

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Board of Supervisors

BOARD AGENDA # *A-4

Urgent Routine *MC*
CEO Concurs with Recommendation YES NO
(Information Attached)

AGENDA DATE January 8, 2013

4/5 Vote Required YES NO

SUBJECT:

Approval of Amendments to the Conflict of Interest Codes for the Denair Community Services District, Stanislaus Consolidated Fire Protection District, Stanislaus County Fire Authority, Patterson Irrigation District, Hickman Community Charter District, Knights Ferry Elementary School District, Modesto City Schools District, Paradise Elementary School District, Shiloh School District, Waterford Unified School District, and Oak Flat Water District

STAFF RECOMMENDATIONS:

Adopt amendments to the Conflict of Interest Code for the Denair Community Services District, Stanislaus Consolidated Fire Protection District, Stanislaus County Fire Authority, Patterson Irrigation District, Hickman Community Charter District, Knights Ferry Elementary School District, Modesto City Schools District, Paradise Elementary School District, Shiloh School District, Waterford Unified School District, and Oak Flat Water District.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

BOARD ACTION AS FOLLOWS:

No. 2013-6

On motion of Supervisor O'Brien, Seconded by Supervisor De Martini
and approved by the following vote,

Ayes: Supervisors: O'Brien, Withrow, Monteith, De Martini and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

- 1) X Approved as recommended
- 2) _____ Denied
- 3) _____ Approved as amended
- 4) _____ Other:

MOTION:

ATTEST: *Christine Ferraro*
CHRISTINE FERRARO TALLMAN, Clerk

File No.

SUBJECT: Approval to Adopt Amendments to the Conflict of Interest Codes for the Denair Community Services District, Stanislaus Consolidated Fire Protection District, Stanislaus County Fire Authority, Patterson Irrigation District, Hickman Community Charter District, Knights Ferry Elementary School District, Modesto City Schools District, Paradise Elementary School District, Shiloh School District, Waterford Unified School District, and Oak Flat Water District
page 2

DISCUSSION:

As the Conflict of Interest Code Reviewing Body for all local government agencies within Stanislaus County the Board of Supervisors must approve amendments to an agency's Conflict of Interest Code. After holding public meetings the Denair Community Services District, Stanislaus Consolidated Fire Protection District, Stanislaus County Fire Authority, Patterson Irrigation District, Hickman Community Charter District, Knights Ferry Elementary School District, Modesto City Schools District, Paradise Elementary School District, Shiloh School District, Waterford Unified School District, and Oak Flat Water District approved amendments to their Conflict of Interest Codes. After an agency adopts an amendment to their Code they must submit it to the Board of Supervisors. Upon receiving the amendment to a Conflict of Interest Code from an agency the Board of Supervisors places the amendment on their agenda for approval.

POLICY ISSUE:

The Board of Supervisors is the Conflict of Interest Code Reviewing Body for all agencies whose boundaries are solely within Stanislaus County.

STAFFING IMPACTS:

There are no staffing impacts associated with this item.

CONTACT PERSON:

Christine Ferraro Tallman Phone Number: 209-525-4494

11/20/12 to
CSD Board

2012 Local Agency Biennial Notice

Name of Agency: DENAIR COMMUNITY SERVICES DISTRICT

Mailing Address: P. O. Box 217 / Denair CA 95316

Contact Person: Pamela J. Owens Office Phone No: 634-4986

E-mail: powens@denaircsd.org Fax No: 634-9805

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:
(Mark all that apply.)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
- Other (describe) Add District Secretary as Filing Clerk
- No amendment is required.**
- The code is currently under review by the code reviewing body.**

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

September 21, 2012

Date

Complete this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

2012 OCT - 3 A 11 3
 BOARD OF SUPERVISORS



Denair Community
Services District

BOARD OF SUPERVISORS
7017 DEC 21 P 2:57

3850 N. Graton Road
P.O. Box 217
Denair, California 95316

Phone: 209-634-4986
Fax: 209-634-9805

December 20, 2012

Christine Ferraro Tallman
Stanislaus County
Board of Supervisors
1010 10th St. / Suite 6700
Modesto CA 95354

Dear Christine:

Enclosed is the revised Conflict of Interest Code the Denair Community Services District.

