

Conflict of Interest Code  
Of the

**PUBLIC HEALTH, DEPARTMENT OF**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,

Section18730) 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 Department Head and forward the original 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).

## **PUBLIC HEALTH DEPARTMENT OF**

### **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 property used primarily as their residence or for personal recreational purposes.

#### **CATEGORY 2**

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

#### **CATEGORY 3**

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

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including loans, gifts, 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**

Individuals, who perform under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest 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 determined by the executive officer (or head) of the agency.

## **PUBLIC HEALTH DEPARTMENT OF**

### **Exhibit "A" (Continued)**

#### CATEGORY 6

Designated persons in this category must disclose all interests in real property within the geographical area covered by the designated person's job assignment (i) that is of a type that is inspected, regulated, licensed, or permitted by, or requires a certificate from, the program unit of the Department of Public Health in which the designated person holds his or her position, or (ii) upon which a business operates that manufacturers, provides or sells services and/or supplies with the job assignment of the designated person.

Real property shall be deemed to be within the "geographical area covered by the designated person's job assignment" if the real property or any part of it is located within that geographical area or not more than two miles outside the boundaries of that geographical area.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

#### CATEGORY 7

Designated persons in this category must disclose investments, business positions, and sources of income (including loans, gifts, and travel payments) in businesses operated for profit and non-profit that either (i) are inspected, regulated, licensed, or permitted by, or require certificates from, the program unit of the Department of Public Health in which the designated person holds his or her position, or (ii) Department of Public Health and associated with the job of assignment of the designated person.

#### CATEGORY 8

Persons in this category shall disclose all business positions, investments in, or income (including loans, gifts, and travel payments), received from businesses that contract for services and/or supplies of a type utilized by or provided to the Department of Public Health and/or its clients, if the businesses are subject to administrative, programmatic, financial or operational audit and associated with the job assignment of the designated person.

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT “B”**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Accountant III	8
Administrative Assistant III (Division of HIV & Sexually Transmitted Disease Program)	2, 3
Administrative Assistant III (Substance Abuse Prevention and Control)	2, 3
Administrative Deputy, Public Health (Executive Manager, Health Services)	1, 2, 3
Administrative Services Division Manager	2, 3
Administrative Services Manager I (Contracts and Grants)	2, 3
Administrative Services Manager II	2, 3
Administrative Services Manager II (Contracts and Grants)	2, 3
Administrative Services Manager III (Contracts and Grants)	2, 3
Administrative Services Manager III (Human Resources)	2, 3
Administrator, Ambulatory Health Care Center (Director, Office of Women’s Health)	2, 3
Administrator, Specialized Health Programs	2, 3
Animal Sanitation Inspector	8
Area Administrator, Public Health	2, 3
Area Health Officer, Public Health	2, 3
Assistant Chief, Health Facilities Inspection Division	2, 3

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT "B"**

**Designated Positions**

**Disclosure Categories**

Assistant Nursing Director, Administration	2, 3
Assistant Nursing Director, Education	2, 3
Assistant Program Director, Drug Abuse, HS	2, 3
Assistant Program Director, Office Alcohol Programs, HS (Specialized Health Programs: Alcohol and Drug Program)	2, 3
Assistant Program Specialist, PHN (Division of HIV and Sexually Transmitted Disease Programs)	2, 3
Assistant Rehabilitation Center Manager	2, 3
Assistant Staff Analyst, Health (Bioterrorism Preparedness Focus B)	4
Assistant Staff Analyst, Health (Audit and Investigation Division)	8
Assistant Staff Analyst, Health (Division of HIV and Sexually Transmitted Disease Programs)	2, 3
Assistant Staff Analyst, Health (Materials Management)	4
Assistant Staff Analyst, Health (Specialized Health Programs: Bioterrorism Preparedness)	4
Assistant Staff Analyst (Substance Abuse Prevention and Control)	2, 3
Building Crafts Superintendent	4
Chief, Contract Monitoring Services, HS	1, 2, 3
Chief Deputy Director, Public Health	1, 2, 3
Chief, Environmental Health Specialist	2, 3

