



Tulare Local Healthcare District

Policy Name:	Conflict of Interest Code
Policy Number:	
Version Number:	004
Approved by Board on:	
Scheduled review date:	

1.0 Conflict of Interest Code

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that 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, the standard code 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 regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Tulare Local Healthcare District (District)**. Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008) All statements will be retained by the **District**.

Date	Version #	Description
4/24/2019	001	Initial Release
8/24/2022	002	Reviewed and Revised
7/24/2024	003	Reviewed and Revised
08/26/2026	004	Reviewed and Revised

APPENDIX A DESIGNATED POSITIONS

<u>Designated Position</u>	<u>Assigned Disclosure Categories</u>
Executive Director (Evolutions)	1
Construction Manager	4b
Administrative Director	1
Director of Operations	1
Assistant Controller	2
Facilities Director (Evolutions)	4b
Member Experience Manager (Evolutions)	4b
Fitness Manager (Evolutions)	4b
Legal Counsel	1
Consultants/New Positions	*

Note: The position of Legal Counsel is filled by an outside consultant but acts in a staff capacity.

*Consultants/new positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The CEO may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The CEO’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.)

The following positions are NOT covered by the conflict-of-interest code because they must file under Government Code Section 87200 and, therefore, are listed for informational purposes only:

Members of the Board of Directors
Chief Executive Officer (CEO)
Director of Finance/Treasurer/Controller

An individual 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 Government Code Section 87200.

APPENDIX B

DISCLOSURE CATEGORIES

Designated persons in the following categories must disclose:

1. **Full Disclosure:** All interests in real property located entirely or partly within this Agency's jurisdiction or boundaries, or within two miles of this Agency's jurisdiction or boundaries or of any land owned or used by this Agency. Such interests include any leasehold, ownership interest or option to acquire such interest in real property. All investments, business positions, ownership and sources of income, including gifts, loans and travel payments.
2. **Full Disclosure (excluding interests in real property):** All investments, business positions, ownership and sources of income, including gifts, loans and travel payments.
3. **Interests in Real Property (only):** All interests in real property located entirely or partly within this Agency's jurisdiction or boundaries, or within two miles of this Agency's jurisdiction or boundaries or of any land owned or used by this Agency. Such interests include any leasehold, ownership interest or option to acquire such interest in real property.
4. **General Contracting (two options):**
 - a. All investments, business positions, ownership and sources of income, including gifts, loans and travel payments, from sources that provide, or have provided in the last two years, leased facilities, goods, supplies, materials, equipment, vehicles, machinery, services, or the like, including training or consulting services, of the type utilized by the Agency. *(Intended for employees whose duties and decisions involve contracting and purchasing for the entire Agency.)*
 - b. All investments, business positions, ownership and sources of income, including gifts, loans and travel payments, from sources that provide, or have provided in the last two years, leased facilities, goods, supplies, materials, equipment, vehicles, machinery, services, or the like, including training or consulting services, of the type utilized by the employee's department or area of authority. *(Intended for employees whose duties and decisions involve contracting and purchasing for a specific department or area of authority.)*
5. **Regulatory, Permit or Licensing Duties (two options):**
 - a. All investments, business positions, ownership and sources of income, including gifts, loans and travel payments, from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before this Agency. *(Intended for employees of agencies that license or regulate.)*
 - b. All investments, business positions and income, including gifts, loans and travel payments, from sources that either contract to provide education or training required by the this Agency to qualify for or maintain a license, or entities that provide education or training services which courses or curricula are approved by this Agency. *(Intended for employees of agencies that license occupations or approve classes or curricula to obtain or maintain any occupational license.)*

6. **Grant/Service Providers/Agencies that Oversee Programs (two options):**

- a. All investments, business positions, ownership and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through this Agency. *(Intended for employees whose duties and decisions involve awards of monies or grants to organizations or individuals.)*
- b. All investments, business positions, ownership and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons. *(Intended for employees who also approves programs for rehabilitative services.)*