Sincerely,

A handwritten signature in black ink that reads "Pam".

Pamela J. Owens, District Secretary
Denair Community Services District

ATTACHMENT A
CONFLICT OF INTEREST CODE
OF THE DENAIR COMMUNITY SERVICES DISTRICT

The Political Reform Act, Government Code Section 81000, et seq., requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a Regulation, 2 Cal. Code of Regs., Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs., Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and along with the attached Appendix consisting of this Attachment A and Attachments B through D, in which members and employees are designated and disclosure categories are set forth, and the place of filing is specified, shall constitute the Conflict of Interest Code of the Denair Community Services District.

Designated employees shall file statements of economic interest with the agency. Upon receipt of the statements of the various designated members and employees, the designated agency shall retain the original of these statements to the place of filing, as indicated on Attachment D.

ATTACHMENT B
 CONFLICT OF INTEREST CODE
 OF THE DENAIR COMMUNITY SERVICES DISTRICT
 DESIGNATED EMPLOYEES/POSITIONS

Under provisions of the Standard Code, designated employees/positions shall file statements of economic interests. Listed below are the designated employees/positions for the Denair Community Services District and the appropriate schedules for filing:

POSITIONS	DISCLOSURE CATEGORY:
Members of the Board of Directors	I, II
Manager	I, II
Consultants	
Engineer	III
Attorney	III

ATTACHMENT C
CONFLICT OF INTEREST CODE
OF THE DENAIR COMMUNITY SERVICES DISTRICT

DISCLOSURE CATEGORIES FOR DESIGNATED EMPLOYEES/POSITIONS

CATEGORY I

All investments, investments, interests in real property income, and business positions in business entities located in or doing business in the district.

CATEGORY II

Investments and business positions in any business entity or income from any source if the business entity or source of income manufactures, distributes, or sells from supplies, machinery or equipment of the type utilized by district.

CATEGORY III

Consultants shall be included in the list of designated positions and shall disclose economic interest pursuant to the broadest disclosure category in the code and subject to the following limitation:

The Denair Community Services District may determine, in writing that a particular consultant, 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 duties and, based upon that description, a statement of the extent of the consultant's disclosure requirements. Such determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

ATTACHMENT D
CONFLICT OF INTEREST CODE
OF THE DENAIR COMMUNITY SERVICES DISTRICT
PLACE OF FILING

DESIGNATED EMPLOYEE'S POSITIONS:

WHERE: Denair Community Services District

The District shall maintain the original of each "Statement of Financial Interest" form at the District and the original Statements shall be kept in the District Office at 3850 N. Gratton Road, Denair CA.

12/19/12

2012 Local Agency Biennial Notice

BOARD OF SUPERVISORS

Name of Agency: Stanislaus Consolidated Fire Protection District

2012 JUN 13 A 10:51

Mailing Address: 3324 Topeka Street, Riverbank, CA 95367

Contact Person: Stephen Mayotte Office Phone No: 209-869-7470

E-mail: smayotte@scfpd.us Fax No: 209-869-7475

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (*Check one box*):

An amendment is required. The following amendments are necessary:

(*Mark all that apply.*)

Include new positions.

Revise disclosure categories.

Revise the titles of existing positions.

Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

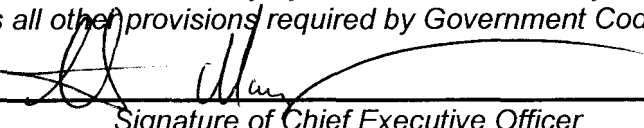
Other (*describe*) Change filing officer

No amendment is required.

The code is currently under review by the code reviewing body.

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

6/11/2012

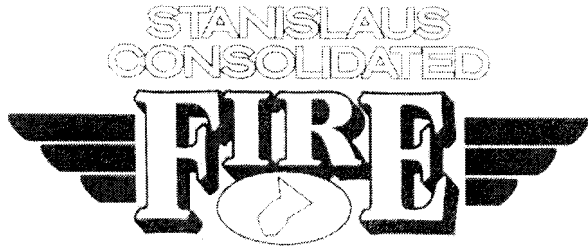
Date

Complete this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

BHANNAH@SCFPD.US



Stanislaus Consolidated Fire Protection District
3324 Topeka St.
Riverbank, CA 95367
(209) 869-7470
Fax: (209) 869-7475

9/12/12
Item 5.6

TO: President and Members of the Board
FROM: Stephen Mayotte, Fire Chief
SUBJECT: Conflict of Economic Interest Code Amendment

RECOMMENDATION:

Consideration and possible approval updating the District's Conflict of Economic Interest (COI) Code.

