Attachment B –

Conflict of Interest Code Supporting Documents for:

La Mesa-Spring Valley School District



COSD CLERK OF THE BOARD
2025 SEP 5 AM9:46
4750 Date Avenue
La Mesa, CA 91942
619 668-5700
www.lmsvschools.org

September 4, 2025

Board of Supervisors 1600 Pacific Highway, Room 402 San Diego, CA 92101

Dear Members of the Board of Supervisors,

Please see the attached, updated Conflict of Interest Code for the La Mesa-Spring Valley School District for your approval.

Sincerely,

David Feliciano Superintendent

Status: ADOPTED

### Board Policy Manual La Mesa-Spring Valley School District

#### Exhibit 9270-E(1): Conflict Of Interest

Original Adopted Date: 09/02/2025 | Last Reviewed Date: 09/02/2025

### RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public \_agency in California, including each school District, to adopt a conflict of interest code; and

WHEREAS, the Governing Board of the La Mesa Spring Valley School <u>a</u> District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments is permitted to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's create its conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2CCR 18730, provides that incorporation incorporating by reference of the terms of that regulation, 2 CCR 18730, along with an agency

specific appendix designating positions and a list of District Officials to whom the code applies and disclosure categories shall constitute the adoption

and amendment of a conflict of interest code, in conformanceaccordance with Government Code 87300 and 87306; and

WHEREAS, the Governing Board of the La Mesa-Spring Valley-School District ("District") has previously adopted a local conflict of interest code in this manner; and

<u>WHEREAS</u>, the <u>District</u> has recently reviewed its <del>positions list of District Officials</del>, and <u>the duties of each-position</u>, and has determined that changes-to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREBORE THEREFORE BE IT RESOLVED that the , the La Mesa-Spring Valley School District

Governing Board of the District adopts the following Conflict of Interest Code, including itsthe accompanying Appendix of

| Designated Employees District Officials and Disclosure Categories-   |   |
|--|---|
| <u>and</u>   |   |
| E IT FURTHER RESOLVED, any earlier resolutions, bylaws, and/or appendices containing the District's conflict of interest code are hereby rescinded and superseded by this Resolution and appendix. |   |
| ASSED AND ADOPTED THISday of,, t a meeting, by the following vote:   | _ |
|  |   |
| YES:   |   |
| NOES:  |   |
| ABSENT:  |   |
|  |   |
| Attest:  |   |
| secretary to the<br>Board  |   |
|  |   |

#### Conflict of Interest Code

#### LA MESA-SPRING VALLEY SCHOOL DISTRICT

Incorporation by Reference ("Code") of FPPC Regulation 18730 (Cal. Code of Regs, tit. 2, §18730)the

La Mesa-Spring Valley School District ("District")

The Political Reform Act (Gov.PRA) (Government Code, § 81000, et seq.)-87505) requires state and local government agencies the District to adopt and promulgate Conflict of Interest codes. The Fair Political Practices Commission has adopted a regulation (Cal. Code of Regs., tit. 2, §18730) ("Section 18730"), which contains the terms of a standarda conflict of interest code. After public notice and hearing, it 2 CCR 18730 contains the terms of a conflict of interest code, which may be amended by the Fair Political Practices Commission (FPPC) to conform to amendments in the Political Reform Act.PRA. Therefore, the terms of Section 2 CCR 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, FPPC are hereby incorporated into the conflict of interest code of this agency by reference. This regulation Code and the attached Exhibits Appendix, designating officials and employees positions and establishing

economic disclosure categories, shall constitute the Conflict of Interest Code interest code of this agency.

#### Place of Filing of Statements of Economic Interests

| Allthe | District- | - officials - | and— | amployoos | roquired | to | submit.  |
|--------|-----------|---------------|------|-----------|----------|----|----------|
| Antile | District  | Officials     | and  | employees | required | to | Subinit. |

<u>District Officials</u>, defined as those positions listed herein, shall file a statement of economic interests Form 700 (also known as a "Form 700") shall file their statements with the agency head, or his or her designee Statement of Economic Interest) in accordance with the disclosure categories listed in the attached Exhibit A. Appendix. The agency Form 700 shall make and retain a copy of all statements be filed and statements filed by its Board Members and Superintendent shall be forwarded to the Executive Office of the Board of Supervisors of San Diego County if so required.

The District 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, with the District's filing officer and/or with the district's code reviewing body utilizing the prescribed filing system. The statements shall be available for public review and inspection and reproduction (Gov. Code, §81008).

