

CONFLICT OF INTEREST CODE  
OF THE RISK MANAGEMENT DEPARTMENT  
OF CONTRA COSTA COUNTY

The Political Reform Act (Gov. Code §§ 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted regulation section 18730 of title 2 of the California Code of Regulations (“Section 18730”), which contains the terms of a standard conflict of interest code that can be incorporated by reference in an agency’s code. After public notice and hearing, Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. The terms of Section 18730 and any amendments to it that are adopted by the Fair Political Practices Commission are incorporated by reference into this Conflict of Interest Code. Section 18730 and the attached Appendix designating officials and employees and establishing disclosure categories, constitute the conflict of interest code of the Risk Management Department of Contra Costa County.

Persons occupying positions which categorize them as designated employees (pursuant to the attached Appendix) shall file the original Statement of Economic Interest/Form 700 with the Risk Management Department’s Filing Officer in accordance with the disclosure categories listed in the attached Appendix. The Filing Officer will retain the original statements filed by persons in designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. Persons who are public officials within the meaning of Government Code section 87200 will file their statements of economic interests with the Filing Officer designated for their elected/appointed positions pursuant to Government Code section 87500.

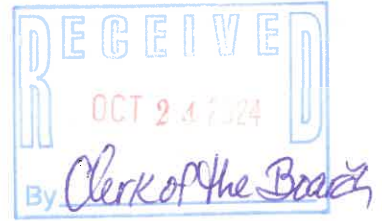


## EXHIBIT A

### CONFLICT OF INTEREST- DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Category</u>
Assistant Risk Manager – Financial Services	1
Assistant Risk Manager – General Services	1
Assistant Risk Manager – Liability	1
Assistant Risk Manager – Safety & Loss Control	1
Assistant Risk Manager – Workers’ Compensation	1
Chief of Administrative Services I	1
Director of Risk Management	1
Equal Employment Opportunity Officer	1
Senior Workers’ Compensation Claims Adjuster	1
Workers’ Compensation Claims Supervisor	1
Consultants*	1

\*The Risk Management Department will determine in writing whether a consultant is hired to perform a range of duties that requires the consultant to comply with the disclosure requirements. The written determination is a public record, and the Filing Officer will retain the determination for public inspection.



**EXHIBIT B**

**DISCLOSURE CATEGORIES**

Category 1. Persons holding designated positions in Category "1" must report:

(a) All investments, interests in real property, business positions, sources of income, including gifts, loans, and travel payments, and any business entity in which the employee is a director, officer, partner, trustee, employee, or holds any position of management. These financial interests are reportable only if located within Contra Costa County or if the business entity is doing business or plans to do business in the County (and such plans are known by the person holding a designated position), or if the business entity has done business within the County at any time during the two years prior to the filing of the statement.

(b) Investments in any business entity, income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity that has, within the last two years, contracted, or foreseeably may contract with Contra Costa County, or with any public agency within Contra Costa County, to provide services, supplies, materials, machinery, or equipment to either party.

APPROVED BY:

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*Karen Caoile*

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Karen Caoile, Director of Risk Management

Date: 10/22/2024