BACKGROUND:

The District was recently notified by the Stanislaus County Board of Supervisors Office that Stanislaus County will no longer be the designated holder of the Statement of Economic Interest Forms (Form 700). The District must amend the COI Code Attachment D to reflect our Secretary of the Board and the District as the designated holder/receiver of our personnel's 700 Forms.

The Board of Supervisors remains the Code Reviewing Body for our agency and must approve all amendments to our COI Code, the updated COI Code will be sent for BOS approval following our Board's approval. Once the BOS has approved the amendment to our COI Code, the change is official and henceforth all original 700 Forms will be filed in our office.

FISCAL IMPACT:

None

BOARD OF SUPERVISORS
2012 DEC 19 A 11:08



Stanislaus Consolidated Fire Protection District
3324 Topeka Street
Riverbank, CA 95367
(209) 869-7470
Fax (209) 869-7475

ATTACHMENT A

CONFLICT OF INTEREST CODE FOR THE

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT

2012 DEC 19 A 11:08
BOARD OF SUPERVISORS

The Political Reform Act, Government Code section 81000, et seq., requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs., Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs., Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference and along with the attached Appendix consisting of this Attachment A and Attachment B through D, in which members and employees are designated and disclosure categories are set forth, and the place of filing is specified, shall constitute the Conflict of Interest Code of the Stanislaus Consolidated Fire Protection District.

Designated employees shall file statements of economic interests with the agency. Upon receipt of the statements of the various designated members and employees, the designated agency shall make and retain a copy and forward the original of these statements to the place of filing, as indicated on Attachment D.

ATTACHMENT B
CONFLICT OF INTEREST CODE FOR THE
STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
DESIGNATED EMPLOYEES/POSITIONS

Under provisions of the Standard Code, designated employees/positions shall file statements of economic interests. Listed below are the designated employees/positions for the Stanislaus Consolidated Fire Protection District and the appropriate schedules for filing:

<u>POSITIONS:</u>	<u>DISCLOSURE CATEGORY:</u>
Fire Chief	I, II
Deputy Chief	I, II
Consultant(s)	III

Officials who manages Public Investments:

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200:

Members of the Board of Directors

ATTACHMENT C
CONFLICT OF INTEREST CODE
OF THE STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
DISCLOSURE CATEGORIES FOR DESIGNATED EMPLOYEES/POSITIONS

CATEGORY I

Investments and business positions in business entities which have contracted to provide, or have provided, the district with services, supplies, materials, machinery or equipment, and income from any such entity other than a public agency.

CATEGORY II

Investments in business entities which do business, plan to do business, or have done business in the district within the past two (2) years, and all interests in real property located in whole or in part: (1) within the boundaries of the district, (2) within two (2) miles of the boundaries of the district, or (3) within (2) miles of any land owned or used by the district, including any leasehold, beneficial or ownership interest, or option to acquire such interest in real property, but not including real property which is used principally as the residence of the filer.

CATEGORY III

Consultants shall disclose, pursuant to Category I and II, subject to the following limitation:

The Stanislaus Consolidated Fire Protection District may determine, in writing, that a particular consultant, 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 duties and, base upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

ATTACHMENT D
CONFLICT OF INTEREST CODE FOR THE
STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
PLACE OF FILING

DESIGNATED EMPLOYEES/POSITIONS:

Where: Stanislaus Consolidated Fire Protection District

The District Secretary of the Board is the designated holder/receiver of District Statement of Economic Interest Forms (Form 700's). The District will retain a copy of filed Form 700's at the District Administrative Headquarters, 3324 Topeka Street, Riverbank, CA 95367.



Stanislaus Consolidated Fire
Protection District
3324 Topeka St.
Riverbank, CA 95367
(209) 869-7470
Fax: (209) 869-7475

MINUTES

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING

Date: Wednesday, September 12, 2012
Time: 6:00 p.m.
Place: Station 36, 3318 Topeka St., Riverbank, CA.