## Exhibit "A" Designated Positions

#### **APPENDIX**

#### **Disclosure Categories**

#### Category 1

Persons in this category: A District Official designated "Category 1" shall disclose the following:

- •a. All interest<u>Interests</u> in real property within the jurisdiction of the District. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located entirely or partly within or not more than two miles outside the <u>District</u> boundaries of the jurisdiction, or within two miles of <u>district boundaries</u>, or 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; and <u>district</u>
- All investments and <u>Investments or</u> business positions and all<u>in or</u> income (including gifts, loans and travel payments)

#### Category 2

b. Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities thatsources which are engaged in the acquisition or disposal of real property within the District, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the District, or manufacture, provide or sell service and/or supplies, books, machinery, or equipment of athe type utilizedused by the department of designated position assigned to this disclosure category. District

#### Category 2: A District Official designated "Category 2" shall disclose the following:

- a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs
- b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs

For a principal in this category, the principal's department is the principal's entire school.

Category 3 (Applicable to positions that "manage public investments," as defined by Government Code 87200): A District Official designated "Category 3" shall disclose, in accordance with Government Code 87200-87210, the following:

- a. Interests in real property located entirely or partly within District boundaries, or within two miles of District boundaries, or of any land owned or used by the District
- b. Investments, business positions, and sources of income, including gifts, loans, and travel payments

#### **Designated Positions**

| District Officials   |        | Disclosure Category |
|--|--------|---------------------|
| Member, Board of Education                                     |        | 1                   |
| Superintendent   |        | 1                   |
| Deputy/Assistant Superintendent                                |        | <u> 12</u>          |
| Executive <del>Director, Educational Services</del> <u>Dir</u> | ectors | <u> 12</u>          |
| Executive Director, Educational Services                       | 1      |                     |

| Other Directors | 2 |
|-----------------|---|
|                 |   |

\*

<u>Disclosures for Consultants and those in new, undesignated positions shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:</u>

The Superintendent or his or her-designee mayshall annually determine in writing that, on a particular consultant or new position, although potentially a "designated position," is hired to perform a range of duties that is limited in scope or discretionary decision making and thus is not required to fully comply with disclosure requirements in this section. Such case-by-case basis, which District consultants, if any, shall constitute District Officials and who shall disclose financial interests. The Superintendent or designee's written determination shall include a description, of the consultant's duties and a statement of the extent of disclosure requirements. The Superintendent or his or her designee's determination is a based upon that description. All such determinations are public record and shall be retained for public inspection in the same manner and location as along with this conflict-of-interest code. (Gov. Code 81008.) interest code.

A consultant is an individual who, pursuant to a contract with the District, makes a governmental decision whether to: (2 CCR 18700.3)

- 1. Approve a rate, rule, or regulation
- 2. Adopt or enforce a law
- 3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
- 4. Authorize the District to enter into, modify, or renew a contract that requires district approval
- 5. Grant District approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
- 6. Grant District approval to a plan, design, report, study, or similar item
- 7. Adopt or grant District approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the District, serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in 2 CCR 18704 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's conflict of interest code. (2 CCR 18700.3)

