

Conflict of Interest Code  
of the

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –  
PROPOSITION 10 COMMISSION  
(Aka First 5-LA)**

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 interests 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 Board of Commissioners, Alternate Commissioners, Ex-Officio Representatives and the Executive Director and forward the originals of such statements 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).

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –  
PROPOSITION 10 COMMISSION  
(Aka First 5-LA)**

**EXHIBIT “A”**

**CATEGORY 1**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from any entities that provide services of the type, which are eligible to receive Proposition 10 funding.

**CATEGORY 2**

Persons in this category shall disclose all interests 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 3**

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 position assigned to this disclosure category.

**CATEGORY 4**

Persons in this category shall disclose all income from any Proposition 10 employee, any represented 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 or his/her spouse or other financial dependent.

**CATEGORY 5**

Individuals who perform under contract the 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.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendations or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnotes in Exhibit “B” for clarification)

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –  
PROPOSITION 10 COMMISSION  
(Aka First 5-LA)**

**EXHIBIT “B”**

<b><u>Designated Position</u></b>	<b><u>Disclosure Categories</u></b>
Board of Commissioners & Alternates	1, 2, 3, 4
Communications Coordinators	1, 3
Consultants/New Positions*	5
Director of Communities	1, 3
Director of Community Relations	1, 3
Director of Contract Administration and Purchasing	1, 3, 4
Director of Early Care Education	1, 3
Director of Finance	1, 2, 3
Director of Communications	1, 3, 4
Director of Family Supports	1, 3
Director of Health Systems	1, 3
Director of Human Resources and Talent Management	1, 3, 4
Director of Information Technology	3
Director of Integration and Learning	1, 3
Director of Measurement, Learning & Evaluation	1, 3
Director of Public Policy and Governmental Affairs	1, 3
Director of Strategic Partnerships	1, 3
Executive Director	1, 2, 3, 4
Executive Assistant/Secretary to the Board	3
Executive Vice President	1, 2, 3, 4
Ex-Officio Representatives	1, 2, 3, 4
Finance Manager	1, 3

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –  
PROPOSITION 10 COMMISSION  
(Aka First 5-LA)**

**EXHIBIT “B” (Cont’d)**

<b><u>Designated Position</u></b>	<b><u>Disclosure Categories</u></b>
Human Resources Manager	3, 4
IT Project Manager	3
Legal Counsel	1, 2, 3, 4
Senior Director of Administration	1, 2, 3, 4
Vice President of Integration & Learning	1, 2, 3, 4
Vice President of Policy and Strategy	1, 2, 3, 4
Vice President of Programs	1, 2, 3, 4

\* 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 Executive Director 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 Executive Director 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.)

**EFFECTIVE DATE: 09-13-2017**