BOARD OF DIRECTORS

Charles Turner, President
Dave Woods, Vice-President
Michelle Guzman, Director
Shayne Strasser, Director
Vacant, Director

CHIEF

Stephen F. Mayotte, Chief
William Ross, District Counsel

1. CALL TO ORDER

- 1.1 Welcome and Instructions by the President. The meeting was called to order at 6:13 p.m. by Pro Tem Director Woods, followed by the pledge of allegiance.
- 1.2 Roll Call of Board Members – Roll Call by Chief/Clerk of the Board; Stephen Mayotte; Present - Directors Woods, Guzman, Strasser; Chief Mayotte. Absent – President Turner.
- 1.3 Correspondence – City of Waterford sent a thank you letter to the District and Engineer Nichols for providing CPR training to all city employees. Directors Woods and Strasser showed interest in taking a CPR class. Chief Wapnowski stated that the District can make arrangements for the Board members to become CPR certified.

2. APPROVAL OF CONSENT CALENDAR – *Items on Consent Calendar may be pulled from the Consent Calendar and discussed at the request of a Director.*

2.1 Approval of Agenda – September, 2012, Regular meeting

Action Taken: Motion by Director Strasser, seconded by Director Guzman, to approve the September 12, 2012 Agenda as presented. Carried 3/0 by roll call vote.

2.2 Approval of Minutes – August 2012, Regular and Closed Session Report

•Director Woods asked Chief Mayotte if the District has a Strategic Plan. Chief Mayotte replied that there is a "draft" Strategic Plan and he would forward it to the Board members.

•Director Guzman asked if the public requests was completed and sent to the requesting party from the previous months. Chief Mayotte stated that the documentation was provided by Mr. Ross office for the public records requests.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to approve the August 2012 Minutes as presented. Carried 3/0 by roll call vote.

2.3 Approval of Warrants – September 2012

•Director Guzman inquired about reimbursement for another laptop for another Captain. Director Guzman asked if this is standard practice to reimburse employees for purchases of laptops. Chief Mayotte explained that in this case, yes. Depending on how the item is purchased, if the District purchases on the District credit card, then no reimbursement but if the employee purchases it themselves, we will reimburse for the item. It also depends on what the project is that would require it.

•Director Woods asked what is the reason for this laptop. Chief Mayotte explained that this laptop is for the River Rescue Boat Program and the Personal Protective Equipment Program.

•Director Guzman asked how the reimbursement procedure is handled and by whom. Chief Mayotte explained that the reimbursement request generally goes to a Chief Officer or directly to Chief Mayotte for approval.

•Director Woods asked if the District has any extra laptop around that can be utilized. Chief Mayotte stated that all laptops have already distributed.

•Director Woods asked for explanation on check # 36522. Chief Mayotte explained that is the command box for the new staff vehicle. This is used for various radios that are mounted, to make the vehicle an Incident Command vehicle. The new staff vehicle has arrived in Sacramento but we haven't taken possession of it yet.

•Director Strasser asked how many IC vehicles are in the District. Chief Mayotte replied that typically there is a vehicle for each Battalion Chief, Deputy Chief and Fire Chief. There will be one spare left that will go into the motor pool as a reserve vehicle to use as needed.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to approve the August Warrant list. Carried 3/0 by roll call vote.

2.4 Stanislaus County Signature Authorizations – Adopt Resolution 2012-06 authorizing changes/updates in the Stanislaus County Auditor's signature list.

Action Taken: Motion by Director Strasser, seconded by Director Guzman, to approve and adopt Resolution 2012-06 authorizing the changes/updates in the Stanislaus County Auditor's signature list. Carried 3/0 by roll call vote.

3. PUBLIC COMMENT PERIOD –

•Secretary Ehrenberg addressed the Board to discuss his concerns from the last Board meeting. Mr. Ross provided Mr. Ehrenberg with his response of the District position in regards to the violation of the Brown Act claim that he brought forth in previous Board meetings.

•Director Guzman asked for a copy of Mr. Ross's response letter. Mr. Ehrenberg stated he did not bring copies as he understood that Mr. Ross would provide it to the Board members.