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

| interested in the subject matter of the policy | <u>.</u>   |
|--|--|
| State  | Description  |
| 2 CCR 18110-18997                              | Regulations of the Fair Political Practices Commission   |
| 2 CCR 18438.1-18438.8                          | Campaign contribution-based conflicts of interest        |
| 2 CCR 18700-18760                              | Conflicts of Interest                                    |
| 2 CCR 18722-18740                              | <u>Disclosure of interests</u>                           |
| 2 CCR 18753-18756                              | Conflict of interest codes                               |
| 2 CCR 18940.2                                  | Gift limit amount  |
| Ed. Code 1006                                  | Prohibition against school district employees serving on |
|  | county board of education                                |
| Ed. Code 35107                                 | School district employees                                |
| Ed. Code 35230-35240                           | Corrupt practices  |
| Ed. Code 35233                                 | Prohibitions applicable to members of governing boards   |
| Ed. Code 41000-41003                           | Moneys received by school districts                      |
| Ed. Code 41015                                 | Investments  |
| Fam. Code 297.5                                | Rights, protections, and benefits of registered domestic |
|  | partners   |
| Gov. Code 1090-1099                            | Prohibitions applicable to specified officers            |
| Gov. Code 1125-1129                            | Incompatible activities                                  |
| Gov. Code 53234-53235.2                        | Ethics training  |
| Gov. Code 81000-91014                          | Political Reform Act                                     |
| Gov. Code 82011                                | Code reviewing body                                      |
| Gov. Code 82019                                | Definition; designated employee                          |
| Gov. Code 82028                                | Definition; gift   |
| Gov. Code 82030                                | Definition; income                                       |
| Gov. Code 82033                                | Definition; interest in real property                    |
| Gov. Code 82034                                | Definition; investment                                   |
| Gov. Code 84308                                | Campaign disclosure                                      |
| Gov. Code 87100-87505                          | Political Reform Act; conflict of interest               |
| Gov. Code 89501-89503                          | Honoraria and gifts                                      |
| Gov. Code 89506                                | Ethics; travel   |
| Gov. Code 91000-91014                          | Enforcement  |
| Pen. Code 85-88                                | Bribes   |
| Pub. Cont. Code 6102                           | Bribery of public official; voidable contract            |
| Rev. & Tax Code 203                            | Taxable and exempt property - colleges                   |
| Management Resources                           | Description  |
| <b>Attorney General Opinion</b>                | 105 Ops.Cal.Atty.Gen.69 (2022)                           |
| <b>Attorney General Opinion</b>                | 63 Ops.Cal.Atty.Gen. 868 (1980)                          |
| <b>Attorney General Opinion</b>                | 65 Ops.Cal.Atty.Gen. 606 (1982)                          |
| <b>Attorney General Opinion</b>                | 68 Ops.Cal.Atty.Gen. 171 (1985)                          |
| Attorney General Opinion                       | 69 Ops.Cal.Atty.Gen. 255 (1986)                          |
| <b>Attorney General Opinion</b>                | 80 Ops.Cal.Atty.Gen. 320 (1997)                          |
| <b>Attorney General Opinion</b>                | 81 Ops.Cal.Atty.Gen. 327 (1998)                          |
| Attorney General Opinion                       | 82 Ops.Cal.Atty.Gen. 83 (1999)                           |
| <b>Attorney General Opinion</b>                | 85 Ops.Cal.Atty.Gen. 60 (2002)                           |
| <b>Attorney General Opinion</b>                | 86 Ops.Cal.Atty.Gen. 138(2003)                           |
| <b>Attorney General Opinion</b>                | 89 Ops.Cal.Atty.Gen. 217 (2006)                          |
| <b>Attorney General Opinion</b>                | 92 Ops.Cal.Atty.Gen. 19 (2009)                           |
| Attorney General Opinion                       | 92 Ops.Cal.Atty.Gen. 26 (2009)                           |
|  |  |

Court Decision Davis v. Fresno Unified School District (2015) 237

Cal.App.4th 261

Klistoff v. Superior Court (2007) 157 Cal.App.4th 469 Court Decision Court Decision Kunec v. Brea Redevelopment Agency (1997) 55

Cal.App.4th 511

Court Decision McGee v. Balfour Beatty Construction, LLC, et al. (2016)

247 Cal. App. 4th 235

Court Decision Thorpe v. Long Beach Community College District

(2000) 83 Cal.App.4th 655

**CSBA** Publication Conflict of Interest: Overview of Key Issues for

Governing Board Members, Fact Sheet, July 2010 Advice Letter: A-96-314 (December 18, 1996)

Can I Vote? A Basic Overview of Public Officials'

Understanding the Basics of Public Service Ethics:

Understanding the Basics of Public Service Ethics:

Personal Financial Gain Laws, 2009

Obligations Under the Conflict-of-Interest Rules, 2005

Fair Political Practices Commission

Publication

Fair Political Practices Commission

Publication

Institute For Local Government

Publication

Institute for Local Government

Publication

Transparency Laws, 2009 Website CSBA District and County Office of Education Legal

Services

Website Institute for Local Government Website Fair Political Practices Commission

Website **CSBA** 

#### **Cross References**

| Descrip | tion   |
|---------|--------|
| _       | escrip |

1340 Access To District Records 1340 Access To District Records

3230 Federal Grant Funds 3230 Federal Grant Funds

3300 **Expenditures And Purchases** 

3311 Bids 3311 Bids

3400 Management Of District Assets/Accounts 3400 Management Of District Assets/Accounts

3430 Investing

Debt Issuance And Management 3470

3512 Equipment 3600 Consultants

4112.8 **Employment Of Relatives** 

4117.2 Resignation

4136 Nonschool Employment 4212.8 **Employment Of Relatives** 

4217.2 Resignation

4236 Nonschool Employment 4312.8 **Employment Of Relatives** 

4317.2 Resignation

4336 Nonschool Employment

6161.1-E(1) Selection And Evaluation Of Instructional Materials 6161.1 Selection And Evaluation Of Instructional Materials

| 6161.1          | Selection And Evaluation Of Instructional Materials |
|-----------------|---|
| 6161.1-E PDF(1) | Selection And Evaluation Of Instructional Materials |
| 7140            | Architectural And Engineering Services              |
| 7140            | Architectural And Engineering Services              |
| 7214            | General Obligation Bonds                            |
| 7214            | General Obligation Bonds                            |
| 9000            | Role Of The Board                                   |
| 9005            | Governance Standards                                |
| 9140            | Board Representatives                               |
| 9200            | Limits Of Board Member Authority                    |
| 9220-E(1)       | Governing Board Elections                           |
| 9220            | Governing Board Elections                           |
| 9222            | Resignation   |
| 9230            | Orientation   |
| 9240            | Board Training                                      |
| 9320            | Meetings And Notices                                |
| 9321            | Closed Session                                      |
| 9323            | Meeting Conduct                                     |

