
Date of Review of Departmental Conflict of Interest Code May 26, 2022

*Marilyn Mann*  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.



# Inyo County Department of Health and Human Services

## 2022 Listings

Column1	Column2	Column3	Column4	Column5
Title	No Change	Add New	Delete Title/Position	Disclosure Category
Assistant Director	X			I
Dep. Director-Public Health/Prevention	X			I
Dep. Director-Aging & Soc. Services	X			I
Dep. Director-Behavioral Health	X			I
Director	X			I
First 5 Director			X	I
First 5 Program Manager		X		II
Program Integrity and Quality Assurance Mngr	X			I
Sr. Management Analyst	X			I
Program Chief-Behavioral Health			X	I
Program Chief-Behavioral Health			X	I
Health Officer	X			I
COVID Administrative Analyst			X	II
Administrative Analyst - QA (3)			X	II
Administrative Analyst-Fiscal (3)			X	II
First 5 Commissioners (7)	X			II
First 5 Commissioner Board Alternate	X			II
First 5 Commissioner Alternate	X			II
Human Services Supervisor-Aging (2)			X	II
Human Services Supervisor-Prevention			X	II
Human Services Supervisor-SocServ			X	II
Human Services Supervisor-SocServ			X	II
Human Services Supervisor-SocServ			X	II
Human Services Supervisor-SocServ			X	II
Human Services Supervisor-SocServ			X	II
Program Manager (Prevention)			X	II
Program Manager (Emp/Eligibility)			X	II
MHSACoordinator I/II or Licensed			X	II
Human Svices Supervisor-Behavioral Hlth			X	II
Nurse Supervisor			X	II
Program Manager-Progress House			X	II
Psychiatrist			X	II
Psychotherapist (2)			X	II

**Inyo County Department of Health and Human Services**

**2022 Listings**

Social Worker Supervisor (2)	X	II
Tecopa Operation Manager	X	II
CCR Supervisor	X	II
COVID Program Manager	X	II
MHSA/Compliance Manager	X	II
Clinical Administrator	X	II
FIRST Supervisor	X	II
Nurse PHN Supervisor	X	II
COVID Disaster Program Manager	X	II
LTC Ombudsman	X	II
Child and Adult Program Manager	X	II
Consultants and Contractors	X	III

# Inyo County Department of Health and Human Services

## 2020 Listings

Column1	Column2	Column4	Column5
Title	No Change	Name of Person in Position	Disclosure Category
Assistant Director	X	Anna Scott	I
Dep. Director-Public Health/Prevention	X	Vacant	I
Dep. Director-Aging & Soc. Services	X	Darcia Blackdeer-Lent	I
Dep. Director-Behavioral Health	X	Kimball Pier	I
Director	X	Marilyn Mann	I
Sr. Management Analyst	X	Melissa Best Baker	I
Health Officer	X	Dr. Jim Richardson	I
Program Integrity and Quality Assurance Mngr	X	Stephanie Tanksley	I
First 5 Program Manager	Title Change	Serena Johnson	II
First 5 Commissioners (7)	X	Jeff Griffiths	II
		Anna Scott	II
		Darcia Blackdeer-Lent	II
		Josie Rogers	II
		Dr. Lindsey Ricci	II
		Heather Carr	II
		Amanda Miloradich	II
First 5 Commissioner - Board Alternate		Jennifer Roeser	II
First 5 Commissioner - Alternate		Esther Hampton	II
Consultants and Contractors	X		III

**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1) [] Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2) [X] Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
- Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Jeffrey L. Thomson  
Department Probation Department  
Mailing Address P.O. Box T, Independence, CA 93526  
Date of Review of Departmental Conflict of Interest Code June 21, 2022

  
\_\_\_\_\_  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE**  

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**COUNTY OF INYO, STATE OF CALIFORNIA**      **DEPARTMENT**

**SECTION 1.    Purpose.**

Pursuant to California Government Code section 87300, et seq., the Inyo County Probation Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2.    Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3.    Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the Inyo County Probation Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4.    Place, Time and Requirements of Filing.**

(A)    Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of Inyo County Probation Department.

(B)    Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income

received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

**APPENDIX "A"**  
**CONFLICT OF INTEREST CODE OF THE**  

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**DEPARTMENT**  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Category</u>
CHIEF PROBATION OFFICER	1
DEPUTY CHIEF PROBATION OFFICER	2

**APPENDIX "B"**

**CONFLICT OF INTEREST CODE OF THE  
DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA**

**DISCLOSURE CATEGORIES**

**DISCLOSURE CATEGORY ONE (1):**

Designated employees shall report any investment, business position, interest in real property, or sources of income, if the business entity in which the investment or business position is held, the interest in real property, or the source of income is located within the County of Inyo or within two (2) miles of the County boundary.

**DISCLOSURE CATEGORY TWO (2):**

Designated employees shall disclose all investment, business positions, interest in real property, or sources of income regardless of where located, if the business entity in which the investment or business position is held, the interest in real property, the income or source of income is from any of the following businesses which have done business in Inyo County at any time during the two (2) years prior to the time the statement is filed, currently does any business in Inyo County or currently has plans to do business in Inyo County:

1. Office services, equipment, and supplies;
2. Groceries, foodstuffs, or toiletry supplies;
3. Foster home care;
4. Behavior or treatment centers which provide counseling for minors and/or adults.



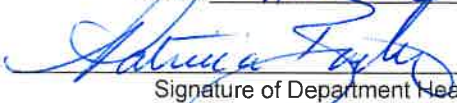
**2022 DEPARTMENTAL CONFLICT OF INTEREST CODE BIENNIAL REPORT**

Inyo County Ordinance No. 931 requires each department submit to the Board of Supervisors a biennial report identifying changes in its Conflict of Interest Code, or a statement that their code is not in need of amendment. Such reports shall be submitted to the Office of County Counsel for approval no later than October 1, of each even-numbered year. Once reviewed, the Office of County Counsel will submit all reports to the Board for their approval.

###

This department has reviewed its conflict of interest code and has determined that:

- (1)  Our department's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,
- (2)  Our department's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):
  - Include new positions which must be designated.
  - Make changes to the reportable sources of income, investments, business positions, or real property.
  - Make changes to the titles of positions assigned.
  - Delete positions which have been abolished or changed.
  - Change or add the provisions required by Government Code Section 87302.

Contact Person Patricia Barron  
Department Public Administration Public Guardian  
Mailing Address 1360 N MAIN ST Bishop CA 93514  
Date of Review of Departmental Conflict of Interest Code 9-28-2022  
  
Signature of Department Head

**Note:** Government Code Section 87306 requires that when a department has determined that amendments are necessitated by changed circumstances, the amendments or revisions shall be submitted to the code reviewing body within 90 days.

**CONFLICT OF INTEREST CODE OF THE**  
Public Administration Public Guardian DEPARTMENT  
**COUNTY OF INYO, STATE OF CALIFORNIA**

**SECTION 1. Purpose.**

Pursuant to California Government Code section 87300, et seq., the Public Administration Public Guardian Department hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code section 81000). The provisions of this Conflict of Interest Code are additional to California Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Conflict of Interest Code shall be interpreted in a manner consistent therewith.

**SECTION 2. Designated Positions.**

The positions listed on Appendix "A" are designated positions. Employees holding these designated positions are deemed to make, or participate in the making of, decisions which may have a material effect on a financial interest.

**SECTION 3. Disclosure Statements.**

Each designated position is assigned to one or more of the disclosure categories set forth in Appendix "B". Each employee in a designated position shall file a statement of financial interests disclosing that employee's interest in investments, business positions, real property, and income, designated as reportable under the disclosure category to which the employee's position is assigned by Appendix "A".

Notwithstanding the disclosure category to which a consultant position is assigned by Appendix "A", the Director of the PAPG Department may determine in writing that a particular consultant, although a "designated" position, is hired to perform a range of duties that are limited in scope and, thus, is not required to fully comply with the disclosure requirements of the category designated for consultants on Appendix "A". Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements for such consultant. Such written determination is a public record and shall be filed and retained for public inspection in the same manner and locations as is required for statements of financial interest.

**SECTION 4. Place, Time and Requirements of Filing.**

(A) Place of Filing.

All employee's required to file a statement of financial interests shall file the original with the Inyo County Clerk, and a copy with the Director of PAPG.

(B) Time and Content of Filing.

The first statement filed by an employee in a designated position upon the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after the effective date of this Conflict of Interest Code, and shall disclose investments, business positions, and interest in real property, held on the effective date of this Conflict of Interest Code, and income received twelve (12) months before the effective date of this Conflict of Interest Code. The first statement filed by an employee who assumes a designated position after the effective date of this Conflict of Interest Code, shall be filed within thirty (30) days after assuming such position with the County and shall disclose investments, business positions, and interests in real property held, and income received, during the twelve (12) months before the date of assuming such position. After filing the first statement, each employee in a designated position shall file an annual statement on or before April 1, disclosing reportable investments, business positions, interests in real property held, and income

received, any time during the previous calendar year or since the date the employee assumed the designated position during the calendar year. Every employee in a designated position who leaves a designated position shall file, within thirty (30) days of leaving the position, a statement disclosing reportable investments, business positions, interests in real property held, and income received, at any time during the period between the closing date of the last statement required to be filed, and the date of leaving the position.

**SECTION 5. Contents of Disclosure Statement.**

Statements of financial interest shall be made on forms supplied by the Inyo County Clerk and shall contain all of the information as required by the current provisions of Government Code sections 87206 and 87207 for interest in investments, business positions, real property, and sources of income designated as reportable under the disclosure category to which the employee's position is assigned on Appendix "A".

**SECTION 6. Disqualification.**

An employee in a designated position must disqualify himself or herself from making, or participating in the making, or using their official position to influence the making of any decision which will have a material financial effect, as distinguishable from its effect on the public generally, on any financial interest as defined in Section 87103 of the Government Code. No employee in a designated position shall be required to disqualify himself or herself with respect to any matter which could not be legally acted upon or decided without his or her participation.

APPENDIX "A"  
CONFLICT OF INTEREST CODE OF THE  
Public Administrator / Public Guardian DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Category</u>
DEPUTY Public Administration DEPUTY Public Guardian.	1
Public Administrator PUBLIC Guardian.	1

APPENDIX "B"

CONFLICT OF INTEREST CODE OF THE  
Public Administrator Public Guardian DEPARTMENT  
COUNTY OF INYO, STATE OF CALIFORNIA

DISCLOSURE CATEGORIES

DEPUTY PARG - Category 1 PARG - 1

All interests in real property, as well as investments, business positions and sources of income, including gifts, loans, and travel payments.



# County of Inyo



## Public Works

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Nolan Ferguson

**SUBJECT:** Resolution and Notice of Completion for the Lone Pine HHS HVAC Project

---

**RECOMMENDED ACTION:**

Request Board approve Resolution No. 2022-38 titled, "A Resolution of the Board of Supervisors of the County of Inyo, State of California Authorizing the Recording of a Notice of Completion for the Lone Pine HHS HVAC Project," and authorize the Chairperson to sign.

**SUMMARY/JUSTIFICATION:**

At the May 17, 2022 meeting of the Board of Supervisors, your Board awarded the construction contract for the Lone Pine HHS HVAC to Mojave Heating and Cooling Inc. of Bishop California for the amount of \$24,000.

Mojave Heating and Cooling Inc. recently completed work on the Lone Pine HHS HVAC Project. On September 26, 2022, the final inspection was performed and the work was determined to be complete to the satisfaction of the Building and Safety department as well as the Public Works Director.

Accordingly, the Director is requesting that the Board adopt the attached Resolution, which accepts the completed work and authorizes the Public Works Director to record a Notice of Completion for the project.

In addition to formally accepting the work, the Notice of Completion begins the period during which stop notices may be placed against the work. In the event that no stop notices are filed, the retention must be returned to the Contractor.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

The Board could choose not to approve the Resolution. Consequently, the project would not be formally accepted and the Notice of Completion would not be filed. Choosing not to approve the resolution is not recommended as it will extend the period during which stop notices can be filed and will delay the return of retention monies to the Contractor.

**OTHER AGENCY INVOLVEMENT:**

**FINANCING:**

This project was paid for out of the Deferred Maintenance Budget 011501 object code 5650.

**ATTACHMENTS:**

1. RESOLUTION
2. signed noc

**APPROVALS:**

Nolan Ferguson	Created/Initiated - 9/28/2022
Darcy Ellis	Approved - 9/28/2022
Melissa Best-Baker	Approved - 10/3/2022
Nolan Ferguson	Approved - 10/5/2022
Breanne Nelums	Approved - 10/5/2022
John Vallejo	Approved - 10/5/2022
Michael Errante	Final Approval - 10/6/2022

**RESOLUTION #20\_\_ - \_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE  
COUNTY OF INYO, STATE OF CALIFORNIA  
AUTHORIZING THE RECORDING OF A NOTICE OF COMPLETION  
FOR THE  
Lone Pine HHS HVAC Project**

**WHEREAS**, Michael Errante, Director of the Public Works Department of the County of Inyo, has determined that the Lone Pine HHS HVAC Project has been completed by Mojave Heating and Cooling Inc. of Bishop California in accordance with the project specifications.

**NOW, THEREFORE, BE IT RESOLVED**, that the Director of Public Works is hereby authorized and directed to sign and file with the County Recorder a separate Notice of Completion pertaining to the Lone Pine HHS HVAC Project.