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT “B”**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Chief, Fiscal Services, Substances Abuse	4
Chief Health Facilities Inspection Division	1, 2, 3
Chief, Rehabilitation Center	2, 3
Chief Physician I (Director, STD Program)	2, 3
Chief Physician I (Director, TB)	2, 3
Chief Physician I (Specialized Health Programs: Children’s Medical Services)	2, 3
Chief Physician I (Division of HIV and Sexually Transmitted Disease Programs)	2, 3
Chief Physician II (Chief, Acute Communicable Disease Control Program)	2, 3
Chief Physician II (Director, Chronic Disease Prevention)	2, 3
Chief Physician II (Director, Health Assessment and Epidemiology)	2, 3
Chief Physician II (SPA Area Health Officers)	2, 3
Chief Physician III	2, 3
Chief, Public Health Administration	2, 3
Chief, Public Health Investigation	2, 3
Chief Research Analyst, Behavioral Science	2, 3
Chief, Vectorborne Disease Surveillance (Environmental Health Services)	2, 3

## PUBLIC HEALTH, DEPARTMENT OF

### EXHIBIT "B"

#### Designated Positions

#### Disclosure Categories

Clinical Chemist Supervisor I (Chemist Terrorism Laboratory Response Program, Public Health Laboratory)	4
Clinical Lab Scientist, Assistant Administrative Supervisor (Public Health Laboratory)	4
Clinical Lab Scientist, Assistant Administrative Supervisor (Bioterrorism Laboratory Response, Public Health Laboratory)	4
Clinical Microbiologist II (Chemical Terrorism Laboratory Response Team Public Health Laboratory)	4
Clinical Nursing Director I	4
Clinical Nursing Director II	2, 3
Contract Program Auditor (DHSP; SAPC)	8
Departmental Chief Information Officer II (Chief Information Officer, DPH)	4
Departmental Finance Manager III	2, 3
Departmental Human Resources Manager III	2, 3
Departmental Information Security Officer I (Chief Information Security Officer)	4
Director, District Environmental Services	2, 3
Director, Environmental Planning and Evaluation	2, 3
Director, Public Health (Director of Public Health & Health Officer)	1, 2, 3
Environmental Health Assistant Deputy	2, 3
Environmental Health Deputy	2, 3

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Environmental Health Services Manager	2, 3
Environmental Health Specialist I	6, 7
Environmental Health Specialist II	6, 7
Environmental Health Specialist III	6, 7
Environmental Health Specialist IV	6, 7
Environmental Health Staff Specialist	6, 7
Environmental Health Technician	6, 7
Environmental Health Training Coordinator	2, 3
Executive Assistant (DPH Board Liaison)	2, 3
Financial Specialist I (Contract Monitoring Division)	8
Financial Specialist II (Contract Monitoring Division)	8
Financial Specialist III (Contract Monitoring Division)	8
Financial Specialist IV (Contract Monitoring Division)	8
Fiscal Officer I (Division of HIV and Sexually Transmitted Disease Program)	8
Graphic Artist	4
Head Contract Program Auditor	2, 3
Head Management Services, Health Services	2, 3



**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT "B"**

**Designated Positions**

**Disclosure Categories**

Head, Occupational Health Services (Environmental Health Services)	2, 3
Head, Radiation Control (Environmental Health Services)	8
Head Staff Development Specialist (Specialized Health Programs: Bioterrorism Preparedness)	2, 3
Health Care Financial Analyst (Financial Management)	2, 3
Health Facilities Consultant, Dietetics and Food Services	2, 3
Health Facilities Consultant, Nursing	2, 3
Health Facilities Consultant, (Occupational Therapy)	2, 3
Health Facilities Consultant (Physical Therapy)	2, 3
Health Facilities Consultant, Pharmacy	2, 3
Health Facilities Evaluator I	1, 2, 3
Health Facilities Evaluator II	1, 2, 3
Health Facilities Evaluator III	1, 2, 3
Health Facilities Evaluator, Nursing	6, 7
Health Facilities Program Manager	2, 3
Hospital Materials Manager	4
Industrial Hygienist (Environmental Health Services)	6, 7
Information Systems Manager I	4

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Information Systems Supervisor I (OAD; STD; PH Lab)	4
Information Systems Supervisor II	2, 3
Information Systems Supervisor III	4
Management Analyst, (Contracts and Grants)	2, 3
Medical Radiation Physicist (Environmental Health Services)	4
Medical Technologists, Data Systems	4
Nurse Manager (Division of HIV and Sexually Transmitted Disease Program)	2, 3
Nursing Director, Administration	2, 3
Pharmacy Services Chief II	2, 3
Pharmacy Supervisor I	2, 3
Physician Specialist (Division of HIV and Sexually Transmitted Disease Program)	2, 3
Physician Specialist (Health Facilities Division)	2, 3
Physician Specialist, MD (Specialized Health Programs: Office of Women's Health)	2, 3
Principal Radiation Protection Specialist (Environmental Health Services)	6, 7
Principal Information Systems Analyst (Environmental Health Services)	4