Mr. Ehrenberg stated that after reviewing the response from Mr. Ross, he still strongly disagrees.

Mr. Ehrenberg passed out a handout (Exhibit "A") to members of the Board, Chief Mayotte and the audience. Mr. Ehrenberg believes that the references that Mr. Ross is referring to are not appropriate. Mr. Ehrenberg stated that going into closed sessions on multiple occasions it has been hit or miss on what items have been announced and what specifically the items of discussion as you go into closed sessions. Mr. Ehrenberg states that he has video copies of every Board meetings going back many months. Each of these videos varies in range in introduction and it's specification on what is being discussed. Specifically the meeting of the violation, the item was referred to as the Admin. Contract. At another time it was referred to as the Admin/Non-Safety Contract. Another time it was referred to as the Admin. Contract again. Due to the various introductions on this item for closed session, it has created varying interpretations on what that specific item could be. Mr. Ehrenberg referred back to the Board Minutes of May 10th, where it clearly states that action taken was to approve the New Prevention MOU Contract in closed session. Also, Mr. Ross states that because these contracts were discussed in two consecutive meetings and then in turn subsequently separated into two separate contracts, it was allowed because it was agendaized appropriately on the previous meeting minutes. Mr. Ehrenberg refers to his handout, page 58, Gov't Code 54954.2 (a) to substantiate his violation claim. Mr. Ehrenberg states that if an item is not on the agenda, it can not be discussed in closed session. The Board can state out of closed session, that at the next Board meeting we are going to agendaize the adoption of a new future MOU Contract. It was never discussed going into closed session so it can not be discussed or adopted at that meeting. Mr. Ehrenberg further states that Gov't Code 54954.2 (a) (3) doesn't meet the qualifications for this contract in closed session. Mr. Ehrenberg refers to the handout, page 60, Gov't Code 54954.5 for Safe Harbor Agenda for Closed Sessions government code descriptions. Mr. Ehrenberg continues to refer to handout, page 63, Gov't Code, page 62 & 63, Gov' Code 54957.6-Conference with Labor Negotiators code description. Whereas this code specifically states that the agenda must specify position title of Unrepresented employee who is the subject of the negotiations. Mr. Ehrenberg believes that this issue warrants further review from the Board of Directors and possibly a second opinion from legal counsel.

•Director Woods asked Mr. Ehrenberg if he was suggesting that anything done in those particular closed sessions is null and void at this time.

•Mr. Ehrenberg replied that they were inappropriately done. If they were inappropriately done, then there was a Brown Act violation going into and coming out of closed session, and it wouldn't be an approved contract.

4. **PRESENTATION PERIOD** – None

5. **ACTION ITEMS** –

5.1 **Board Officer Appointments** – Discussion and appointment of a Board Member to the vacant Board Vice-President position.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to recommend and approve Director Woods as Board Vice-President. Carried 3/0 by roll call vote.

5.2 **SRA Fee Opposition with Resolution 2012-07** – Consideration and possible approval of Resolution 2012-07, opposing the newly implemented State Responsibility Area (SRA) fees, which will impose an additional financial burden on its constituents without providing additional fire services.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to approve Resolution 2012-07, opposing the newly implemented State Responsibility Area (SRA) fees, which will impose an additional financial burden on its constituents without providing additional fire services. Carried 3/0 by roll call vote.

5.3 **WestAmerica Bank Account Signatures** – Update the authorized signers on file with WestAmerica Bank for the various District accounts.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to approve and update the authorized signers on file with WestAmerica Bank for the various District accounts as presented. The following accounts exist at WestAmerica Bank: 181-01306-1-General Checking, 181-07449-3-Capital Facilities (8104), 181-00315-1-Payroll Account, 181-01322-8-CEQA Riverbank, 181-00422-7-CEQA Waterford, 181-01314-5- Grant Fund, 181-00406-0-Development Fee Waterford, 181-00414-4-Development Fee Riverbank, 181-00380-7-Social Hall Station 36, 181-00372-4-CPR Fund. The following signers are authorized for all accounts: Board President Charles Turner, Director Michelle Guzman, Vice-President Dave Woods, Director Shayne Strasser, Chief Stephen Mayotte, Deputy Chief Mike Wapnowski, Battalion Chief Paul Spani, Battalion Chief Eric DeHart, Battalion Chief Kevin Wise, and Battalion Chief Rick Bussell. The required number of two signers will remain the same, once of which must be a Board Member. Carried 3/0 by roll call vote.