Passed, approved and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Chairperson, Board of Supervisors

**ATTEST:**

by \_\_\_\_\_  
Assistant Clerk of the Board



**RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:**

**Inyo County Public Works Department  
P. O. Drawer Q  
Independence, CA 93515**

The area above this line is for Recorder's Use

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN THAT:

1. A work of improvement known as the Lone Pine HHS HVAC Project on the property hereinafter described was completed on September 26, 2022 and was accepted by the Inyo County Board of Supervisors on \_\_\_\_\_.
2. The property on which the Lone Pine HHS HVAC Project has been completed is 310 N Jackson St., Lone Pine, CA.
3. The County of Inyo, a political subdivision of the State of California, the address of which is 224 North Edwards Street, P.O. Drawer N, Independence, CA 93526, owns and maintains the Lone Pine HHS Building.
4. The undersigned Michael Errante is the Director of Public Works of the County of Inyo and has been duly authorized pursuant to Resolution adopted \_\_\_\_\_, by the Board of Supervisors of the County of Inyo to execute and file this Notice of Completion.
5. The name of the original contractor that conducted the Lone Pine HHS HVAC Project pursuant to the construction contract with the owner is Mojave Heating and Cooling Inc. in Bishop California.

Pursuant to the contract, the contractor was required to furnish all labor, materials, methods or processes, implements, tools, machinery, equipment, transportation services, and all other items and related functions that are necessary or appurtenant to construct the project designated in the purchase order.

COUNTY OF INYO

Dated: 9/28/22

By:   
Michael Errante, Director of Public Works

**VERIFICATION**

STATE OF CALIFORNIA     )  
  ) SS.  
COUNTY OF INYO         )

I, Michael Errante, hereby declare: That I am the Director of Public Works for the County of Inyo, a political subdivision of the State of California, the public entity on behalf of which I executed the foregoing NOTICE OF COMPLETION for the Lone Pine HHS HVAC, and which entity is the owner of the aforesaid interest or estate in the property therein described; that I am authorized by the public entity to execute this NOTICE on the entity's behalf; that I am authorized to and hereby make this verification on behalf of the public entity; and that I have read said NOTICE and know the contents thereof. I declare under penalty of perjury under the laws of the State of California that the NOTICE and the information set forth therein are true and correct.

Dated: 9/28/22

  
\_\_\_\_\_  
Michael Errante



# County of Inyo



## Treasurer-Tax Collector

### CONSENT - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Alisha McMurtrie

**SUBJECT:** Adoption of ordinance rescinding TOT Operator Allowance provision.

---

#### RECOMMENDED ACTION:

Request Board approve an ordinance titled, "An Ordinance of the Inyo County Board of Supervisors, State of California, Rescinding Section 3.20.035 of the Inyo County Code."

#### SUMMARY/JUSTIFICATION:

Ordinance 85-618 established the Allowances for Costs associated with the collection of Transient Occupancy Tax (TOT) by operators, also referred to as the Operator Allowance (OA). The Allowance authorized in Inyo County Code Section 3.20.0.5 has become a hindrance to collection operations assigned to the Treasurer-Tax Collector. To rescind the Operator Allowance requires an amendment of our existing code. Staff recommends you repeal Inyo County Code Section 3.20.035.

#### BACKGROUND/HISTORY OF BOARD ACTIONS:

Your Board has heard several presentations from staff and a tremendous number of public comments over the past four months on this subject. Staff held seven community meetings throughout Inyo County.

As a recap: the OA rate is set at 4% of the TOT *remitted* to the County. These costs are deducted from the amount collected prior to remittance to the Tax Collector. The OA was intended to assist ***all*** operators who collect and remit the TOT with offsetting the operational costs associated with those processes. Fast forward to the year 2022, when we now have alternative transient housing options such as Short-Term Rentals (STR'S). The STR industry, in an attempt to streamline their hosts' business operations, has made available to Counties what is referred to as Collection Agreements. In these Agreements, the online booking platforms identify, collect, and remit the TOT to the County on behalf of the local host who is renting through the platform. This is where the past clashes with the present. The Tax Collector recommends entering into the types of Collection Agreements with any online platform making them available. Not only will these Agreements assist our local STR operators, they will also narrow the gap in the illegal rental operations occurring in our County. If the County has an Agreement, the operator must be registered with the County to list on the platform.

On July 19, 2022, your Board approved rescinding the Operator Allowance and gave direction to staff to prepare the documentation and return in September 2022. On September 27, your Board directed staff to move forward with this ordinance, and to bring back another workshop on a related policy in November.

#### ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

**OTHER AGENCY INVOLVEMENT:**

Auditor, CAO, County Counsel

**FINANCING:**

Minor costs associated with publications are included in the 2022/2023 CAO Budget.

**ATTACHMENTS:**

1. TOT Operator Allowance Rescission Draft Ordinance (1)

**APPROVALS:**

John Vallejo	Created/Initiated - 9/27/2022
Alisha McMurtrie	Approved - 10/5/2022
Darcy Ellis	Approved - 10/5/2022
John Vallejo	Approved - 10/6/2022
Amy Shepherd	Approved - 10/6/2022
Nate Greenberg	Approved - 10/6/2022
Alisha McMurtrie	Final Approval - 10/6/2022

1 **ORDINANCE \_\_\_\_\_**

2 **AN ORDINANCE OF THE INYO COUNTY BOARD OF SUPERVISORS, STATE OF**  
3 **CALIFORNIA RESCINDING SECTION 3.20.035 OF THE INYO COUNTY CODE**

4  
5 **WHEREAS**, Inyo County Code Section 3.20.035 currently provides for operators  
6 subject to Inyo County’s Transient Occupancy Tax, to retain for his or her administrative  
7 expense in the collection of said tax, an amount equal to four percent of the total tax to be paid  
8 (the “Operator Allowance”); and

9 **WHEREAS**, the Inyo County Board of Supervisors intends to rescind the Operator  
10 Allowance in order to allow the TOT administrator to enter into contractual agreements that will  
11 assist a vital segment of our TOT operators in their business operations.

12 **NOW, THEREFORE**, the Board of Supervisors of the County of Inyo ordains that:

13 **SECTION ONE:** Inyo County Code Section 3.20.035 is hereby repealed in its entirety.

14 **SECTION TWO:** EFFECTIVE DATE.

15 This Ordinance shall take effect and be in full force and effect July 1, 2023 or thirty (30)  
16 days after its adoption, whichever is later. Before the expiration of fifteen (15) days from the  
17 adoption hereof, this Ordinance shall be published as required by Government Code Section  
18 25124. The Clerk of the Board is hereby instructed and ordered to so publish this Ordinance  
19 together with the names of the Board members voting for and against same.

20 **PASSED, APPROVED and ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2022, by the  
21 following vote, to wit:

22 **AYES:**

23 **NOES:**

24 **ABSENT:**

25 **ABSTAIN:**

26 \_\_\_\_\_  
Jennifer Roeser, Vice Chair  
Inyo County Board of Supervisors

27 **ATTEST:** Nate Greenberg  
28 Clerk of the Board

29 **APPROVED AS TO FORM:**

30 **By:** \_\_\_\_\_  
Assistant Clerk of the Board

31 \_\_\_\_\_  
County Counsel



# County of Inyo



## County Administrator

### DEPARTMENTAL - NO ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Meaghan McCamman

**SUBJECT:** Workshop on Housing Priorities

---

**RECOMMENDED ACTION:**

Request Board: A) conduct workshop on housing priorities in order to develop a five-year plan for purposes of applying for Inyo County's Permanent Local Housing Allocation; and B) provide any follow-up direction to staff as necessary.

**SUMMARY/JUSTIFICATION:**

The California Department of Housing and Community Development (HCD) recently announced that Inyo County is eligible for \$622,622 over 5 years through the Permanent Local Housing Allocation (PLHA). It is currently year 3 of the program and funds have been available since program year 2019; this year, Inyo County recommends applying for years 1, 2, and 3 combined, equaling \$490,685. The final two years of Inyo's PLHA 5 year allocation will be available next year and the following year.

The purpose of the PLHA program is to help local governments to address their affordable housing needs. To access these funds, Inyo County must submit a 5 year plan showing how it intends to use the PLHA funds over the next five years for eligible housing activities within the unincorporated areas of Inyo County. The City of Bishop is eligible for its own allocation.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

Staff held a workshop with the Board on housing priorities in June 2022. This workshop will build off of that one, and help determine what projects will be funded with PLHA funds.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

The Board could decide not to provide direction to staff. This is not recommended, as staff plans to return with a final PLHA 5 year plan and resolution on October 25 for final approval.

**OTHER AGENCY INVOLVEMENT:**

California Department of Housing and Community Development, Mammoth Lakes Housing (MLH), City of Bishop

**FINANCING:**

PLHA funds are provided pursuant to Senate Bill 2 (Chapter 364, Statutes of 2017). SB 2 established the

Building Homes and Jobs Trust Fund and authorizes HCD to allocate 70% of moneys collected and deposited in the fund to Local governments for eligible housing and homelessness activities.

**ATTACHMENTS:**

1. Inyo County PLHA Resolution
2. Draft PLHA Application

**APPROVALS:**

Meaghan McCamman  
Darcy Ellis  
Nate Greenberg  
Meaghan McCamman

Created/Initiated - 10/6/2022  
Approved - 10/6/2022  
Approved - 10/6/2022  
Final Approval - 10/6/2022

\_\_\_\_\_

\_\_\_\_\_

**AUTHORIZING RESOLUTION OF \_\_\_\_\_**

**AUTHORIZING THE APPLICATION AND ADOPTING THE PLHA PLAN FOR THE  
PERMANENT LOCAL HOUSING ALLOCATION PROGRAM**

\_\_\_\_\_ of the  
\_\_\_\_\_ of  
\_\_\_\_\_ hereby consents to, adopts, and ratifies  
the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$335 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))).
- B. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 8/17/2022 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS \_\_\_\_\_ is an eligible Local government who has applied for program funds to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement, and other contracts between the Department and PLHA grant recipients;

**NOW THEREFORE BE IT RESOLVED THAT:**

- 1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
- 2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA \_\_\_\_\_ in accordance with all applicable rules and laws.



3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. **Pursuant to Section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for the 2019-2023 Allocations is attached to this resolution, and Applicant hereby adopts this PLHA Plan and certifies compliance with all public notice, public comment, and public hearing requirements in accordance with the Guidelines.**
5. **If applicable:** Applicant certifies that it was delegated by \_\_\_\_\_ to submit an application on its behalf and administer the PLHA grant award for the formula allocation of PLHA funds, pursuant to Guidelines Section 300(c) and 300(d), and the legally binding agreement between the recipient of the PLHA funds and the Applicant is submitted with the PLHA application.
6. **If applicable:** Applicant certifies that it has or will subgrant some or all of its PLHA funds to another entity or entities. Pursuant to Guidelines Section 302(c)(3), "entity" means a housing developer or program operator, but does not mean an administering Local government to whom a Local government may delegate its PLHA allocation.
7. **If applicable:** Applicant certifies that its selection process of these subgrantees was or will be accessible to the public and avoided or shall avoid any conflicts of interest.
8. **If applicable:** Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
9. **If applicable:** Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
10. **If applicable:** Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
11. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
12. \_\_\_\_\_ is/are authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the \_\_\_\_\_ this  
\_\_\_\_\_ day of, \_\_\_\_\_ 2022, by the following vote:

AYES: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

Signature of Approving Officer: \_\_\_\_\_  
\_\_\_\_\_

**INSTRUCTION:** The attesting officer cannot be the person identified in the resolution as the authorized signor

**CERTIFICATE OF THE ATTESTING OFFICER**

The undersigned, Officer of \_\_\_\_\_ does hereby attest and certify that the \_\_\_\_\_ Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the \_\_\_\_\_ which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST: \_\_\_\_\_  
Signature of Attesting Officer

\_\_\_\_\_

**§302(c)(4) Plan**

Rev. 2/16/22

**§302(c)(4)(A)** Describe the manner in which allocated funds will be used for eligible activities.

Inyo County will use the funds for the predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including ADUs, that meets the needs of a growing workforce earning up to 120-percent of AMI (Activity 2). ADUs shall be available for occupancy for a term of no less than 30 days. PLHA funds will be utilized for two programs under this activity:  
 A) Beginning in year 1 and continuing until funds are exhausted, Inyo County will use PLHA funds to provide a loan program for low-to-moderate income homeowners in the form of low-or-no-interest loans for rehabilitation of owner-or-renter occupied homes and development of ADUs and JADUs for long-term rental. During the term of this program, Inyo County will seek additional funds through CDBG or HOME to add to the program and increase the amount available in this revolving loan fund.  
 B) The balance of PLHA funds will be placed in to an account exclusively dedicated to fund housing predevelopment, development, acquisition, rehabilitation, and preservation activities. The County will hold these funds in trust to ensure they're available to purchase land should parcels become available that are good candidates to be used for affordable housing; to do predevelopment or development on parcels for affordable housing; or to provide infrastructure such as water and sewer to parcels that are to be used for affordable housing.