Conflict of Interest Code Supporting Documents for:

Rainbow Municipal Water District



3707 Old Highway 395, Fallbrook, CA 92028 760.728.1178 | RAINBOWMWD.CA.GOV

September 4, 2025

Clerk of the Board of Supervisors ATTN: Biennial Review 1600 Pacific Highway, Room 402 San Diego, CA 92101

RE: Rainbow Municipal Water District's Conflict of Interest Code

To Whom It May Concern:

Please find enclosed a copy of the Rainbow Municipal Water District's amended Conflict of Interest Code approved by its Board of Directors on August 19, 2025, for Board of Supervisor approval and to file within your office.

If you require additional information or have any questions, please feel free to contact me at (760) 728-1178 Ext. 129. Thank you in advance for your assistance with this matter.

Sincerely.

Terese Quintanar District Secretary

Enclosure

#### ORDINANCE NO. 25-08

# ORDINANCE OF THE BOARD OF DIRECTORS OF THE RAINBOW MUNICIPAL WATER DISTRICT AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 1.02.020 – CONFLICT OF INTEREST

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

Section 1.02.020: Conflict of Interest

- The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.
- 3. This ordinance shall take effect immediately upon its adoption on this 19th day of August 2025.

AYES:

Directors Mack, Townsend-Smith, Irvine, Hoffman

NOES:

None

ABSTAIN:

None

ABSENT:

Hamilton

Michael Mack, Board Vice President

ATTEST:

Terese Quintanar, Board Secretary



## BOARD ACTION Item No.11.C

#### BOARD OF DIRECTORS

August 19, 2025

#### SUBJECT

CONSIDER ADOPTION OF AN ORDINANCE AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 1.02.020 - CONFLICT OF INTEREST

#### BACKGROUND

As the job descriptions, titles, and positions at RMWD change, a review of the Administrative Code Section 1.02.020 - Conflict of Interest Code is conducted to determine whether those positions listed in the Conflict of Interest Code need to be updated accordingly.

#### DESCRIPTION

In accordance with the adoption of Resolution No. 2025-09, new job classifications for Customer and Meter Services Supervisor, Deputy Operations Manager, and Wastewater Supervisor will be added to the list of designated positions in the Conflict of Interest Policy. In addition, the classifications for the Grant Specialist and Accounting Supervisor were removed from the pay grade structure, and therefore, will be removed from the designated positions listing.

In conjunction with this update, we have provided a brief description of the responsibilities associated with each newly added position. This ensures clarity regarding the scope of duties that may present potential conflicts and aligns with best practices for transparency and accountability

#### POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Three: Workforce Development

#### ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

#### **BOARD OPTIONS/FISCAL IMPACTS**

- 1. Adopt an ordinance amending and updating Administrative Code Section 1.02.020.
- 2. Adopt an ordinance amending and updating Administrative Code Section 1.02.020 with revisions.
- 3. Do not adopt an ordinance authorizing amendment to Administrative Code Section 1.02.020 and provide staff with direction.

Any fiscal impacts were discussed at the May 27, June 24, and July 22, 2025 Board meetings, respectively.

Attachments: Draft Ordinance Policy redline

Jake Wiley, General Manager

12 41

August 19, 2025

#### Appendix A Rainbow Municipal Water District Conflict of Interest Code

#### Preamble

Any person designated in Section I of this Appendix who is unsure of any right or obligation arising under this Code may request a formal opinion or letter of advice from the FPPC or an opinion from Rainbow Municipal Water District's General Counsel. (Gov. Code § 83114; 2 CCR § 18730(b)(11).) A person who acts in good faith in reliance on an opinion issued to them by the FPPC shall not be subject to criminal or civil penalties for so acting, provided that all material facts are stated in the opinion request. (Gov. Code § 83114(a).)

Opinions rendered by General Counsel do not provide any statutory defense to an alleged violation of conflict of interest statutes or regulations. The prosecuting agency may, but is not required to, consider a requesting party's reliance on General Counsel's opinion as evidence of good faith. In addition, Rainbow Municipal Water District may consider whether such reliance should constitute a mitigating factor to any disciplinary action that Rainbow Municipal Water District may bring against the requesting party under Government Code section 91003.5.

