

Conflict of Interest Code
of the

FIRE DEPARTMENT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

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

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

FIRE DEPARTMENT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Los Angeles County Fire Department employee, any representative or association of such employee; and business positions or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee's spouse or other financial dependent.

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EXHIBIT "A" (Cont'd)

CATEGORY 6

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from any person or business entities that:

- A. Are subject to inspection by the County of Los Angeles Fire Department.
- B. Handle, store, process, or dispose of hazardous material and chemicals within the County of Los Angeles.
- C. Which have submitted building plans for plan checking for fire code compliance or for issuance of permits within the last twelve months or where a plan check or permit is pending with County of Los Angeles Fire Department.
- D. Which provide consulting services concerning fire protection systems within the County of Los Angeles.

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EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Fire Chief	1, 2, 3
Assistant Chief, Health Hazardous Materials Division	1, 2, 3
Assistant Fire Chief (Fire Prevention Division aka Fire Marshall)	1, 2, 3
Chief, Health Hazardous Materials, Fire	1, 2, 3
Chief Deputy, Business Operations	1, 2, 3
Chief Deputy, Emergency Operations	1, 2, 3
Chief of Staff	1, 2, 3
Deputy Fire Chief, Business Operations	1, 2, 3
Deputy Fire Chief, Emergency Operations	1, 2, 3
Assistant Chief, Financial Management	2, 3
Departmental Finance Manager III	2, 3
Administrative Services Division Manager (Construction & Maintenance)	1, 4
Building Crafts Superintendent I (Construction & Maintenance)	1, 4
Building Crafts Superintendent II (Construction & Maintenance)	1, 4
Department Facilities Planner II (Construction & Maintenance)	1, 4
Principal Facilities Planning Assistant (Construction & Maintenance)	1, 4
Principal Facilities Project Manager (Construction & Maintenance)	1, 4
Assistant Fire Chief (Training Services Section)	4, 5
Battalion Chief (Training Services Section)	4, 5
Fire Captain (Recruitment)	4, 5

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EXHIBIT "B" (Cont'd)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Fire Captain (Training Services Section)	4, 5
Head Compliance Officer	4, 5
Battalion Chief (Employee Services Section)	4, 6
Fire Captain (Public Information Officer)	4, 6
Inspectors (Public Information Office)	4, 6
Apparatus Specification Committee Members ¹	4
Equipment Development Committee Members ¹	4
Administrative Services Manager I (Contracts)	4
Administrative Services Manager II (Contracts)	4
Administrative Services Manager II (Grants and Cooperative Agreements)	4
Administrative Services Manager II (Risk Management)	4
Administrative Services Manager III (Executive Support Division)	4
Administrative Services Manager III (Grants and Cooperative Agreements)	4
Administrative Services Manager III (Organizational Development)	4
Administrative Services Manager III (Risk Management)	4
Assistant Chief, Lifeguard Services, Fire	4
Assistant Chief, Fire Fleet Services	4
Assistant Fire Chief (Air & Wildland Division)	4
Assistant Fire Chief (Command & Control Division)	4

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EXHIBIT "B" (Cont'd)

Designated Positions

Disclosure Categories

Assistant Supply Officer II	4
Battalion Chief, Air Operations	4
Battalion Chief (Emergency Medical Services)	4
Battalion Chief (Equipment Development Committee)	4
Battalion Chief (Technical Operations Section)	4
Building Complex Manager, II (Construction & Maintenance)	4
Chief, Fire Fleet Services	4
Chief, Forestry Division	4
Chief, Helicopter Maintenance	4
Chief, Lifeguard Services, Fire	4
Chief, Materials Management, Fire	4
Departmental Chief Information Officer I	4
Department Information Security Officer II (Information Management Division)	4
Facilities Project Manager I (Construction & Maintenance)	4
Facilities Project Manager II (Construction & Maintenance)	4
Geographic Information Systems Manager II	4
Head, Planning & Executive Support, Fire	4
Information Technology Manager I	4
Information Technology Supervisor	4
Management Analyst (Contracts)	4
Physician Specialist, Emergency Medicine	4

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EXHIBIT "B" (Cont'd)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Power Equipment Specification Writer, Fleet	4
Principal Application Developer	4
Principal Network Systems Administrator	4
Procurement Aid	4
Procurement Assistant I	4
Procurement Assistant II	4
Procurement Assistant III	4
Senior Information Systems Analyst	4
Senior Operating Systems Analyst	4
Senior Network Systems Administrator	4
Supervising Fire Fighting Construction/Equip. Operator	4
Supply Officer II	4
Administrative Services Manager I (PPS)	5
Administrative Services Manager III (Employee Relations Division)	5
Battalion Chief (Background Investigator-Human Resources Division)	5
Battalion Chief (Professional Performance Section)	5
Compliance Auditor	5
Departmental Civil Service Representative	5
Departmental Human Resources Manager III	5
Fire Captain (Background Investigator-Human Resources Division)	5
Head Departmental Civil Service Representative	5

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EXHIBIT "B" (Cont'd)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Senior Departmental Employee Relations Representative	5
Battalion Chief (Prevention Division)	6
Fire Captain (Prevention Division)	6
Fire Prevention Engineering Assistant I	6
Fire Prevention Engineering Assistant II	6
Hazardous Materials Specialist II	6
Hazardous Materials Specialist III	6
Inspectors (Prevention Division)	6
Senior Civil Engineer	6
Supervising Fire Prevention Engineering Assistant	6
Supervising Hazardous Materials Specialist	6
Consultants/ New Positions*	

¹ Committee Members are comprised of the following positions: Fire Captain, Fire Fighter Specialist, Fire Fighter, and Equipment Maintenance Supervisor. Committee Members who are included in other categories of Designated Positions shall comply with the Disclosure Categories for such other Designated Positions as well as the assigned disclosure shown. Members who are not included in any other category of Designated Positions shall comply with the Disclosure Category shown.

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Fire Chief or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Fire Chief or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Section 81008.)

Individuals who perform under contract the identical duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

EFFECTIVE DATE: 02/13/2019