

## **CALIFORNIA JOINT POWERS INSURANCE AUTHORITY**

### **CONFLICT OF INTEREST CODE**

The Political Reform Act (Government Code Sections 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 **California Joint Powers Insurance Authority (Authority)**.

Individuals holding designated positions shall file their statements of economic interests with the **Authority**, which will make the statements available for public inspection and reproduction (Gov. Code Sec. 81008.). All statements will be retained by the **Authority**.

## APPENDIX A

### DESIGNATED POSITIONS

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
California JPIA Attorney	1 ,2, 3
Business Projects Manager	1, 2
Administrative Services Director	1, 2
Insurance Programs Manager	2, 3
Liability Program Manager	1, 2, 3
Claims and Insurance Director	1, 2, 3
Risk Services Director	1, 3
Senior Risk Manager	1, 3
Workers' Compensation Program Manager	1, 2, 3
Management Analyst	1, 2
Administrative Analyst	1, 2
Training Manager	1, 2
Training Coordinator	1, 2
Senior Training Specialist	1, 2
Agency Clerk	1, 2
Communications Director	1, 2
Employment Practices Manager	1, 2
Technology Project Manager	1, 2
Chief Operating Officer	1, 2, 3
Chief Administrative Officer	1, 2, 3
Assistant to the Chief Executive Officer	1, 2
Consultants & New Positions	*

\*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 Chief Executive Officer may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that are limited in scope and thus, is not required to comply fully with the disclosure requirements described 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 Chief Executive Officer'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.).

Officials Who Manage Public Investments:

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:

1. Executive Committee Members
2. Chief Executive Officer
3. Treasurer
4. Finance Director
5. Consultants who manage public investments

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**

#### Disclosure Category 1

Designated positions in this category must disclose investments and business positions in business entities, and sources of income (including receipt of gifts, loans and travel payments) if the business entity or source has, during the reporting period, filed a claim or has a claim pending before the Authority.

#### Disclosure Category 2

Designated positions in this category must disclose investments and business positions in business entities, and sources of income (including receipt of gifts, loans and travel payments) if the business entities or sources are of the type that contract with the Authority to provide products, services (including financial institutions), materials, supplies, or lease space to the Authority.

#### Disclosure Category 3

Designated positions in this category must disclose investments and business positions in business entities, and sources of income (including receipt of gifts, loans and travel payments) if the business entities or sources are insurance companies, carriers, holding companies, underwriters, lawyers, agents, solicitors, or brokers.

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## **CERTIFICATION OF FPPC APPROVAL**

Pursuant to Government Code Section 87303, the conflict of interest code for the  
was approved on .

This code will become effective on .

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Sukhi K. Brar

Assistant Chief Counsel

Fair Political Practices Commission