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05-07\Winended and Updated 7-21-06 by Resolution No.
06-10\Winended and Updated 8-26-08 by Resolution No.
06-10\Winended 10-28-08 by Ordinance No.
08-11\Winended and Updated 6-26-12 by Ordinance No.
08-11\Winended and Updated 4-23-13 by Ordinance No.
13-04\Winended and Updated 4-23-13 by Ordinance No.
14-06\Winended and Updated 3-26-15 by Ordinance No.
15-04\Winended and Updated 1-26-16 by Ordinance No.
16-02\Winended and Updated 3-22-16 by Ordinance No.
16-04\Winended and Updated 1-23-18 by Ordinance No.
18-05\Winended and Updated 3-22-18 by Ordinance No.
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18-12\Winended and Updated 5-22-18 by Ordinance No.
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18-12\Winended and Updated 1-24-18 by Ordinance No.
18-12\Winended and Updated 6-23-20 by Ordinance No.
18-12\Winended and Updated 1-28-20 by Ordinance No.
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#### Part I - Designated Positions

| Designated Employees                                | Categories Disclosed         |
|---|------------------------------|
| Members of the Board of Directors                   | All                          |
| General Manager                                     | All                          |
| General Counsel                                     | All                          |
| Engineering and Capital Improvement Program Manager | All                          |
| Operations Manager                                  | All                          |
| Deputy Operations Manager                           | <u>All</u>                   |
| Administrative Services Manager                     | All                          |
| Information Technology Manager                      | All                          |
| Construction & /Maintenance Supervisor              | All                          |
| Water Operations Supervisor                         | All                          |
| Wastewater Superintendent                           | All                          |
| Wastewater Supervisor                               | <u>All</u>                   |
| Senior Engineer/Engineer/Associate Engineer         | All                          |
| Senior Accountant                                   | All                          |
| Accounting-Supervisor                               | All Formatted: Strikethrough |

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3 AC Conflict of Interest 1.02.020 - redline docx\M\Administration\Group-Agenda Packet Items\1- 3024\7 July
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| Purchasing & Inventory Control Specialist I/II   | All |
|--|-----|
| Purchasing & Facilities Lead   | All |
| Senior Risk Management Officer/Safety and Risk Managem<br>Officer/Safety and Risk Management<br>Analyst    | All |
| Senior Engineering Inspector   | All |
| Cross Connection Control and Backflow Technician   | All |
| Information Technology and Applications Analyst and Senior Information Technology and Applications Analyst | Ail |
| Information Systems Specialist //II/III  | All |
| Senior Project Manager/Project Manager   | All |
| Administrative Analyst I/II/Management Analyst   | All |
| Meter Services Supervisor  | All |
| Customer Service Supervisor  | All |
| Customer & Meter Services Supervisor   | All |
| Grant-Specialist   | All |
| Construction and Meters Supervisor   | All |
| ¹Consultants   | 2   |

#### Part II - Non-Designated Positions

Finance Manager Pursuant to Applicable Laws
Standing District Committee Members 2
Auditor 2

with the written disclosure requirements described in these categories. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection by Rainbow Municipal Water District in the same manner as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

#### Part III - Disclosure Categories

#### Category 1.

A designated employee or person in this category shall report all interests in real property, and investments in, and income from, business entities of the type to operate or provide any of the following:

Accounting or auditing services
Banks and savings and loans
Computer hardware or software, or computer services or consultants
Communications equipment or services
Insurance brokers and agencies
Insurance adjusting, claims auditing or administration, or underwriting services
Office equipment or supplies
Personnel and employment companies and services
Printing or reproduction services, publications, and distribution
Securities, investment or financial services companies
Title insurance and escrow
Construction supplies, service or equipment
Engineering and surveying services
Land development services

#### Category 2.

A designated employee in this category shall disclose all business positions in, investments in, and income from any business of the type to provide personnel, services, supplies, material, machinery, or equipment to Rainbow Municipal Water District and is associated with the job assignment or position of the designated employee or person.

## Appendix B Statement of Duties of Employees of and Consultants to Rainbow Municipal Water District

#### Members of the Board of Directors

The Board of Directors acts as the Rainbow Municipal Water District's governing body. Members of the Board of Directors formulate general policy and programs of Rainbow Municipal Water District, and each member of the Board of Directors is therefore designated.

#### General Manager

General Manager oversees the day-to-day operations of Rainbow Municipal Water District and participates in the formulation and implementation of the policies and programs of Rainbow Municipal Water District and is therefore designated.

#### General Counsel

General Counsel, currently hired on a contract basis, advises Rainbow Municipal Water District on its day-to-day activities, including its relationships with the independent contractors who serve in a staff capacity to Rainbow Municipal Water District, and compliance with applicable laws and regulations. General Counsel participates in the formulation and implementation of the policies and programs of Rainbow Municipal Water District and is therefore designated.