**§302(c)(4)(B)** Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).

**§302(c)(4)(C)** Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.

**Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))**

**§301(a)(2)** The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.

<b>§302(c)(4)(E)(i)</b> Provide a detailed and complete description of how allocated funds will be used for each proposed Affordable Rental and Ownership Housing Activity.	<b>Enter Percentage of Funds Allocated for Affordable Owner-occupied Workforce Housing</b>	
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Complete the table below for each proposed Affordable Rental and Ownership Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019														
Type of Affordable Housing Activity															
§302(c)(4)(E)(i) Percentage of Funds Allocated for Each Affordable Housing Activity															
§302(c)(4)(E)(ii) Area Median Income Level Served															<b>TOTAL</b>
§302(c)(4)(E)(ii) Unmet share of the RHNA at AMI Level <b>Note: complete for years 2019, 2020, 2021 only</b>															0

<p>§302(c)(4)(E)(ii) Projected Number of Households Served</p>																0
<p>§302(c)(4)(E)(iv) Period of Affordability for the Proposed Activity (55 years required for rental housing projects)</p>																
<p>§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of each Affordable Rental and Ownership Housing project.</p>																
<p></p>																



# County of Inyo



## County Administrator - Emergency Services

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Mikaela Torres

**SUBJECT:** California Fire Safe Council 2022 County Coordinator Grant

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#### **RECOMMENDED ACTION:**

Request Board:

- A) authorize the receipt of the California Fire Safe Council 2022 County Coordinator grant allocation in the amount of \$175,000; and
- B) authorize the Inyo County Administrative Officer, as the designated Director of Emergency services and Authorized Agent, to enter into an agreement with the California Fire Safe Council by signing the Notification of Subrecipient Allocation; and
- C) amend the Fiscal Year 2022-2023 Office of Emergency Services Budget (023700) as follows: increase estimated revenues in Office of Emergency Services Budget (023700) in State Grants (4498) by \$175,000; and increase appropriations in Office of Emergency Services Budget (023700) Salaried Employees (5001) by \$149,000, General Operating Expense (5311) by \$17,000, and Travel Expense (5331) by \$9,000 (*4/5ths vote required*).

#### **SUMMARY/JUSTIFICATION:**

In 2021, the California Fire Safe Council, in partnership with the California State Association of Counties and the Rural County Representatives of California created the County Coordinator Grant Opportunity to fund wildfire mitigation outreach and coordination activities. This grant would provide 24 counties with a one-time allocation of \$175,000 to cover administrative costs relevant to county-wide education and coordination efforts. The CA Fire Safe Council only funded northern California counties during the 2021 pilot year.

The CA Fire Safe Council once again opened up funding to continue these increased mitigation activities and support across the State for the 2022 County Coordinator Grant.

As a condition of receiving this grant funding, the County will be required to educate, encourage, and develop county-wide collaboration and coordination among various wildfire mitigation groups.

The Wildfire Preparation County Coordinator position was created in previous budget years but has remained unfilled until the funding was actually received. This budget amendment allows for the hiring of this key position.

#### **BACKGROUND/HISTORY OF BOARD ACTIONS:**

Your Board previously approved the job description to hire one (1) full time, temporary Wildfire Prevention County Coordinator to carry out the duties of this grant, contingent upon grant funding.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to accept the CA Fire Safe Council County Coordinator grant allocation, but this alternative is not recommended. Receiving these funds provides Inyo County with an opportunity to improve coordination with the local fire departments, fire safe councils, and Tribes to improve overall education, prevention, and mitigation of wildfire disasters.

**OTHER AGENCY INVOLVEMENT:**

California Fire Safe Council

**FINANCING:**

The CA Fire Safe Council 2022 County Coordinator allocation is most likely to be a one-time funding opportunity. There is no match requirement for this allocation. The Performance Period is September 15, 2022 to February 29, 2024. These funds will be administered through the General Relief Budget #023700, by the Inyo County Office of Emergency Services and must follow the same government cost principles, uniform administrative requirements, and audit requirements for federal grant programs as set forth in Title 2, Part 200 of the Code of Federal Regulations.

**ATTACHMENTS:**

1. California Fire Safe Council Agreement CalFire Subaward

**APPROVALS:**

Mikaela Torres	Created/Initiated - 10/5/2022
Mikaela Torres	Approved - 10/5/2022
Darcy Ellis	Approved - 10/5/2022
John Vallejo	Approved - 10/5/2022
Amy Shepherd	Approved - 10/5/2022
Denelle Carrington	Final Approval - 10/5/2022



**Inyo, County of**  
**Inyo County Wildfire Coordinator 22 CALFIRE CoCoord Southern 399537**  
**USD\$ 175,000.00**

## **Subaward Agreement**

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October 4, 2022

Mikaela Torres  
Inyo, County of  
168 N. Edwards Street  
Independence, CA 93526

Dear Mikaela,

Congratulations! The California Fire Safe Council ("CFSC") is pleased to provide funding for Inyo, County of's "Inyo County Wildfire Coordinator" project, (the "Project"). The Inyo, County of, hereinafter referred to as the "Subrecipient," enters into this Subaward Agreement (the "Agreement") on the date of the last signature on this Agreement below, following the terms and conditions set forth herein.

Funding for this Project is provided from the State of California, by and through the California Department of Forestry and Fire Protection ("CAL FIRE") as part of the California Climate Investment Program. The Project being funded is as described in the Subrecipient's original application for funding. This Agreement outlines the subaward's procedures and requirements.

The assigned number for this subaward is 22 CALFIRE 399537 (Please refer to this number when contacting CFSC about this subaward). Total funding provided for this Project shall not exceed \$175,000.00. Subrecipient shall assume any obligation to furnish any additional funds that may be necessary to complete the Project.

### **SECTION 1: PURPOSE**

The objective of this Grant Program to educate, encourage, and develop county-wide collaboration and coordination among various wildfire mitigation groups operating within counties containing State Responsibility Area lands. To meet project objectives, County Coordinators will conduct an initial census of wildfire mitigation work in their county, attend workshops at the local and state level, identify and summarize actions of local groups, and provide regular reports and updates on collaborative efforts. The end result will be a county-wide model of collaboration, coordination, and mutual aid between all wildfire mitigation organizations and stakeholders.

### **SECTION 2: TERM OF SUBAWARD**

The term of this Agreement is from September 15, 2022 through February 29, 2024 and shall terminate upon CFSC determination that the Project subject to this Agreement is complete (the "Term"). Work shall not commence prior to the execution of this Agreement by both parties, and pre-award costs dated as of September 15, 2022 are authorized. An agreement is considered fully executed upon signature and approval by an authorized representative of the California Fire Safe Council. Subrecipient shall not receive funding for portions of the Project completed outside of the Term. Subrecipient agrees to comply with all applicable state and local laws governing the funds provided under this Agreement; in addition, Subrecipient will follow customary accounting principles consistently applied and their organization's written policies and procedures related to financial and program management.

In addition to the terms and conditions of this Agreement, the Subrecipient agrees that the terms and conditions contained in the documents set forth below are hereby incorporated, unless otherwise not required, and made part of this agreement

1. California Climate Investments Department of Forestry and Fire Protection Direct Award Procedural Guide February 2022
2. The submitted Application, Project Budget, Deliverables and Attachments
3. The Award Handbook
4. Subrecipient By-Laws
5. Fiscal Sponsor Agreement Letter
6. Contact Information Sheet for Subrecipient Board of Directors and Signors
7. All Applicable Insurance Requirements and Certificates
8. Project Map
9. Examinations From All Relevant Governmental Agencies Applicable to the Project
10. IRS Tax Exemption Documents, if Applicable
11. Letters of Commitment
12. Resolution of Subrecipient Authorizing Grant Application

### **SECTION 3: PRIVACY OF CONTRACT**

Subrecipient understands and agrees that privity of contract exists between CFSC and the Subrecipient. That is, the relationship concerning this Subaward is strictly between CFSC and the Subrecipient. Subrecipient understands and agrees that neither Cal Fire or any of its affiliates, the State of California, nor the United States shall be, or are intended to be, a party to this Subaward, any contract with the Subrecipient, any solicitations, request for proposals, or disputes on the execution, interpretation, or enforcement of any contract, including this Subaward, between CFSC and the Subrecipient.

### **SECTION 4: SCOPE OF WORK**

The scope of work to be undertaken by Subrecipient is as follows: "IC's proposed project within the CFSC-County Coordinator Grant application is to fund the salary and benefit costs associated with the hiring of a temporary full time County Coordinator (CC) position. The CC will assist with educating, encouraging and developing county-wide collaboration and coordination among various wildfire mitigation groups. The remaining funds will support CC travel expenses and costs related to stakeholder/community outreach and public education activities and events." (the "Project".) The Project shall be completed in accordance with the proposed scope of work delineated on the Workplan of Subrecipient's application, a copy of which is in ZoomGrants and its terms are incorporated to this contract by reference.

### **SECTION 5: REPORTS**

Subrecipient shall use CFSC's ZoomGrants reporting system for subaward reporting, document submission, and other subaward-related functions. Subrecipient agrees to submit to CFSC all required deliverables and reports via CFSC's ZoomGrants system.

Subrecipient shall submit quarterly financial and programmatic reports, and a final/closeout report, using the forms provided in ZoomGrants.



Quarterly reports are due:

- | December 31, 2022 (for the reporting period September 15, 2022 – November 30, 2022)
- | March 31, 2023 (for the reporting period December 1, 2022 – February 28, 2023)
- | June 30, 2023 (for the reporting period March 1, 2023 – May 31, 2023)
- | September 30, 2023 (for the reporting period June 1, 2023 – August 31, 2023)
- | December 31, 2023 (for the reporting period September 1, 2023 – November 30, 2023)
- | March 31, 2024 (for the reporting period December 1, 2023 – February 29, 2024)

Quarterly report submissions will include a check-in call with the CFSC Grant Specialist to discuss Project progress and to provide any needed assistance.

By March 31, 2024, at 5 p.m., Subrecipient agrees to submit a final report, including all required documents, through ZoomGrants. In addition to the final report, the last quarterly report for the period of December 1, 2023 – February 29, 2024, is also due the same day March 31, 2024.

The final report should include:

1. A final Closeout Report Narrative
2. A final Budget Report on Actual Costs
3. One (1) digital version of products, publications, flyers, communications and/or educational materials, best practice guides, newspaper clippings and other materials developed using grant funds over the entirety of the Project.
4. A final success story of the Project.
5. Photos: High Resolution digital photos showing the project's outcomes and events.
6. GIS Networking Portal Project data files, which may include projects maps, list of mitigation groups and other items to be determined.

Failure to comply with all reporting and closeout procedures by the deadlines will be considered noncompliance with the terms of the Agreement. Such noncompliance may be considered in the evaluation of organizational capacity for future subawards.

## **SECTION 6: PAYMENTS**

Payments to Subrecipient shall be in the form of electronic direct deposit through ACH processing to Subrecipient's bank account. (ACH processing is a safe form of a bank wire from CFSC's bank to Subrecipient's bank.). Payments for work conducted under this Agreement may be made on an advance or reimbursement basis and are contingent upon the receipt by CFSC of sufficient funds from CAL FIRE pursuant to the Master Award. Payments shall be made upon receipt and approval of a Payment Request Form and a financial report detailing current charges and total-to-date charges by major budget categories. After the initial payment, additional payment requests may take up to 90 days after Subrecipient's request to CFSC. CFSC is not liable for any damages or expenses incurred due to delay in payment for any cause whatsoever.

Subrecipient must provide a completed ACH Authorization Form and W-9 in ZoomGrants prior to any initial payment being made.

Subrecipient may submit a new payment request once it has spent 60% or more of the funds received from the prior payment and supplies necessary supporting documentation. CFSC reserves the right to deny any request for new payment.

To submit a payment request, the Subrecipient must submit the request in ZoomGrants, and upload the following proof of expenditures for the prior invoice period into ZoomGrants:

- | A summary sheet or copy of general ledger showing each budget category
- | Detailed transaction ledgers by each budget category and/or payroll ledgers

The Subrecipient shall maintain an accounting system that follows Custom accounting principles consistently applied. The accounting system must accurately reflect fiscal transactions, using the necessary controls and safeguards. This system shall provide an adequate audit trail, including original source documents such as receipts, progress payments, invoices, purchase orders, timecards, canceled checks, etc. Please redact account numbers and personal identifying information before submitting invoices. The system shall also provide accounting data so the total cost of each individual project can be readily determined. CFSC may request records and documentation at any time. These records shall be retained by the Subrecipient for a period of three years after the closing date of the Project, or one year after final disposition of any disputed audit findings, whichever occurs later unless it is the Subrecipient's policy to retain records for a longer duration.

Avoid audit exceptions – keep accurate records. In the event of an audit, a finding of inaccurate records is grounds to terminate this Subaward Agreement.

CFSC reserves the right to cancel or stop payments if there are serious compliance or programmatic issues.

Subrecipient shall account for payments received under this Agreement in its budget accounting in the quarterly reports and the final/closeout report.

Additionally, Subrecipient must submit a report in the same fashion and format as the Quarterly Reports in Section 5 of this Agreement, specifically detailing the status of the Project as defined in Section 4 of this Agreement. CFSC reserves the right to deny requests for additional progress payments should Subrecipient fail to adhere to the Project Schedule in Section 4.

