



## **SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY NOTICE OF INTENTION TO AMEND A CONFLICT OF INTEREST CODE**

**NOTICE IS HEREBY GIVEN** that the Board of Directors of the **Special District Risk Management Authority** intends to amend a Conflict of Interest Code pursuant to Government Code Section 87300.

A conflict of interest code designates those employees, members, officers and consultants who make or participate in the making of governmental decisions which may affect their financial interests, who must disclose those interests in financial disclosure statements, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests.

The proposed Conflict of Interest Code will be considered by the Board of Directors on November 2, 2022 at 3:00 p.m. at SDRMA 1112 I Street, Suite 380, Sacramento, CA 95814. Any interested person may be present electronically or in person and comment at the public meeting or may submit written comments concerning the proposed amendment. No public hearing on this matter will be held unless an interested person or his or her representative requests a public hearing no later than October 18, 2022, 15 days prior to the close of the written comment period.

Any comments or inquiries should be directed to the attention of Ashley Flores, Management Analyst & Clerk of the Board of Directors, at [aflores@sdrma.org](mailto:aflores@sdrma.org). Written comments must be submitted no later than November 2, 2022 at 3:00 p.m. Copies of the proposed Code may also be obtained from the Clerk of the Board of Directors at [aflores@sdrma.org](mailto:aflores@sdrma.org).

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Ashley Flores, CMC  
Clerk of the Board of Directors

Posted: September 14, 2022

## CONFLICT OF INTEREST CODE

### SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

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, Sec. 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 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 by reference. This regulation and the attached Appendices designating positions and establishing disclosure categories shall constitute the conflict of interest code of **Special District Risk Management Authority (SDRMA)**.

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

**CONFLICT OF INTEREST CODE**

**SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY**

**APPENDIX A**

**DESIGNATED POSITIONS**

	<u>Disclosure Categories</u>
Chief Executive Officer	1, 2, 3, 4, 5
<del>Chief Operation Officer</del>	<del>1, 2, 3, 4, 5</del>
Chief Financial Officer	1, 2, 3, 4, 5
Chief Member Services Officer	1, 2, 3, 5
Chief Risk Officer	1, 2, 3, 5
Manager of Member Services	2, 3, 5, 6
Claims Manager	2, 3, 5, 6
<del>Health Benefits Manager</del>	<del>2, 3, 5, 6</del>
<del>Risk Control Manager</del>	<del>2, 3, 5, 6</del>
Senior Claims Examiner	2, 3, 5, 6
General Counsel	1, 2, 3, 4, 5
Insurance Broker	2, 3, 5, 6
Consultants*	*

\* 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 limitations:

The Chief Executive Officer may determine in writing that a particular consultant/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 fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's/new position's duties and, based on that description, a statement of the extent of the 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

(Government Code Sec. 81008)

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#### **Officials Who Manage Public Investments**

The following positions are not covered by the code because they must file under Government Code Section 87200 and, therefore, are listed for information purposes only:

- Members of the Board of Directors
- Investment Manager's Investment Committee Supervisor

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

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### SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

#### APPENDIX B

#### DISCLOSURE CATEGORIES

- Category 1: Investments and business positions in business entities, and income (including receipt of loans, gifts and travel payments), from sources of the type that contract with SDRMA to supply goods, services materials or supplies.
- Category 2: Investments and business positions in business entities, and income (including receipt of loans, gifts and travel payments), from sources that are engaged in the performance of work or services of the type utilized by SDRMA, including insurance companies, carriers, holding companies, underwriters, brokers, solicitors, agents, adjusters, claims managers, and actuaries.
- Category 3: Investments and business positions in business entities, and income (including receipt of loans, gifts, and travel payments), from sources that have filed a claim or have a claim pending that are reviewed and administered by SDRMA.
- Category 4: Interests in real property located within SDRMA's jurisdiction of the type purchased or leased by SDRMA for its use.
- Category 5: Investments and business positions in business entities, and income (including receipt of loans, gifts, and travel payments), which are financial institutions including banks, savings and loan associations, and credit unions.
- Category 6: Designated position in the category must disclose all investments and business positions in business entities, and sources of income (including receipt of loans, gifts, and travel payments), that provide services, supplies, materials, machinery, vehicles, or equipment of a type purchased or leased by the designated position's department, unit or division.