#### Finance Manager

An employee of the Rainbow Municipal Water District, the Finance Manager is Rainbow Municipal Water District's Chief Financial Officer and helps manage the finances of Rainbow Municipal Water District. The Finance Manager makes reports from time to time on the financial results of operations of Rainbow Municipal Water District and recommends fiscal policies to the Board of Directors. The Finance Manager "manages public investments" within the meaning of applicable regulations and is therefore not designated.

#### Engineering and Capital Improvement Program Manager

The Engineering and Capital Improvement Program Manager provides oversight of engineering services to Rainbow Municipal Water District, including implementation of capital replacement projects and participates in the formulation of Rainbow Municipal Water District's general policies and programs in the area of engineering and is therefore designated.

#### Operations Manager

The Operations Manager oversees the operation and maintenance of the water and wastewater lines and structures, participates in the formulation of Rainbow Municipal Water District's general policies and programs in the area of operations and maintenance and is therefore designated.

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Administrative Services Manager

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The Administrative Services Manager plans, directs and oversees the following programs and activities: human resources; risk management and safety; labor relations; public relations, community outreach, and educational programs and is therefore designated.

Information Technology Manager

The Information Technology Manager manages Rainbow Municipal Water District's information technology staff, services and systems, user support, specific applications support, hardware and software installation, troubleshooting and maintaining computer systems, telephony, and mobile services. This position also supervises the purchasing, inventorying, maintenance and the disposing of computing and communication devices, hardware and software and is therefore designated.

Construction & Maintenance Supervisor

The Construction/Maintenance Supervisor has supervisorial responsibilities to direct and oversee the Construction Division. This position coordinates and manages the installation, maintenance and repair of water mains, service lines, fire hydrants and other related appurtenances used in the District water distribution, treatment and storage facilities and is therefore designated.

Water Operations Supervisor

The Water Operations Supervisor has supervisorial responsibilities to direct and oversee the Water Operations Division. This position will coordinate and manage the installation, maintenance, repair and operation of District water distribution, treatment, pumping and storage facilities and is therefore designated.

Wastewater Superintendent/Wastewater Supervisor

The Wastewater Superintendent and Wastewater Supervisor positions havehas managerial responsibility to direct and oversee the Wastewater Division. This position coordinates and manages the repair, maintenance and operation of the wastewater pumping and collection system as well as may assist with installation, maintenance and repair of water distribution facilities and is therefore designated.

Senior Engineer/Engineer/Associate Engineer

The Senior Engineer, Engineer, and Associate Engineer position performs a variety of routine and semi-routine professional level civil engineering work in the research, design and construction of water and sewer capital improvement and construction projects as well as reviews development plans and is therefore designated.

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Page 320 of 382

Senior Accountant

The Senior Accountant performs highly complex and professional accounting and financial analysis to provide accurate and timely financial statements and reports to management, the Board, other government agencies, and the public and serves as a subject matter expert and is therefore designated.

#### Accounting Supervisor

The Accounting Supervisor is the first-level supervisor for designated staff within the Finance Department; performs highly complex and professional accounting and financial analysis to provide accurate and timely financial statements and reports to management, the Board, other government agencies, and serves as a subject matter expert and is therefore designated.

Purchasing & Inventory Control Specialist I/II

The Purchasing & Inventory Control Specialist I/II has responsibility for all functions associated with the warehouse including purchasing, receiving and inventory control and administration of the office cleaning contract as well as maintaining inventory of parts and supplies and is therefore designated.

Purchasing & Facilities Lead

The Purchasing & Facilities Lead has responsibility for all functions associated with purchasing, receiving, inventory control, maintaining inventory of parts and supplies, janitorial services, and building and grounds facilities maintenance contracts, and is therefore designated.

Senior Risk Management Officer/Safety and Risk Management Officer/Safety and Risk Management Analyst

The Senior Risk Management Officer, Safety and Risk Management Officer, and Risk Management Analyst positions have responsibility for the planning and administration of the District programs and services related to safety, security, emergency preparedness, environmental compliance functions, property and liability insurance and processing liability, worker's compensation, and property claims and is therefore designated.

Senior Engineering Inspector

The Senior Engineering Inspector performs highly specialized and complex public works construction inspection work. This position acts as the District's representative on the construction site for the expressed intent of enforcement of District construction standards and regulations and is therefore designated.

Cross-Connection Control and Backflow Technician

The Cross-Connection Control and Backflow Technician performs a variety of work in connection with implementing and enforcing the cross-connection control programs including

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the Backflow Prevention Program, inspects, tests, and repairs backflow devices, and creates and submits results, records, and related documentation and is therefore designated.