## **SECTION 7: QUARTERLY MEETING REQUIREMENTS**

Subrecipient shall work with the CFSC Grant Specialist to develop metrics to gauge their Project's progress. Metrics may include but are not limited to:

- | Individual County Goals for Coordination
- | Outreach Efforts and Key Stakeholders
- | Current Wildfire Mitigation Programs (WMP) Plans and Projects within the County
- | Number of counties participating in active coordination
- | Number of individual county contacts engaged with during the project by County Coordinator
- | Completed grants, tasks, meetings, and plans created during the project time by the coordinator
- | Workshop and meeting hours at local and state level attended by County Coordinator
- | Identification, count and summary actions of local groups identified during the project within each county
- | Survey reports detailing the known groups, grants, processes within each county at the outset of the project and its conclusion and the new collaborations gained

These metrics will be reviewed quarterly during mandatory check-in meetings with the CFSC Grant Specialist and assigned CFSC Regional Coordinator. In addition to tracking Project progress, the quarterly check-in meetings will be a source of support for Subrecipient and an opportunity to ask questions and discuss project modifications.

In addition to the quarterly check-in meetings, Subrecipient is required to attend quarterly Regional County Coordinator Workshops. These workshops will be hosted by the CFSC Grant Specialist and the assigned CFSC Regional Coordinator and will bring together County Coordinators from awarded counties. The goal of the workshops is to allow County Coordinators to meet, engage, exchange best practices, and provide educational tools to support county-wide collaboration and coordination.

## **SECTION 8: TITLE TO AND USE OF EQUIPMENT AND SUPPLIES**

Title to any supplies or equipment purchased during the Term under this Agreement will vest upon acquisition in the Subrecipient. Notwithstanding the foregoing, Subrecipient shall have free, irrevocable license to use the equipment or supplies.

#### **SECTION 9: TITLE TO AND USE OF WORK PRODUCTS AND DATA**

Title to any and all materials developed with funds from this Agreement vests in the Subrecipient. Notwithstanding the foregoing, Subrecipient shall have a free, irrevocable license to use, publish, or distribute all such materials. The word “materials” may include, but is not limited to: reports, studies, photographs, computer programs, drawings, writings, or other similar works or documents, along with all supporting data and material, produced under this Agreement.

CFSC reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish or otherwise use the materials for CFSC educational or promotional purposes. CFSC will always attempt to do this with Subrecipient’s notification and/or consent.

#### **SECTION 10: PERMITS/ENVIRONMENTAL COMPLIANCE**

Subrecipient shall ensure that the Project is in compliance with all applicable environmental and cultural resource laws – federal, state, and local – prior to beginning any activities, including but not limited to, ground- or vegetation-disturbing activities. Projects were selected based on the Subrecipient’s assurance that environmental and cultural permits were either not necessary or are already in place. Documentation of CEQA [DF1] compliance must be provided to CFSC when applicable. Please see Section 22 “Special Conditions” for any grant-specific conditions or restrictions. Please contact your CFSC Grant Specialist if ground disturbing activities are scheduled to occur, prior to activities beginning, and/or if you experience any delays receiving necessary permits.

#### **SECTION 11: SUBAWARDS**

Subrecipient is prohibited from sub-awarding any part of this Project to another organization.

#### **SECTION 12: RECORD RETENTION**

All Subrecipient records must be kept for three years after the closing date of the Project, or one year after final disposition of any disputed audit findings, whichever occurs later unless it is the Subrecipient’s policy to retain records for a longer duration. Upon completion of the Agreement, Subrecipient must maintain copies of all grant documentation, receipts, contractors, bid notices, time sheets, personnel time etc., in a safe, retrievable storage location. Such documentation shall be made to CFSC upon request by CFSC or CAL FIRE.

#### **SECTION 13: SITE VISITS**

CFSC staff will conduct a Grant Award Workshop within 3 months of the Project start date. Attendance at the award workshop is mandatory. The location, date, and time of the workshop will be announced in advance. If held in-person, a webinar attendance option will be offered.

In addition, CFSC staff will conduct a minimum of one monitoring visit/desk review and may schedule additional visits during the Term of the Agreement, to ensure program compliance and that work is in accordance with the approved Scope of Work. The CFSC Grant Specialist will contact the Subrecipient to schedule the visit(s) and inform the Subrecipient of any items to be reviewed.

Subrecipient may be notified that CFSC, or CAL FIRE staff would like to conduct a visit during the Term. This will always be done in coordination with Subrecipient.

## SECTION 14: LOGO & PUBLIC NOTICES

Subrecipient shall cooperate with CFSC to release information about this Project to the press or other news/media outlets.

Subrecipient is prohibited from using CAL FIRE's trademarks or service marks without CAL FIRE's prior written consent, which may be requested through the CFSC Grant Specialist.

Subrecipient is prohibited from using CFSC's logo, trademarks, or service marks without CFSC's prior written consent, which may be requested through the CFSC Grant Specialist.

Recognition for projects, activities and products should be included on all products developed with funds provided through this Agreement. Subrecipient is encouraged to give public notice of the receipt of this award and, from time to time, to announce the progress and accomplishments. All projects must clearly display program acknowledgement. The acknowledgement must contain the California Climate Investments and CAL FIRE logos as well as the following statement: ***"Funding for this project was provided by a grant from the California Department of Forestry and Fire Protection as part of the California Climate Investments Program, through the California Fire Safe Council."***

Items such as press releases or other public notices shall include a statement as follows: ***"Community Wildfire Preparedness Project, is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment— particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investment website at: [www.caclimateinvestments.ca.gov](http://www.caclimateinvestments.ca.gov)."***

## SECTION 15: MODIFICATIONS

Program modifications require prior written approval from the CFSC Grant Specialist. The dollar amount of a budget expense category may be increased or decreased by up to ten percent (10%) of the total grant amount through reallocation of funds from another expense category(ies) without approval by the CSFC; however, Subrecipient shall notify the CFSC in writing in project progress reports when any such reallocation is made and shall identify both the expense category(ies) being increased and those being decreased. Prior written approval from the CFSC is required when the cumulative total of budget reallocations will exceed more than ten percent (10%) of the total grant amount. Any increase or decrease of an expense category of more than ten percent (10%) of the total grant amount must be approved in writing by the CFSC before any such increase or decrease is made. It is the expectation of CFSC and CAL FIRE that the Subrecipient make every effort to complete the approved Project within the approved Term. CFSC cannot honor any requests for extensions of time past the stated deadline of February 29, 2024

## SECTION 16: NOTIFICATION

Subrecipient shall immediately notify CFSC of developments that have a significant impact on activities supported under this Agreement. Written notification shall be given in case of problems, delays or adverse conditions that materially impact the ability to meet the objectives of the Agreement. This notification shall include a statement of the action taken or contemplated, and any assistance needed to resolve the situation. Notice should be sent to your CFSC Grant Specialist.

## SECTION 17: INSURANCE

Subrecipient shall maintain general and commercial liability insurance of not less than \$1,000,000 per occurrence for bodily

injury and property damage combined; if applicable, workers' compensation insurance of not less than \$1,000,000; and, if applicable, commercial automobile insurance on owned, hired and/or non-owned vehicles of not less than \$1,000,000 throughout the term of the Project. All such policies shall provide that CFSC, and their respective officers, agents, employees and servants are included as additional insureds as far as the performance of this Agreement are concerned. Subrecipient shall provide certificate(s) of insurance reflecting that this coverage is in effect upon acceptance of this Agreement. In the event of any change in the insurance coverage, Subrecipient shall provide updated certificate(s) of coverage.

#### **SECTION 18: NON-LIABILITY**

CFSC does not assume liability for any third-party claims for damages arising out of this Agreement. Each party agrees that it will be responsible for its own acts and the results thereof and shall not be responsible for the acts of the other party and the results thereof. Each party, therefore, agrees, to the extent authorized by applicable laws that it will assume all risks and liability to itself, its agents or employees, for any injury to persons or property resulting from any operations of its agents or employees under this agreement, and for any loss, cost, damage, or expense resulting at any time from any and all clauses due to any acts, or negligence, or the failure to exercise proper precautions of or by itself or its own agents to this agreement. Subrecipient agrees to carry appropriate liability insurance (e.g., general liability, directors and officers, errors, and omissions, etc.) to safeguard funds and assets acquired through this Agreement.

#### **SECTION 19: PROJECT TERMINATION**

This Agreement may be terminated by the California Fire Safe Council or Subrecipient upon 30-days written notice to the other party.

If either party terminates the Agreement prior to the completion of the Project, Subrecipient shall take all reasonable measures to prevent further costs to the Project under the Agreement and the CFSC shall be responsible for any reasonable and non-cancelable obligations incurred by Subrecipient in the performance of this Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Agreement.

Failure by Subrecipient to comply with the terms of this Agreement may be cause for suspension of all obligations of the CFSC hereunder at the discretion of the CFSC.

Failure of Subrecipient to comply with the terms of this Agreement shall not be cause for the suspension of all obligations of the CFSC hereunder if in the judgement of the CFSC such failure was due to no fault of Subrecipient. At the discretion of the CFSC, any amount required to settle at minimum cost any irrevocable obligations properly incurred shall be eligible for reimbursement under this Agreement.

Final payment to Subrecipient may not be made until the CFSC determines the Project conforms substantially to this Agreement.

If Subrecipient terminates the Project pursuant to this Section 19, Subrecipient shall return all unused monies awarded pursuant to this Agreement within 30 days to CFSC.

#### **SECTION 20: NON-DISCRIMINATION**

The California Fire Safe Council and the State of California prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. Subrecipient shall not discriminate against any person on any of these bases.

#### **SECTION 21: CONFLICT OF INTEREST**

Subrecipient or anyone acting on behalf of Subrecipient shall not have any conflicting personal and/or financial interests in carrying out the duties of this Agreement.

## **SECTION 22: SPECIAL CONDITIONS**

No ground disturbing activities are permitted under this Subaward agreement.

Greenhouse Gas Emissions data: For project with ground disturbing work, Subrecipient will be required to submit information about project size, vegetation type, location, and treatment area so that CAL FIRE staff may complete emissions calculations for the project. Calculations will be completed using an existing methodology produced by CAL FIRE and the California Air Resources Board for the Forest Health Program. Subrecipient will be required to provide a shapefile (GIS Polygon) and/or geo points (point feature). Additional information will be provided during the execution of this Agreement.

## **SECTION 23: DISPUTE RESOLUTION PROCEDURES**

Mediation of Disputes. Any dispute or claim in law or equity arising out of this agreement, the Subaward or any resulting transaction including, but not limited to, any and all disputes regarding the auditing of or the use of the Subaward by the Subrecipient and any and all other disputes between the CFSC and the Subrecipient, including any and all legal, monetary, equitable, including injunctive relief (collectively referred to herein as "Disputes"), shall be subject to mediation as a condition precedent to arbitration. The parties shall endeavor to resolve any Disputes by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Commercial Arbitration and Mediation Procedures of the American Arbitration Association currently in effect. Request for mediation shall be filed in writing with the other party to this agreement and with the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration, but in such event, mediation shall proceed in advance of arbitration or legal or equitable proceedings, which shall be stayed pending mediation for a period of sixty (60) days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. The parties shall share the mediator's fees and any filing fees equally. The mediation shall be held at a location in Sacramento, California that is mutually agreed upon by the parties and shall be a minimum of a four-hour mediation before satisfaction of mediation as a condition precedent to arbitration is satisfied. Agreements reached in mediation shall be enforceable as settlements in any court having jurisdiction thereof.

Arbitration of Disputes. Any dispute or claim in law or equity arising out of this agreement, the Subaward or any resulting transaction including, but not limited to, any and all disputes regarding the auditing of or the use of the Subaward by the Subrecipient and any and all other disputes between the CFSC and the Subrecipient, including any and all legal, monetary, equitable, including injunctive relief (collectively referred to herein as "Disputes"), subject to enforceability determined by the arbitrator, shall be decided by neutral binding arbitration, with an arbitrator that has at least 10 years of experience as an auditor and is familiar with generally accepted accounting principles for state and local government units and with auditing standards generally accepted in the United States of America; Government Auditing Standards issued by the Comptroller General of the United States; the Single Audit Act of 1984 as amended in July 1996 and the provisions of OMB Guidance 2 CFR part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards - Subpart F - Audit Requirements. The arbitrator shall be mutually agreed upon by the parties. If the parties cannot agree on an arbitrator, the parties shall alternately strike names from a list provided by the American Arbitration Association until only one name remains. The parties shall share the arbitrator's fees and any filing fees equally. The arbitrator shall conduct the arbitration in accordance with the expedited procedures provided for in the Commercial Arbitration and Mediation Procedures of the American Arbitration Association currently in effect and not by court action, except as provided by law for judicial review of Arbitration proceedings. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The arbitrator shall not have the power to award punitive damages. In the event of a disagreement as to the selection of an arbitrator, the Judicial Mediation and Arbitration Services, Inc. office, shall select an arbitrator who meets the qualifications required in the arbitration provision above. Claims less than \$10,000.00 shall be litigated in Small Claims Court at the request of either party, however, initiation of a Small Claims Court action shall not be deemed a waiver by the other party of its right to arbitrate any counter or cross claims.

**NOTICE: BY SIGNING THIS AGREEMENT YOU ARE AGREEING TO HAVE ANY DISPUTE GREATER THAN \$10,000.00 ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS**

PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE BUSINESS AND PROFESSIONS CODE OR OTHER APPLICABLE LAW. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY.

MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION WILL BE SUBJECT TO NEUTRAL ARBITRATION.

**SECTION 24: AUTHORITY AND ACCEPTANCE**

All necessary action has been taken by Subrecipient to accept this Agreement, authorize the undersigned to execute this Agreement, and perform the Project as set forth in this Agreement.

**SECTION 25: CONTACTS**

**Subrecipient Contact**

Mikaela Torres  
mtorres@inyocounty.us  
7608780120

**CFSC County Coordinator Grant Specialist Contact**

Nina Evans  
nevens@cafiresafecouncil.org  
714-388-2965

Best wishes for success on the project!  
\_/\_s/ Bob Roper, Chairman for California Fire Safe Council, Inc

---

**Signatures**

**Inyo, County of**

Project Manager  
*Not signed yet.*

Executive Director/Manager  
*Not signed yet.*

**California Fire Safe Council**

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# County of Inyo



## Health & Human Services

### CONSENT - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Anna Scott

**SUBJECT:** Approval of Budget Amendment and payment to California Department of Public Health (CDPH) to return unspent funds in the amount of \$60,000.00 for the closeout of the one-time AB86 - SS4A grant period.

---

#### RECOMMENDED ACTION:

Request Board:

- A) amend the Fiscal Year 2022-2023 Health Budget (045100) as follows: increase revenue in Operating Transfer In (4998) by \$60,000 and increase appropriation in Prior Year Refund (5499) by \$60,000 (*4/5ths vote required*);
- B) amend the Fiscal Year 2022-2023 HHS Suspense Trust (505104) as follows: increase appropriation in Operating Transfers Out (5801) by \$60,000 (*4/5ths vote required*); and
- C) approve the return of funds to the California Department of Public Health (CDPH) in the amount of \$60,000.00 for unspent school-specific COVID-19 response funds allocated under AB86 - SS4A.

#### SUMMARY/JUSTIFICATION:

Assembly Bill 86 - Safe Schools for All (AB86 - SS4A) granted separate funding to county Offices of Education and Public Health programs to help mitigate COVID-19 activity in schools. Inyo County Public Health worked with the Inyo County Office of Education to identify potential uses of the County's share of the funding after both agencies were awarded \$60,000 each to be spent by June 30, 2022. Ultimately, Inyo County Health and Human Services identified a need to provide on-site support for testing and contract tracing activities. In September, 2021, your board authorized HHS to accept AB86 - SS4A grant funding and also authorized the creation of two part-time, term-limited COVID-19 Response Specialists, who would be tasked with assisting in contact tracing and other school-based activities. Following several failed recruitments, HHS was able to interview five (5) applicants on January 13, 2022. By the time backgrounds cleared, however, the COVID-19 surge of October 2021 - January 2022 had waned and existing contact tracing staff within the school systems and the HHS Public Health division were sufficient to address the volume of COVID-19 activity in the schools. The HHS Public Health and Prevention division determined that it would be imprudent to hire additional temporary staff for the remaining three months of the AB86 - SS4 grant period and continued to fund existing COVID-19 contact tracing staff with Epidemiology and Laboratory Capacity (ELC) funding. The HHS - Public Health & Prevention Division respectfully requests approval to amend the Health budget and return the unspent AB86 - SS4A funds to the California Department of Public Health (CDPH) in the amount of \$60,000.00.

#### BACKGROUND/HISTORY OF BOARD ACTIONS:

NA



**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to authorize this repayment and leave us out of compliance with the requirement to revert unspent funds to CDPH after the end of the AB86 - SS4A grant period.

**OTHER AGENCY INVOLVEMENT:**

Inyo County Office of Education, local schools

**FINANCING:**

State Funds. These monies are in HHS Suspense (505104) and will be transferred to the Health budget. No County General Funds.

**ATTACHMENTS:**

1. Inyo AB 86 Allocation Balance 6.30.22

**APPROVALS:**

Anna Scott	Created/Initiated - 8/25/2022
Darcy Ellis	Approved - 8/25/2022
Genoa Meneses	Approved - 8/30/2022
Melissa Best-Baker	Approved - 9/1/2022
Marilyn Mann	Approved - 9/2/2022
John Vallejo	Approved - 9/2/2022
Amy Shepherd	Approved - 10/5/2022
Denelle Carrington	Final Approval - 10/5/2022

## Anna Scott

---

**Cc:** Genoa Meneses; Marilyn Mann  
**Subject:** RE: AB 86 Funding - Inyo County

---

**From:** Breland, Tera@CDPH  
**Sent:** Friday, August 12, 2022 7:37 AM  
**To:** [gmeneses@inyocounty.us](mailto:gmeneses@inyocounty.us)  
**Cc:** Hunter, June@CDPH <[June.Hunter@cdph.ca.gov](mailto:June.Hunter@cdph.ca.gov)>  
**Subject:** \*\*\*Review Requested\*\*\*\* AB 86 Final Report - Inyo  
**Importance:** High

Good morning,

We show Inyo has not spent any of the funding according to your final report. Please review the information below and let me know if corrections are needed. We can return the report to you, or I can make corrections on your behalf if you prefer. All AB 86 funding was to be spent by June 30, 2022. Those that request an extension have been granted one through December 31, 2022. Please let me know if you would like an extension.

**Total Allocation was \$60,000.00**

County	Type	Quarter	Date Submitted	Approved in Spend Plan	Total Expenses
Inyo	LHJ	Quarter 1 [May 1, 2021 - July 31, 2021]		60000.00	0.00
Inyo	LHJ	Quarter 2 [August 1, 2021 - October 31, 2021]			0.00
Inyo	LHJ	Quarter 3 [November 1, 2021 - January 31, 2022]			0.00
Inyo	LHJ	Quarter 4 [February 1, 2022 - April 30, 2022]			0.00
Inyo	LHJ	Final Report [May 1, 2022 - June 30, 2022]			0.00
<b>Inyo Total Spent</b>					<b>0.00</b>
<b>Remaining</b>				<b>\$60,000</b>	

Thank you,

*Tera Breland*

Tera Breland, CDPH  
(279) 203-9105  
[Tera.Breland@cdph.ca.gov](mailto:Tera.Breland@cdph.ca.gov)



# County of Inyo



## Health & Human Services - Health/Prevention

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** stephanie rubio

**SUBJECT:** Approval of Budget Amendment and Payment to Return Unspent Funds to California Department of Public Health

---

**RECOMMENDED ACTION:**

Request Board:

A) amend the Fiscal Year 2022-2023 Tobacco Budget (Budget 640322) as follows: increase revenue in Operating Transfer In (4998) by \$56,478 and increase appropriation in Prior Year Refund (5499) by \$56,478 (*4/5ths vote required*) and;

B) amend the Fiscal Year 2022-2023 Prop 99 Trust (505118) as follows: increase appropriation in Operating Transfers Out (5801) by \$56,478 (*4/5ths vote required*); and

C) approve the return of funds to the California Department of Public Health (CDPH) in the amount of \$56,478.00 for unspent grant funds from the Inyo Tobacco Prevention and Education Program.

**SUMMARY/JUSTIFICATION:**

During the Board of Supervisor meeting on October 4, 2022, your Board approved amending the Tobacco budget and returning unspent grant funds from the Tobacco Prevention and Education program in the amount of \$43,463.00 to the California Department of Public Health for the agreement period of July 2017 through June 2021. However, the Department failed to recognize the accrued interest earned during the period the monies were held in trust. The Department is respectfully requesting your Board amend your prior order and amend the Tobacco budget and return the unspent funds in the amount of \$56,478.00.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

N/A

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Your Board could choose not to authorize this repayment and leave us out of compliance with paying our recoupment for this program.

**OTHER AGENCY INVOLVEMENT:**

N/A

**FINANCING:**

State Funds. These funds are in Trust Prop 99 (505118) and will be moved into the Tobacco budget (640322) prior to processing the invoice for payment. No County General Fund.

**ATTACHMENTS:**

1. California Department of Public Health Closeout of 2017-2021 Comprehensive Tobacco Control Plan

**APPROVALS:**

Darcy Ellis	Created/Initiated - 10/4/2022
Darcy Ellis	Approved - 10/4/2022
Denelle Carrington	Approved - 10/4/2022
Melissa Best-Baker	Approved - 10/4/2022
Amy Shepherd	Approved - 10/5/2022
Marilyn Mann	Final Approval - 10/6/2022



TOMÁS J. ARAGÓN, M.D., Dr.P.H  
Director and State Public Health Officer

State of California—Health and Human Services Agency  
California Department of Public Health



GAVIN NEWSOM  
Governor

July 20, 2022

Sarah Downard  
Inyo County Health & Human Services  
1360 N. Main St, Suite 203-D  
Bishop, CA 93514

RE: Agreement Number/LLA: CTCP 17-14  
Closeout of 2017-2021 Comprehensive Tobacco Control Plan

Dear Ms. Downard:

The purpose of this letter is to inform you of the status of the following:

Final Progress Report:  
 Received and approved. See the attached final progress report analysis letter.

Amount Due to California Department of Public Health/California Tobacco Control Program: **\$43,463.00**

Please submit separate checks for Proposition 99 and Proposition 56 funds, payable to the California Department of Public Health to the address provided below. The agreement number and fund type (Prop 99/Prop 56) must be written on the face of the check(s).

Interest earned monies to be reimbursed to California Tobacco Control Program (CTCP): **\$13,015.00**

Please submit separate checks for Proposition 99 and Proposition 56 funds, payable to the California Department of Public Health to the address provided below. The agreement number, fund type (Prop 99/Prop 56), and the words “Unexpended Tobacco Control Program Interest” must be written on the face of the check(s).

---

CDPH California Tobacco Control Program  
MS 7206 • P.O. Box 997377 • Sacramento, CA 95899-7377  
(916) 449-5500 • (916) 449-5505 FAX  
Internet Address: [www.cdph.ca.gov](http://www.cdph.ca.gov)



Ms. Downard  
Page 2  
July 20, 2022

Heather West  
California Department of Public Health  
California Tobacco Control Program  
MS 7206  
P.O. Box 997377  
Sacramento, CA 95899-7377

Payment is due no later than: Date: September 20, 2022

Equipment:

Not applicable.

Incentives:

Unused/Undistributed Incentives to be maintained by your project for distribution in 2022-2025 Comprehensive Tobacco Control Plan activities. During the September-October 2022 open revision period, the type and value of carried over incentives must be identified in the budget justification.

Records Retention:

Based on Exhibit C, General Terms and Conditions (GTC), GTC 610, paragraph 4, Audit; and Exhibit D, Special Terms and Conditions, Section 3, Subcontract Requirements, you are required to preserve and make available records relating to this Agreement for a period of three years from the date of final payment receipt under this Agreement or from the end of the Agreement, whichever is later. The date of final payment was approximately June 3, 2022. Therefore, records must be maintained through June 3, 2025. Subcontractors and/or consultants, if utilized, are also required to maintain records until this date.

Please contact me via the Online Tobacco Information System (OTIS) Communication Log or via email at [Heather.West@cdph.ca.gov](mailto:Heather.West@cdph.ca.gov) if you have any questions.

Sincerely,



Heather West  
Procurement Manager  
Procurements Management Unit B  
California Tobacco Control Program

Ms. Downard  
Page 3  
July 20, 2022

Enclosure(s)

cc: Day-to-Day Fiscal Contact  
Health Officer  
Director of Health  
CTCP PM Supervisor  
CTCP Program Consultant  
CTCP PC Supervisor

# California Department of Public Health, California Tobacco Control Program

## Progress Report Analysis

**Contract Number:** CTCP-17-14

**Agency Name:** Inyo County Health & Human Services

**Project Name:** Inyo County Tobacco Education Program

**Project Type:** Local Lead Agency

**Analysis Submitted By:** Stacy Kruse

**Analysis Submitted To:** Laura Childers

**Analysis Submission CC:** Christina Crews

**Analysis Submission Date:** 01/31/2022

**Progress Report Status:** Approved

**Contract Term:** 07/01/2017 - 06/30/2021

**Progress Report Period:** 07/21-12/21

**Progress Report Submission Date:** 12/29/2021

**Report Generated:** 07/14/2022 01:32 PM

This report only contains those Analysis questions which have responses.

### Document Repository

**Status**

### Contact Information

**Status**

### Staff Tracking

**Status**

Is it evident there were any staff vacancies or changes in percent of staff time that impacted timely completion of program, evaluation, fiscal, or administrative activities during this report period?

Somewhat

Is it evident that the agency has a plan for timely recruitment or temporarily filling the position?

Yes

### Subcontracts

**Status**

Do subcontract and/or consultant activities support the overall objectives of the project?

Yes

### Challenges & Barriers

**Status**

Have any major challenges or barriers been encountered that hinder program implementation?

Somewhat

Is it evident that the program is actively trying to find solutions to the challenges?

Yes

### Coalition Functioning

**Status**

#### Inyo County Adult Tobacco Coalition

Is there evidence that the coalition functions as a group, e.g., periodic meetings, teleconferences or through some other means?

Yes

Is there evidence that the coalition is adequately involved in decision-making and program implementation?