## PUBLIC HEALTH, DEPARTMENT OF

### EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Program Director, Office of Alcohol Programs, HS (Specialized Health Programs: Alcohol and Drug Programs)	2, 3
Procurement Assistant II	4
Program Manager II (Program Manager, Black Infant Health, MCAH)	2, 3
Program Manager II (Division of HIV and Sexually Transmitted Disease Program)	2, 3
Programs Administrator, Health Services	2, 3
Program Specialist, PHN (Division of HIV and Sexually Transmitted Disease Program)	2, 3
Public Health Investigation Manager	6, 7
Public Health Laboratories Assistant Director	4
Public Health Laboratories Director	4
Public Health Microbiology Supervisor I (Supervisors of Laboratory Sections – Bacteriology/Parasitology, Sanitation/Milk & Waters, Molecular Diagnostics, Molecular Epidemiology, Mycobacteriology / Mycology, Virology, Serology, Viral Load, and Safety [PH Laboratory])	4
Public Health Microbiologist Supervisor II (Chemical Terrorism Laboratory Response Program, Public Health Laboratory; Laboratory Technical Supervisor)	4
Radiation Protection Specialist (Environmental Health Services)	6, 7
Rehabilitation Therapy Chief	4
Revenue Manager I (Specialized Health Programs: Children's Medical Services)	8
Revenue Manager II	8

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT “B”**

**Designated Positions**

**Disclosure Categories**

Senior Contract Program Auditor	2, 3
Senior Health Facilities Evaluator, Nursing	6, 7
Senior Health Services Fiscal Analyst (Division of HIV and Sexually Transmitted Disease Program)	8
Senior Information Systems Analyst (Acute Communicable Disease Control Program)	4
Senior Physician, M.D. (Bioterrorism Preparedness Focus B, Acute Communicable Disease Control Program)	4
Senior Physician, M.D. (Medical Director, Immunization Program)	2, 3
Senior Radiation Protection Specialist (Environmental Health Services)	6, 7
Senior Staff Analyst, Health (Acute Communicable Disease Control Program)	2, 3
Senior Staff Analyst, Health (Audit and Investigation Division)	2, 3
Senior Staff Analyst, Health (Children’s Health Outreach Initiatives)	2, 3
Senior Staff Analyst, Health (Communicable Disease Control and Prevention)	2, 3
Senior Staff Analyst, Health (Childhood Lead Poisoning Prevention Program)	2, 3
Senior Staff Analyst, Health (Division of HIV and Sexually Transmitted Disease Program)	2, 3
Senior Staff Analyst, Health (Substance Abuse Prevention and Control)	2, 3

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT “B”**

**Designated Positions**

**Disclosure Categories**

Senior Staff Analyst, Health (Tobacco Program)	2, 3
Staff Analyst, Health (Audit and Investigation Division)	4
Staff Analyst, Health (Contract Monitoring Division)	8
Staff Analyst, Health (Director, Administration – IS)	4
Staff Analyst, Health (Director of Operations, Immunization Program)	2, 3
Staff Analyst, Health (Specialized Health Programs: Office of Women’s Health)	2,3
Staff Analyst, Health (Substance Abuse Prevention and Control)	2, 3
Staff Analyst, Health (Specialized Health Programs: Bioterrorism Preparedness)	2, 3
Staff Analyst, Health (Specialized Health Programs: Children’s Health Outreach Initiative)	2, 3
Staff Analyst, Health (Specialized Health Programs: Children’s Medical Services)	2, 3
Staff Analyst, Health (Specialized Health Programs: Environmental Health Services)	4
Staff Analyst, Health (Division of HIV and Sexually Transmitted Disease Program)	2, 3
Staff Analyst, Health (Specialized Health Programs: Organizational Development & Training)	2, 3

**PUBLIC HEALTH, DEPARTMENT OF**

**EXHIBIT "B"**

**Designated Positions**

**Disclosure Categories**

Staff Development Specialist (Specialized Health Programs: Bioterrorism Preparedness)	2, 3
Supervising Administrative Assistant III (Facilities Support Division)	2, 3
Supervising Health Facilities Evaluator, Nursing	6, 7
Supervising Public Health Investigator	7
Supervisor, Contracts & Grants, HS	2, 3
Supply Officer I	4
Video Production Specialist (Specialized Health Programs: Bioterrorism Preparedness)	4
Consultant/New Positions*	5

**EFFECTIVE: 05/01/2013**

\*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 Department Head 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 Department Head 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.)