Information Technology and Applications Analyst /Senior IT and Applications Analyst

The Senior Information Technology and Applications Analyst/Senior Information and Applications Analyst position monitors, maintains, troubleshoots, and diagnoses hardware, software, database and network problems and identifies courses of action and is therefore designated

Information Systems Specialist I/II/III

The Information Systems Specialist I/II/III provides technical assistance to end users of computer hardware, software, printers, and mobile devices and assists in configuring and administering Rainbow Municipal Water District's electronic records management system and is therefore designated.

Senior Project Manager/Project Manager

The Senior Project Manager and Project Manager position manages Capital Improvement Projects (CIP) and development projects related to the design and construction of water and wastewater distribution and collection systems. Manages projects from start to finish, from project planning to final inspection. Coordinates with District staff, contractors, and other agencies to deliver projects and is therefore designated.

Administrative Analyst I/II/Management Analyst
The Administrative Analyst I/II/Management Analyst series classification provides complex technical, analytical, administrative, and professional work within the assigned department. May coordinate with District staff, contractors, customers, developers, and other agencies to deliver projects, as well as may support public relations, community outreach, and educational programs and is therefore designated.

Meter Services Supervisor

The Meters Services Supervisor supervises and participates in work related to water services, oversees the cross-connection control and backflow testing programs, tests water services including pressure regulators, water meters, meter boxes, backflow devices and associated appurtenances, and responds to escalated customer service inquiries regarding customer water use and water service issues and is therefore designated.

Customer Service Supervisor

The Customer Service Supervisor oversees activities and staff in the Customer Service Department, handles complex and escalated customer service issues and educational programs and is therefore designated.

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Customer & Meter Services Supervisor

Oversees activities and staff in both the Customer Service and Meter Services functions: Formatted: Indent: First line: 0" Handles complex and escalated customer service issues, supervises water service operations including meter testing, pressure regulators, and backflow devices, and manages crossconnection control and backflow testing programs. Provides customer education and ensures effective response to water service inquiries and concerns.

The Grant Specialist researches, develops, writes, and submits grant applications and proposals for the core purpose of acquiring-grant-funding-from a-variety-of-organizations and sources as well as manages funding agreements, completes required reporting and reimbursement invoicing to ensure funding requirements are met and is therefore designated.

Construction and Meters Supervisor

The Construction and Meters Supervisor directs and oversees the Construction and Meters Divisions. This position participates in work related to water services, oversees the crossconnection control and backflow testing programs, as well as coordinates and managers the installation, maintenance and repair of water mains, service lines, fire hydrants, and other related appurtenances used in the District water distribution, treatment and storage facilities and is therefore designated.

Rainbow Municipal Water District has contracted with one or more accounting firms to handle financial audits of Rainbow Municipal Water District's finances and investments. These firms implement decisions of the Rainbow Municipal Water District's Board of Directors. Because these auditors' duties are restricted in the manner described herein, they do not participate in the formulation and implementation of the policies and programs of Rainbow Municipal Water District, and also do not "manage public investments" within the meaning of applicable regulations; therefore, the Auditor(s) shall be considered non-designated positions and will file Statements of Economic Interest forms with the District only for public review and information purposes.

Standing District Committee Members

A member or alternate committee member of a Rainbow Municipal Water District standing committee serves at the pleasure of the Board. These committees are advisory to the Board with regard to matters within their respective areas of responsibility. A committee has jurisdiction to consider and make a recommendation to other committees and to the Board regarding any item of business within the responsibility of the committee. Committee recommendations shall be communicated to the Board. A committee may consider other matters referred to it by the Board. Therefore, standing district committee members shall be considered non-designated positions and will file Statements of Economic Interest forms with the District only for public review and information purposes.

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Conflict of Interest Code Supporting Documents for:

San Diego Law Library



#### **BOARD OF TRUSTEES**

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Kimberly D. Howatt California American Water

Jake Zindulka
California Department
of Health Care Services

Clerk of the Board of Supervisors, Disclosure Services Unit 1600 Pacific Highway, Room 402 San Diego, CA 92101

Re: Revision of Law Library Conflict of Interest Code, for Board of Supervisor's Approval

To whom it may concern,

Due to staffing position and title changes within our organization, we have updated the Designated Positions contained in our Conflict of Interest Code. These revisions were approved by the Law Library's Board of Trustees at their August 20, 2025, meeting.

#### I am attaching:

- The revised Conflict of Interest Code
- A redlined version of the 2025 Code showing changes made from the April 2024 version.
- Minutes from the August 20, 2025 Board of Trustees' meeting adopting the revised Conflict of Interest Code.

Please let me know if you require anything additional from me for this to be agendized and approved by the County Board of Supervisors. All the best,

Gina S. Catalano Director of Libraries

## San Diego County Public Law Library 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 Appendix, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the San Diego County Public Law Library.