Yes



Is there evidence that the CX Assessment and development of the plan are progressing satisfactorily? Yes

**Bishop Union High School Youth Coalition**

Is there evidence that the coalition functions as a group, e.g., periodic meetings, teleconferences or through some other means? Yes

Is there evidence that the coalition is adequately involved in decision-making and program implementation? Yes

Is there evidence that the CX Assessment and development of the plan are progressing satisfactorily? Yes

**Lone Pine High School Youth Coalition**

Is there evidence that the coalition functions as a group, e.g., periodic meetings, teleconferences or through some other means? Yes

Is there evidence that the coalition is adequately involved in decision-making and program implementation? Yes

Is there evidence that the CX Assessment and development of the plan are progressing satisfactorily? Yes

**Coalition Membership Status**

**Inyo County Adult Tobacco Coalition**

Does the coalition membership reflect broad community representation? Yes

**Bishop Union High School Youth Coalition**

Does the coalition membership reflect broad community representation? Yes

**Lone Pine High School Youth Coalition**

Does the coalition membership reflect broad community representation? Yes

**Collaboration and Training Tracking Status**

Is the project collaborating with groups in meaningful ways that will further the project's objectives (e.g., relationship building, planning, data collection, educational outreach, joint projects)? Yes

During the report period, did project staff participate in webinars, trainings, and conferences sponsored by CTCP, CTCP-funded projects or others to build capacity and facilitate completion of project activities? Yes

## Objective 1

### Intervention Activities

### Status

Is accomplishment of the Activities occurring according to the plan and timelines? Is it satisfactory?

Yes

Were appropriate intervention tracking measures submitted to substantiate and verify the activities described in the narrative?

Yes

Were tracking measures accurate and of a professional quality?

Yes

### Evaluation Activities

### Status

Is accomplishment of the Evaluation activities occurring according to the Plan and timelines? Is it satisfactory?

Yes

Were appropriate evaluation tracking measures submitted to substantiate and verify the activities described in the narrative?

Yes

If this is a legislated policy adoption-related objective, was the final adopted and signed policy uploaded into the Document Repository?

N/A

Were tracking measures accurate and of a professional quality?

Yes

Is accomplishment of data analyses occurring according to the plan and timelines?

Yes

Do evaluation findings demonstrate a need to revise intervention activities?

No

Are evaluation results being disseminated according to the plan and timelines?

Yes

Was the final evaluation or brief evaluation report completed satisfactorily (e.g. consistent with CTCP guidelines)?

Yes

## Objective 2

### Intervention Activities

### Status

Is accomplishment of the Activities occurring according to the plan and timelines? Is it satisfactory?

Yes

Were appropriate intervention tracking measures submitted to substantiate and verify the activities described in the narrative?

Yes

Were tracking measures accurate and of a professional quality?

Yes

<b>Evaluation Activities</b>	<b>Status</b>
Is accomplishment of the Evaluation activities occurring according to the Plan and timelines? Is it satisfactory?	Yes
Were appropriate evaluation tracking measures submitted to substantiate and verify the activities described in the narrative?	Yes
If this is a legislated policy adoption-related objective, was the final adopted and signed policy uploaded into the Document Repository?	N/A
Were tracking measures accurate and of a professional quality?	Yes
Is accomplishment of data analyses occurring according to the plan and timelines?	Yes
Do evaluation findings demonstrate a need to revise intervention activities?	No
Are evaluation results being disseminated according to the plan and timelines?	Yes
Was the final evaluation or brief evaluation report completed satisfactorily (e.g. consistent with CTCP guidelines)?	Yes

### **Objective 3**

<b>Intervention Activities</b>	<b>Status</b>
Is accomplishment of the Activities occurring according to the plan and timelines? Is it satisfactory?	Yes
Were appropriate intervention tracking measures submitted to substantiate and verify the activities described in the narrative?	
Were tracking measures accurate and of a professional quality?	

<b>Evaluation Activities</b>	<b>Status</b>
Is accomplishment of the Evaluation activities occurring according to the Plan and timelines? Is it satisfactory?	Yes
Were appropriate evaluation tracking measures submitted to substantiate and verify the activities described in the narrative?	Yes

If this is a legislated policy adoption-related objective, was the final adopted and signed policy uploaded into the Document Repository? N/A

Were tracking measures accurate and of a professional quality? Yes

Is accomplishment of data analyses occurring according to the plan and timelines? Yes

Do evaluation findings demonstrate a need to revise intervention activities? No

Are evaluation results being disseminated according to the plan and timelines? Yes

Was the final evaluation or brief evaluation report completed satisfactorily (e.g. consistent with CTCP guidelines)? Yes

## **Objective 4**

### **Intervention Activities**

### **Status**

Is accomplishment of the Activities occurring according to the plan and timelines? Is it satisfactory? Yes

Were appropriate intervention tracking measures submitted to substantiate and verify the activities described in the narrative? Yes

Were tracking measures accurate and of a professional quality? Yes

### **Evaluation Activities**

### **Status**

Is accomplishment of the Evaluation activities occurring according to the Plan and timelines? Is it satisfactory? Yes

Were appropriate evaluation tracking measures submitted to substantiate and verify the activities described in the narrative? Yes

If this is a legislated policy adoption-related objective, was the final adopted and signed policy uploaded into the Document Repository? N/A

Were tracking measures accurate and of a professional quality? Yes

Is accomplishment of data analyses occurring according to the plan and timelines? Yes

Do evaluation findings demonstrate a need to revise intervention activities? No

Are evaluation results being disseminated according to the plan and timelines? Yes

Was the final evaluation or brief evaluation report completed satisfactorily (e.g. consistent with CTCP guidelines)? Yes

## Objective 5

### Intervention Activities **Status**

Is accomplishment of the Activities occurring according to the plan and timelines? Is it satisfactory? Yes

Were appropriate intervention tracking measures submitted to substantiate and verify the activities described in the narrative? Yes

Were tracking measures accurate and of a professional quality? Yes

### Evaluation Activities **Status**

Is accomplishment of the Evaluation activities occurring according to the Plan and timelines? Is it satisfactory? Yes

Were appropriate evaluation tracking measures submitted to substantiate and verify the activities described in the narrative? Yes

If this is a legislated policy adoption-related objective, was the final adopted and signed policy uploaded into the Document Repository? N/A

Were tracking measures accurate and of a professional quality? Yes

Is accomplishment of data analyses occurring according to the plan and timelines? Yes

Do evaluation findings demonstrate a need to revise intervention activities? No

Are evaluation results being disseminated according to the plan and timelines? Yes

Was the final evaluation or brief evaluation report completed satisfactorily (e.g. consistent with CTCP guidelines)? Yes

### Materials Development **Status**

**Additional Activities**  
**Comments & Recommendations**  
 Was the Progress Report submitted by the due date?  
 Submission Comments:

**Status**  
**Status**  
 Yes

Closeout Table Displayed to Applicant Role:  
 Yes

[01/31/2022]

**Overall Comments and Recommendations:**

[01/31/2022]  
 Grate job on the completion of your 17-21 Local Lead Agency Plan. Despite staff vaccines and challenges you've been able to continue the forward momentum of your great work.

I look forward to working with you over the next few years with your new plan.

**Plan Period: 07/21-12/21**

<b>Activity #</b>	<b>SOW % Deliverable</b>	<b>Notes</b>	<b>Incomplete Deliverable %</b>
2-2-2	0.75		-0.25%
2-7-11	0.75		-0.25%
3-2-38	0.75		-0.25%
3-11-34	1.00		-0.25%
Scope of Work Deliverable % Deduction Sub-Total:			-0.5%
Additional Activity Credit:			0%
Notes: 0			
Total Deliverable % Deduction:			-0.5%
Total \$ Amount:			(\$7,184.40)



# County of Inyo



## Health & Human Services

### CONSENT - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Marilyn Mann

**SUBJECT:** Reclassify one term-limited COVID Administrative Analyst III to a permanent Administrative Analyst III

---

**RECOMMENDED ACTION:**

Request Board change the Authorized Strength in the Health and Human Services Department by reclassifying one (1) Limited-Term COVID Administrative Analyst III at Range 72 (\$5,387 - \$6,544) as an Administrative Analyst III at Range 72 (\$5,387 - \$6,544).

**SUMMARY/JUSTIFICATION:**

Your Board established a limited-term Administrative Analyst position on May 18, 2021 to provide administrative support to the fiscal functions of tracking, monitoring and reporting of funds received through the Epidemiology, Laboratory, Capacity (ELC) grant. This limited-term position was authorized through June 30, 2023. While these funds will continue to require administrative support to ensure fiscal tracking, monitoring and reporting; the department has identified an on-going need to maintain the position in order to also provide tracking, monitoring and reporting support for additional Public Health revenues expected to be received over time and revenues expected to be received for the Department's role as the Collaborative Applicant for the Continuum of Care (CoC) housing functions. The request to move this position from a limited-term to a permanent status was inadvertently overlooked during the budget process and the Department is respectfully requesting consideration of this reclassification to correct that oversight.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

NA

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

The term of this position will end June 30, 2023, should the Board not approve this item.

**OTHER AGENCY INVOLVEMENT:**

NA

**FINANCING:**

State and Federal funding. This position is currently budgeted as follows: 50% Health (045100) and 50% ELC (610390) in the Salaries and Benefits object codes. No County General Funds.

**ATTACHMENTS:**

**APPROVALS:**

Marilyn Mann	Created/Initiated - 9/23/2022
Darcy Ellis	Approved - 9/23/2022
Melissa Best-Baker	Approved - 9/23/2022
Keri Oney	Approved - 9/29/2022
Amy Shepherd	Approved - 10/5/2022
Marilyn Mann	Final Approval - 10/5/2022





# County of Inyo



## Water Department

### DEPARTMENTAL - NO ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Aaron Steinwand

**SUBJECT:** Inyo County/Los Angeles Standing Committee Meeting – October 13, 2022

---

**RECOMMENDED ACTION:**

Request Board provide direction to the County's Standing Committee representatives in advance of the meeting of the Inyo County/Los Angeles Standing Committee scheduled for October 13, 2022.

**SUMMARY/JUSTIFICATION:**

The next meeting of the Inyo County/Los Angeles Standing Committee will be hosted by Inyo County in person and via Zoom videoconference. Pursuant to Resolution 99-43 and the Long-Term Water Agreement, your Board sets policy for the County's representatives to the Standing Committee. The Water Department requests your Board provide direction to the County's Standing Committee representatives.

The Standing Committee agenda was in development at the time this agenda request was prepared. The draft agenda is attached, and a final agenda will be circulated when it is completed. It is expected that the Standing Committee will convene the meeting at the Independence Airport and conduct a tour including a stop near the town of Independence and another at the Blackrock Waterfowl Management Area (BWMA). At each site, there will be a brief presentation on the Water Agreement provisions related to groundwater pumping, irrigation, and mitigation, including recent activities and results of adaptive management implemented for the Blackrock project. Following the tour and lunch at the Courthouse, the meeting will reconvene in the Board of Supervisors' room. The afternoon portion of the agenda will include a report on runoff and operations and a report on Owens Valley conditions.

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

N/A

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

N/A

**OTHER AGENCY INVOLVEMENT:**

Los Angeles Department of Water and Power

**FINANCING:**

N/A

**ATTACHMENTS:**

1. Draft Oct. 13, 2022 Standing Committee Agenda

**APPROVALS:**

Aaron Steinwand	Created/Initiated - 9/29/2022
Darcy Ellis	Approved - 9/30/2022
Aaron Steinwand	Approved - 10/3/2022
Keri Oney	Approved - 10/4/2022
John Vallejo	Final Approval - 10/4/2022

# AGENDA

## INYO COUNTY/LOS ANGELES STANDING COMMITTEE

October 12, 2022, 9:30 a.m.

The meeting will convene at the Independence Airport for a field tour in the Independence area. Following a lunch break, the meeting will reconvene at the Inyo County Board of Supervisors Room - County Administrative Center, 224 North Edwards Independence, California

*The public will be offered the opportunity to comment on each agenda item prior to any action on the item by the Standing Committee or, in the absence of action, prior to the Committee moving to the next item on the agenda. The public will also be offered the opportunity to address the Committee on any matter within the Committee's jurisdiction prior to adjournment of the meeting.*

### **NOTICE TO THE PUBLIC**

*In order to minimize the spread of the COVID-19 virus, Governor Newsom has issued Executive Orders that temporarily suspend certain requirements of the Brown Act. The Standing Committee meeting will be conducted in person by Inyo County and LADWP representatives, but the public can also participate via videoconference during the afternoon portion of the meeting accessible at:*

<https://us02web.zoom.us/j/87502946574?pwd=a3lxcC9qRThwVm83NEIRdThkd1crUT09>

*Individuals will be asked to provide their name and an email address in order to access the videoconference. Anyone who does not want to provide their email address may use any generic, non-functioning address such as: [donotreply@inyocounty.us](mailto:donotreply@inyocounty.us) to gain access.*

*Anyone wishing to make either a general public comment or comment on a specific agenda item prior to the meeting, or as the item is being heard, may do so either in writing, or by utilizing the **"Raise hand" feature** when appropriate in the Zoom meeting. The meeting Chair will call on those who wish to speak. Individuals that phone into the Zoom meeting wishing to make a public comment may do so by pressing \*9 to **"Raise Hand"**. Written public comment, limited to **250 words or less**, may be emailed to [lpiper@inyocounty.us](mailto:lpiper@inyocounty.us). Your emailed comments may or may not be read aloud, but all comments will be made a part of the record. Please submit a separate email for each item that you wish to comment upon.*

1. Field Tour of sites located near Independence: see attached itinerary and map.
2. Public comment on issues not included as part of this agenda.
3. **Action Item:** Approval of documentation of actions from the May 12, 2022 meeting.
4. Runoff and operations update.
5. Report on Owens Valley conditions
6. Schedule for future Standing Committee meetings.

7. Adjourn.

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Join the October 13 2022 Standing Committee webinar:

Or One tap mobile :

US: +16694449171,,87502946574#,,,,\*513141# or +16699006833,,87502946574#,,,,\*513141#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 444 9171 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 929 205 6099 or +1 301 715 8592 or +1 309 205 3325 or +1 312 626 6799 or +1 386 347 5053 or +1 564 217 2000 or +1 646 931 3860

Webinar ID: 875 0294 6574

Passcode: 513141

International numbers available: <https://us02web.zoom.us/j/kdo1PRYCul>

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Itinerary for Item 1: Standing Committee field tour of sites located near Independence.

Activity	Time†
Convene meeting at Independence Airport	9:30
Introductions and Item 1: Standing Committee Tour	
Depart Independence airport for Stop 1	9:50
Arrive Stop 1	9:55
Item 2: Overview of Water Agreement and Independence Springfield	
Depart Stop 1	10:35
Arrive Blackrock Water Fowl Management Area	11:10
Item 3: Overview of Waggoner Unit	
Depart Stop 2	11:50
Arrive Inyo County Courthouse for lunch	12:20
Convene afternoon portion of the meeting beginning with public comment on Item 1.	1:20

†: Times are approximate.

\*\*\*Please note that we will be walking at some stops. Be prepared for easy physical activity outdoors. Bring appropriate outdoor clothing and water. **Carpooling is strongly encouraged to help minimize the number of cars at each stop.** Any questions about the nature of the tour can be directed to the Inyo County Water Department, 760-878-0001, or email [info@inyowater.org](mailto:info@inyowater.org).

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## **Standing Committee meeting protocols (Adopted May 11, 2011)**

The Inyo/Los Angeles Long-Term Water Agreement (LTWA) define the Standing Committee in Section II:

*As agreed by the parties, the Department representatives on the Standing Committee shall include at least one (1) member of the Los Angeles City Council, the Administrative Officer of the City of Los Angeles, two (2) members of the Board of Water and Power Commissioners, and three (3) staff members. The County representatives on the Standing Committee shall be at least one (1) member of the Inyo County Board of Supervisors, two (2) Inyo County Water Commissioners, and three (3) staff members.*

The LTWA further provides that:

*Regardless of the number of representatives from either party in attendance at a Standing Committee or Technical Group meeting, Inyo County shall have only one (1) vote, and Los Angeles shall have only one (1) vote.*

The Standing Committee adopts the following protocol for future Standing Committee meetings.

1. In order for the Standing Committee to take action at a meeting, representation at the meeting will consist of at least four representatives of Los Angeles, including one member of the Los Angeles City Council or Water and Power Commission, and four representatives of Inyo County, including one member of the Board of Supervisors.
2. A Chairperson from the hosting entity will be designated for each meeting.
3. In the event that an action item is on the meeting agenda, Los Angeles and Inyo County shall each designate one member to cast the single vote allotted to their entity at the onset of the meeting. The Chairperson may be so designated. Agenda items that the Standing Committee intends to take action on will be so designated on the meeting agenda.
4. If representation at a Standing Committee meeting is not sufficient for the Standing Committee to act, the Standing Committee members present may agree to convene the meeting for the purpose of hearing informational items.
5. Meeting agendas shall include any item within the jurisdiction of the Standing Committee that has been proposed by either party.
6. The public shall be given the opportunity to comment on any agenda item prior to an action being taken. The public will be given the opportunity to comment on any non-agendized issue within the jurisdiction of the Standing Committee prior to the conclusion of each scheduled meeting. At the discretion of the Chairperson, reports from staff or reopening of public comment may be permitted during deliberations.
7. The Chairperson may limit each public comment to a reasonable time period. The hosting entity will be responsible for monitoring time during public comment.
8. Any actions taken by the Standing Committee shall be described in an action item summary memorandum that is then transmitted to the Standing Committee at its next meeting for review and approval. This summary memorandum shall also indicate the Standing Committee members present at the meeting where actions were taken.
9. Standing Committee meetings shall be voice recorded by the host entity and a copy of the recording shall be provided to the guest entity.
10. (Added February 24, 2012) The Standing Committee may also receive comments/questions in written form from members of the public. Either party may choose to respond, however, when responding to a public comment/question, whether verbally or in writing, any statements made by either party may represent the perspective of that party or the individual making the response, but not the Standing Committee as a whole (unless specifically agreed to as such by the

Standing Committee). When either party responds in writing to public comment/question, that response will be concurrently provided to the other party.

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# County of Inyo

## Clerk of the Board

### DEPARTMENTAL - ACTION REQUIRED

**MEETING:** October 11, 2022

**FROM:** Assistant Clerk of the Board

**SUBJECT:** Approval of Board of Supervisors Meeting Minutes

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**RECOMMENDED ACTION:**

Request Board approve the minutes of the regular Board of Supervisors meeting of September 27, 2022.

**SUMMARY/JUSTIFICATION:**

The Board is required to keep minutes of its proceedings. Once the Board has approved the minutes as requested, the minutes will be made available to the public via the County's webpage, [www.inyocounty.us](http://www.inyocounty.us).

**BACKGROUND/HISTORY OF BOARD ACTIONS:**

N/A

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

**OTHER AGENCY INVOLVEMENT:**

N/A

**FINANCING:**

N/A

**ATTACHMENTS:**

**APPROVALS:**

Darcy Ellis  
Darcy Ellis

Created/Initiated - 10/3/2022  
Final Approval - 10/3/2022



Amy Shepherd  
Auditor- Controller  
ashepherd@inyocounty.us

(760) 878-0343  
(760) 872-2700  
(760) 876-5559  
FAX: (760) 878-0391

**COUNTY OF INYO**  
OFFICE OF THE AUDITOR-CONTROLLER  
P. O. Drawer R  
Independence, California 93526

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October 3, 2022

Honorable Board of Supervisors  
County of Inyo  
Independence, Calif. 93526

Honorable Board Members:

In Accordance with Section and 26920 of the Government Code and your orders of February 5, 1950 and January 3, 1956, an actual count of money in the hands of the Treasurer was made on this date. The count showed the funds to be in balance, pending written verification of inactive accounts.

Very Truly Yours,

Amy Shepherd  
Auditor-Controller

By:  \_\_\_\_\_, Deputy  
Marissa Silvas



**Commissioners**  
**Samantha Murray**, President  
La Jolla  
**Erika Zavaleta**, Vice President  
Santa Cruz  
**Jacque Hostler-Carmesin**, Member  
McKinleyville  
**Eric Sklar**, Member  
Saint Helena  
**Vacant**, Member

STATE OF CALIFORNIA  
Gavin Newsom, Governor

**Melissa Miller-Henson**  
**Executive Director**  
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(916) 653-4899  
[fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov)  
[www.fgc.ca.gov](http://www.fgc.ca.gov)

## Fish and Game Commission



*Wildlife Heritage and Conservation  
Since 1870*

### REVISED\* MEETING AGENDA October 12-13, 2022

#### Participate in Person

**North Tahoe Event Center  
8318 North Lake Boulevard  
Kings Beach, CA 96142**

#### Participate via Webinar/Teleconference

***The meeting will be live streamed; visit <http://www.fgc.ca.gov> the day of the meeting to watch or listen. To provide public comment during the meeting, please join at an in-person location, via Zoom, or by telephone; [click here](#) for instructions on how to join.***

Pursuant to California Government Code Section 11133, the California Fish and Game Commission is conducting this meeting by webinar/teleconference in addition to the in-person location. Commission members may participate remotely. The public may provide public comment during the public comment periods and otherwise observe remotely, consistent with the Bagley-Keene Open Meeting Act.

**\* This agenda is revised to add item 23.**

**Note: See important meeting deadlines and procedures, including written public comment deadlines, starting on page 9. Unless otherwise indicated, the California Department of Fish and Wildlife is identified as Department.**

**Invitation: The Commission invites members of the public to join commissioners and staff for a field trip currently under development that will take place the afternoon of Wednesday, October 12. Details will be made available in advance of the Commission meeting. Members of the public are welcome to join but must provide their own transportation.**

**Day 1 – October 12, 2022, 9:00 AM**

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#### **CALL TO ORDER/ROLL CALL TO ESTABLISH QUORUM**

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- 1. Consider approving agenda and order of items**

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## DISCUSSION AND ACTION ITEMS

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### 2. **Western Joshua tree**

Consider the petition, the Department's status review report, and comments received to determine whether listing western Joshua tree (*Yucca brevifolia*) as threatened under CESA is warranted.

(Pursuant to sections 2075 and 2075.5, Fish and Game Code)

Note: Pursuant to Fish and Game Code Section 2075.5, the Commission, at its June 15-16, 2022 meeting, took public comment, closed the public hearing and administrative record for this item, and subsequently reopened the record for the limited issue of seeking further input from tribal nations. The Commission is not expected to take any further comment other than from tribal governments.

Note: Findings will be adopted at a future meeting.

### 3. **Clear Lake hitch**

Discuss ongoing conservation actions, current status, and tribal engagement to address Clear Lake hitch conservation efforts.

### 4. **30x30 Initiative**

Update on the California Natural Resources Agency's 30x30 initiative to conserve 30 percent of California's lands and coastal waters by the year 2030.

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## CONSENT ITEMS

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Note: Items on the consent calendar are expected to be routine and non-controversial. After public comment, the Commission will consider approving items on the consent calendar in a single vote without discussion. The presiding commissioner may choose to remove any item from the consent calendar and allow a separate discussion and potential action on that item in response to a request by a Commission member, staff, or an interested person.

### 5. **Pacific leatherback sea turtle**

Consider ratifying findings for the decision to list Pacific leatherback sea turtle (*Dermochelys coriacea*) as endangered under the California Endangered Species Act (CESA).

(Pursuant to Section 2075.5, Fish and Game Code)

### 6. **Pink (ocean) shrimp fishery management plan implementing regulations**

Consider approving sufficiently-related changes to the regulations adopted by the Commission on June 15, 2022 for prawn or shrimp commercial trawling regulations that implement the *Pink (Ocean) Shrimp, Pandalus jordani, Fishery Management Plan*.

(Add sections 56.00 and 56.01 and amend sections 120, 120.1 and 705, Title 14, CCR)

### 7. **Wild trout waters**

Receive Department recommendation and consider adopting proposed amendments to the Commission Designated Wild Trout Waters Policy.

(Pursuant to Section 1727, Fish and Game Code)

### 8. **Southern California steelhead**

Consider approving the Department's request for a six-month extension to deliver the one-year status review report on the petition to list southern California steelhead (*Oncorhynchus mykiss*) as endangered under CESA.

(Pursuant to Section 2074.6, Fish and Game Code)

**9. Shasta snow-wreath**

Consider ratifying findings for the decision to list Shasta snow-wreath (*Neviusia cliftonii*) as endangered under CESA.

(Pursuant to Section 2075.5, Fish and Game Code)

***Staff will recommend this item be continued to a future meeting.***

**10. Conditional take of southern California steelhead**

Consider adopting a 90-day extension of emergency regulations to allow take of southern California steelhead (*Oncorhynchus mykiss*) under certain circumstances.

(Pursuant to sections 399 and 2084, Fish and Game Code)

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**GENERAL PUBLIC COMMENT**

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**11. General public comment for items not on the agenda**

Receive public comment regarding topics within the Commission’s authority that are not included on the agenda.

Note: The Commission may not discuss or take action on any matter raised during this item, except to decide whether to place the matter on the agenda of a future meeting (sections 11125 and 11125.7(a), California Government Code).

**Day 2 – October 13, 2022, 8:30 AM**

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**GENERAL PUBLIC COMMENT**

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**12. General public comment for items not on the agenda**

Receive public comment regarding topics within the Commission’s authority that are not included on the agenda.

Note: The Commission may not discuss or take action on any matter raised during this item, except to decide whether to place the matter on the agenda of a future meeting (sections 11125 and 11125.7(a), California Government Code).

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**DISCUSSION AND ACTION ITEMS**

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**13. Commission executive director and Department reports**

Receive updates on items of note since the previous Commission meeting.

(A) ***Commission executive director’s report***

I. Justice, equity, diversity and inclusion plan

II. Resolution recognizing National Disability Employment Awareness Month

(B) ***Department director and Law Enforcement Division***

**14. Electronic display of licenses via mobile application**

Consider authorizing publication of notice of intent to amend regulations to implement Assembly Bill 817 (Chapter 607, Statutes of 2021) to enable the Department to accept electronic display of licenses on a Department mobile application.