Individuals holding designated positions shall file their statements of economic interests with the San Diego County Clerk of the Board of Supervisors, which will make the statements available for public inspection and reproduction (Gov. Code Sec. 81008).

Adopted at the Law Library Board of Trustees meeting on April 17, 2024 August 20, 2025.

#### Appendix

| Designated Positions                                  | Disclosure Categories      |
|---|----------------------------|
| Member of the Board of Trustees of the<br>Law Library | Form 700 A-1, A-2, C, D, E |
| Director of Libraries                                 | Form 700 A-1, A-2, C, D, E |
| Assistant Director of Legal Information  Management   | Form 700 A-1, A-2, C, D, E |
| Assistant Director Head of User Experience            | Form 700 A-1, A-2, C, D, E |
| Chief Information Officer                             | Form 700 A-1, A-2, C, D, E |
| Business and HR Manager Administrative Manager        | Form 700 A-1, A-2, C, D, E |



The Law Library Board of Trustees held a regular meeting, pursuant to notice thereof, on August 20, 2025

**Present:** Lorena Slomanson, President; Judge Lisa Rodriguez (virtual), Vice President; Judge Rachel Cano, Secretary; Carla DiMare, Treasurer; Judge David Berry, Judge Euketa Oliver, Judge Pamela Parker, Kimberly Howatt, Jake Zindulka

Absent: none

Also Present: Gina Catalano, Laurel Moran, Bolivia Calenzani, Michael Gatmaitan (virtual)

 Please note that the following minutes are written according to the agenda item order and are not necessarily in chronological order.

#### 1) Call to Order

Lorena Slomanson called the meeting to order at 12:17 PM.

2) Brown Act Exceptions During Public Health Crisis: Teleconferencing [California Emergency Services Act. (Gov. Code §§ 52953(e)(1), (e)(4).)]

Judge Lisa Rodriguez requested to attend virtually and provided a just cause exemption, as she was unable to attend due to a contagious illness. A physical quorum was present at the publicly noticed location.

3) Opportunity for Public Comment

There were no requests for public comment.

4) Consent Calendar

Judge Pamela Parker moved to approve the consent calendar; Judge Rachel Cano seconded the motion. The motion passed unanimously.

#### 5) Healthcare Contribution

Gina Catalano presented the proposed Healthcare contributions for 2026 and explained how the figures were determined. She also explained that depending on selections during open enrollment, we expect to be within budget for active and retired employees. There was some discussion of retiree healthcare coverage, what an employee needs to qualify for retiree healthcare, and the extent of our obligations.

The Board approved the following monthly employer contributions to healthcare for 2026:

\$1,004.81 for single, \$1818.71 for two party, \$2,120.15 for family

President Lorena Slomanson signed the CalPERS Resolution "Fixing the Employer Contribution Under the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants", on behalf of the Board.

Judge Lisa Rodriguez moved to approve the Healthcare Contributions as proposed; Judge David Berry seconded the motion. The motion passed unanimously.



#### 6) Conflict of Interest Code Revision

Gina Catalano presented the revisions and explained that the Code and disclosure categories remain the same, the only revision is to designated positions due to changes in library management and titles.

Judge David Berry moved to approve the revised Conflict of Interest Code; Kimberly Howatt seconded the motion. The motion passed unanimously.

#### 7) ADA Policy

The Board reviewed the latest draft of the Policy, which incorporated changes discussed at the June 18<sup>th</sup> meeting.

Kimberly Howatt moved to approve the Policy for Resolution of Requests for Reasonable Accommodations under the Americans with Disabilities Act for Attendance at Meetings as proposed; Judge Rachel Cano seconded the motion. The motion passed unanimously.

#### 8) Other Reports

Foundation Board President, Emily Howe gave an update on the Foundation Retreat held in late June and progress on transferring bank accounts from former Foundation members to current members. She also shared that the annual Witkin Awards event is scheduled for October 23<sup>rd</sup> at Tom Ham's Lighthouse. The awardees are as follows: Judge Roderick Shelton for Excellence in the Adjudication of Law; Attorney Eric Alan Isaacson for Excellence in the Practice of Law; California Western School of Law's Community Law Project for Excellence in the Field of Legal Education; and Homeless Court of San Diego for Excellence in the Field of Public Service.

#### 9) Bylaw Committee

Gina Catalano will send out a doodle poll covering the next 2-3 weeks to determine Committee Member availability for setting a meeting.

#### 10) Closed Session - Public Employee Performance Evaluation and Salary, Title Director

The Board returned from closed session and reported approval of the proposed 3% salary increase for the Director position, for a total salary of \$172,525. The Board reported being satisfied with the Director's performance over the past year and noted that it had been a smooth transition year from former Director, David Whelan.

#### 11) Adjournment

The Board meeting was adjourned at 1:04 PM.