(Amend Section 700.4, Title 14, CCR)

- 15. Experimental fishing permit (EFP) application**  
 Receive, consider, and potentially act on an application submitted by Johnathan Hillstrand, the Department's recommendations, and comments received for an EFP to test the feasibility of capturing king crab and other deepwater crab species using crab pots (traps).  
 (Pursuant to Section 91, Title 14, CCR)
- 16. Recreational hoop net regulations**  
 Discuss and consider adopting emergency regulations to amend and clarify hoop net regulations in order to minimize entanglement risk of federally-protected species and to expand the current identification requirement in effect south of Pt. Arguello, Santa Barbara County, to apply statewide.  
 (Amend subsection 29.80(b), Title 14, CCR)
- 17. Recreational fishing regulations for federal groundfish and associated species**  
 Discuss proposed changes to (a) recreational regulations for federal groundfish for consistency with federal rules in 2023 and 2024, and (b) recreational seasons, bag and depth limits for associated species.  
 (Amend sections 1.91, 27.20, 27.25, 27.30, 27.35, 27.40, 27.45, 27.50, 27.51, 28.26, 28.27, 28.28, 28.29, 28.47, 28.48, 28.49, 28.54, 28.55, 28.56, 28.58, 28.65, and 28.90, Title 14, CCR)
- 18. Commercial kelp and other aquatic plants**  
 Consider approving sufficiently-related changes to the regulations adopted by the Commission on February 16, 2022 for commercial harvest of kelp and other aquatic plants.  
 (Amend sections 165 and 165.5 and add Section 705.1, Title 14, CCR)
- 19. Regulation change petitions**
- (A) ***New petition***  
 Receive new petitions for regulation change.  
 (Pursuant to Section 662, Title 14, CCR)  
*Consideration of whether to grant, deny, or refer petitions for additional review is expected to be scheduled for the December 14-15, 2022 meeting.*
- (B) ***Previously received petitions***  
 Consider whether to grant, deny, or refer for additional review, petitions for regulation change received at previous meetings. Petitions granted today will be added to the Commission's rulemaking calendar for development and future consideration.  
 (Pursuant to Section 662, Title 14, CCR)
- I. *Petition 2021-018*: Request to establish a DFW-implemented permit system to allow the take of barred owls for management purposes.
- II. *Petition 2022-06*: Request to rename the currently-designated Casino Point State Marine Conservation Area (SMCA) to the Dr. Bill Bushing SMCA at Casino Point.
- III. *Petition 2022-10*: Request to authorize air guns as a method of take for deer.
- IV. *Petition 2022-11*: Request to modify recreational Dungeness crab regulations related to fishery start times, crab trap stamps, and best practices for trap buoy rigging.

- V. *Petition 2022-12*: Request to establish a slot limit for recreational take of striped bass in marine waters.
- VI. *Petition 2022-13*: Request to modify methods of take and bag and possession limits for trout at Willow Creek, upstream from the confluence of West Fork of Carson River (Alpine Co.).

**20. Non-regulatory requests from previous meetings**

Consider and potentially act on requests for non-regulatory action received from members of the public at previous meetings.

**21. Committee and Department reports**

Receive updates on items of note since the previous Commission meeting from Commission committees and Department divisions.

(A) ***Marine Resources Committee***

Discuss referred topics and consider revisions to topics and timing. Consider approving draft agenda topics for the next committee meeting on November 17, 2022.

(B) ***Department Marine Region***

(C) ***Tribal Committee***

Discuss referred topics and consider revisions to topics and timing. Consider approving draft agenda topics for the next committee meeting on December 13, 2022.

(D) ***Wildlife Resources Committee***

Receive summary and consider approving recommendations from the September 15, 2022 committee meeting. Discuss referred topics and consider revisions to topics and timing.

(E) ***Department Wildlife and Fisheries Division, and Department Ecosystem Conservation Division***

**22. Commission administrative items**

(A) ***Legislation and other agency regulations***

(B) ***Rulemaking timetable updates***

(C) ***Discuss and consider adopting changes to 2023 meeting dates and locations***

(D) ***Future meeting agenda items***

**23. Items of interest from previous meetings**

These items are generally updates on agenda topics recently heard before the Commission.

(A) ***Wild Pig in California Forum held September 22, 2022***

Adjourn



## EXECUTIVE SESSION

(Not Open to Public)

At a convenient time during the regular agenda of the meeting listed above, the Commission will recess from the public portion of the agenda and conduct a closed session on the agenda items below. The Commission is authorized to discuss these matters in a closed session pursuant to Government Code Section 11126, subdivisions (a)(1), (c)(3), and (e)(1), and Fish and Game Code Section 309. After closed session, the Commission will reconvene in public session, which may include announcements about actions taken during closed session.

- (A) Pending litigation to which the Commission is a Party
  - I. Almond Alliance of California et al. v. California Fish and Game Commission and California Department of Fish and Wildlife (bumble bees California Endangered Species Act determination)
  - II. The Ballona Wetlands Land Trust v. California Fish and Game Commission (Ballona Wetlands Ecological Reserve petition for regulation change)
  - III. Fall River Conservancy and California Trout v. California Fish and Game Commission and California Department of Fish and Wildlife (California Environmental Quality Act determination regarding amendments to inland trout regulations)
  - IV. United Water Conservation District v. California Fish and Game Commission (southern California steelhead “may be warranted” determination under the California Endangered Species Act and regulation authorizing limited take under Fish and Game Code Section 2084)
- (B) Possible litigation involving the Commission
- (C) Staffing
- (D) Deliberation and action on license and permit items

## California Fish and Game Commission Meeting Schedule

**Note: As meeting dates and locations can change, please visit [www.fgc.ca.gov](http://www.fgc.ca.gov) for the most current list of meeting dates and locations. All Commission meetings will include a webinar/teleconference option for attendance and every effort will be made to ensure that committee meetings include the same.**

Meeting Date	Commission Meeting	Committee Meeting
November 1	Teleconference	
November 17		<b>Marine Resources</b> Handlery Hotel San Diego (Pending) 950 Hotel Circle North San Diego, CA 92108
December 13		<b>Tribal</b> San Diego area
December 14-15	Handlery Hotel San Diego (Pending) 950 Hotel Circle North San Diego, CA 92108	
January 12		<b>Wildlife Resources</b> Los Angeles area
February 8-9	Sacramento	
March 16		<b>Marine Resources</b> Monterey/Santa Cruz area
April 18		<b>Tribal</b> Fresno or Bakersfield area
April 19-20	Fresno or Bakersfield area	
May 17	Teleconference	
May 17		<b>Wildlife Resources</b>
June 14-15	TBD	
July 20		<b>Marine Resources</b> Sonoma/SF Bay area
August 15		<b>Tribal</b> Smith River area/north coast
August 16-17	Smith River area/north coast	
September 21		<b>Wildlife Resources</b> Chico area

<b>Meeting Date</b>	<b>Commission Meeting</b>	<b>Committee Meeting</b>
October 11-12	San Jose area	
November 16		<b>Marine Resources</b> San Diego area
December 12		<b>Tribal</b> San Diego area
December 13-14	San Diego area	

## **Other Meetings of Interest**

### **Association of Fish and Wildlife Agencies**

- September 23-27; 2023 – Calgary, Alberta, Canada

### **Pacific Fishery Management Council**

- November 2-8, 2022 – Orange County, CA
- March 2023 – Seattle, WA
- April 2023 – Foster City, CA
- June 2023 – Vancouver, WA
- September 2023 – Spokane, WA
- November 2023 – Garden Grove, CA

### **Pacific Flyway Council**

- February 2023 – Location TBD
- August 2023 – Location TBD

### **Western Association of Fish and Wildlife Agencies**

- Jan 4-10, 2023 – Santa Ana Pueblo, NM
- July 9-14, 2023 – Santa Fe, NM

### **Wildlife Conservation Board**

- November 17, 2022 – Sacramento, CA
- February 2023 – Sacramento, CA
- May 2023 – Sacramento, CA
- August 2023 – Sacramento, CA
- November 2023 – Sacramento, CA

## Important Commission Meeting Procedures Information

### Welcome to a Meeting of the California Fish and Game Commission

This year marks the 153rd year of operation of the Commission in partnership with the California Department of Fish and Wildlife. Our goal is the preservation of our heritage and conservation of our natural resources through informed decision making; Commission meetings are vital in achieving that goal and we provide this information to be as effective and efficient toward that end. Welcome, and please let us know if you have any questions.

### Persons with Disabilities

Persons with disabilities needing reasonable accommodation to participate in public meetings or other Commission activities are invited to contact the Department's Equal Employment Opportunity (EEO) Office at [EEO@wildlife.ca.gov](mailto:EEO@wildlife.ca.gov). Accommodation requests for facility and/or meeting accessibility and requests for American Sign Language interpreters should be submitted at least two weeks prior to the event. Requests for real-time captioners should be submitted at least four weeks prior to the event. These timeframes are to help ensure that the requested accommodation is met. If a request for an accommodation has been submitted but is no longer needed, please contact the EEO Office immediately.

### Stay Informed

To receive meeting agendas and regulatory notices about those subjects of interest to you, visit the Commission's website, [www.fgc.ca.gov](http://www.fgc.ca.gov), to sign up on our electronic mailing lists.

### Submitting Written Comments

The public is encouraged to comment on any agenda item. Submit written comments by one of the following methods: E-mail to [fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov); mail to California Fish and Game Commission, P.O. Box 944209, Sacramento, CA 94244-2090; deliver to California Fish and Game Commission, 715 P Street, 16<sup>th</sup> Floor, Sacramento, CA 95814 (you must call at least one business day in advance to arrange delivery). Materials provided to the Commission may be made available to the general public.

### Comment Deadlines

The **Comment Deadline** for this meeting is **5:00 p.m. on September 29, 2022**. Written comments received at the Commission office by this deadline will be made available to Commissioners prior to the meeting.

The **Supplemental Comment Deadline** for this meeting is **noon on October 7, 2022**. Comments received by this deadline will be made available to Commissioners at the meeting.

Written comments will not be accepted after the supplemental comment deadline.

### Petitions for Regulation Change

Any person requesting that the Commission adopt, amend, or repeal a regulation must complete and submit form FGC 1, *Petition to the California Fish and Game Commission for Regulation Change* (as required by Section 662, Title 14, CCR), available at <https://fgc.ca.gov/Regulations/Petition-for-Regulation-Change>. To be received by the Commission at this meeting, petition forms must be delivered by the **Supplemental Comment Deadline** (or delivered in person at the meeting during the regulation change petitions agenda item). Petitions received at this meeting will be scheduled for consideration at the next

regularly scheduled business meeting, unless the petition is rejected under staff review pursuant to subsection 662(b), Title 14, CCR.

### **Non-Regulatory Requests**

All non-regulatory requests will follow a two-meeting cycle to ensure proper review and thorough consideration of each item. All requests submitted by the **Supplemental Comment Deadline** (or heard during general public comment at the meeting) will be scheduled for receipt at this meeting and scheduled for consideration at the next regularly scheduled business meeting.

### **Speaking at the Meeting**

**To speak on an agenda item in-person**, please complete a “speaker card” and provide it to the designated staff member before the agenda item is announced. Please complete one speaker card per item. Cards will be available near the entrance of the meeting room.

**To speak on an agenda item by webinar/teleconference**, please “raise” your hand either through the Zoom function or by pressing \*9 once on your phone when prompted at the beginning of the agenda item.

1. In-person speakers will be identified in groups; please line up when your name is called. Speakers by webinar/teleconference will be identified by your Zoom display name or last three digits of your phone number; please pay attention to when your name or number is called.
2. When addressing the Commission, please give your name and the name of any organization you represent, and provide your comments on the item under consideration.
3. If there are several speakers with the same concerns, please appoint a spokesperson and avoid repetitive testimony.
4. The presiding commissioner will allot between one and three minutes per speaker per agenda item, subject to the following exceptions:
  - a. The presiding commissioner may allow up to five minutes to an individual speaker if a minimum of three individuals who are present when the agenda item is called have ceded their time to the designated spokesperson, and the individuals ceding time forfeit their right to speak to the agenda item.
  - b. In-person participants ceding their time shall complete a speaker card and approach the staff table with the spokesperson so that staff may confirm the presence of those ceding their time. If you are participating via Zoom and ceding your time to another speaker, please notify the Commission at [fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov) prior to the start of the agenda item, including to whom you are ceding your time, and be present on Zoom during the agenda item.
  - c. Individuals may receive advance approval for additional time to speak if requests for additional time to speak are received by email or delivery to the Commission office by the **Supplemental Comment Deadline**. The president or designee will approve or deny the request no later than 5:00 p.m. two days prior to the meeting.
  - d. An individual requiring an interpreter is entitled to at least twice the allotted time pursuant to Government Code Section 11125.7(c).
  - e. An individual may receive additional time to speak to an agenda item at the request of any commissioner.

***Agenda items may be heard in any order and on either day pursuant to the discretion of the presiding commissioner.***

**Visual Presentations/Materials**

All electronic presentations must be submitted by the ***Supplemental Comment Deadline*** and approved by the Commission executive director before the meeting.

1. Electronic presentations must be provided by email to [fgc@fgc.ca.gov](mailto:fgc@fgc.ca.gov). If the presentation file is too large to send via email, contact staff to identify an alternative method for submitting the file.
2. All electronic formats must be Windows PC compatible.
3. If presenting at the in-person meeting location, it is recommended that a print copy of any electronic presentation be submitted in case of technical difficulties.