5.4 **Final Year End Budget – FY 11-12** – Consider approving the final year-end budget for fiscal year 11-12.

•Director Strasser asked Chief Mayotte for explanation on the Oakdale Coverage Revenue. Chief Mayotte explained this revenue was from last fiscal year for the Battalion Chief coverage in Oakdale. Chief Mayotte also explained that this fiscal year the Oakdale Coverage will now include SCFPD Captains that qualify for this program.

•Director Guzman asked what is done with the money left over from under budget salaries. Chief Mayotte explained that the money left over from the end of the year generally stays in the general fund account and is used to operate on. Chief Mayotte also explained that this money left over is what helps the District to becoming closer to being non-reliant on dry period funding from the County.

•Vice-President Woods asked what the Finance Specialist is. Chief Mayotte replied that it is the finance person, which is Maria and she is a temp.

•Vice-President Woods asked if the District is going to make her a non-temp employee. Chief Mayotte stated that the position will be filled. Chief Mayotte explained that he is looking into the future of the merged headquarters and if there will be a need for a finance specialist or something less, like an Admin. II. Also if we put all personnel under one roof then I would question if that position needs to be filled permanently or part time at the same level or at a lesser level.

•Director Guzman asked how long this position has been filled by a temp. Chief Mayotte replied it has been over a year and a half.

•Vice-President Woods asked if this was fair to keep her as a temp. Chief Mayotte explained that she is employed by Account Temps and she is not a District employee and she receives her benefits from another agency. The District pays Account Temps and she is their employee.

•Vice-President Woods stated he is still confused on the Oakdale "thing" revenue. How much does the District receive from Oakdale, do we get \$32,000? Chief Mayotte replied, No, this is Oakdale coverage from last year, prior to the new contract start.

•Director Guzman stated that Oakdale total revenue is approximately \$234,000. Director Guzman asked Chief Mayotte if he knows how much the District spends for this coverage. Chief Mayotte stated that he does have the cost penciled out. Chief Mayotte also explained that the \$244,000 between the two agencies is their percentage of total cost for the Fire Chief, 40 hour Battalion Chief and some administrative costs.

•Director Guzman asked if there are there any SCFPD employees permanently stationed in Oakdale. Chief Mayotte replied yes, Chief Wapnowski and Chief Wise are stationed in Oakdale. Director Guzman stated that SCFPD is sharing in the expense for these employees to be there, so what is the benefit for Consolidated for this? Chief Mayotte stated that the work of the two employees also benefit Consolidated as well. This includes daily operations, training and their work goes out to all three agencies. Chief Wapnowski is in charge of operations and training. Chief Wise duties are administrative, H.R., and personnel.

•Vice-President Woods asked if Chief Wise is from Oakdale. Chief Mayotte confirmed that he was hired from Oakdale.

•Director Guzman stated that the #6020 account budget went down. Chief Mayotte explained that #6020 Clothing & personal Protective Clothing account is now at \$43,000 and that is due to removing the money for the Intern Program that was removed. Director Guzman asked if this doesn't affect current personnel. (No response or unable to hear response)

•Director Guzman asked for an explanation on #6140 Professional and Specialized Services account. Chief Mayotte explained that #6140 account includes: Accounting costs, Legal costs, Negotiations cost, Fire RMS fees, Willdan Assessment costs and any special services that we would hire out for typical routine duties or programs through out the year.

•Vice-President Woods asked for explanation on #7808 Map Book account and why we still have this if the District has GPS on all units. Chief Mayotte explained that when the MDC units go down, the crews will refer back to the map books.

•Director Strasser asked about # 7804/7806 accounts in regards to why the District is not pursuing grants. Chief Mayotte stated that we pursue grants on occasion but it depends on the needs and the funding available. Grants are not always easy or successful. Chief Mayotte feels that the grants need to be a good expenditure and not just putting in for "widgets". We don't put in for a grant just because it is available, so we don't always pursue grants. Chief Wapnowski stated that he has just put in for two grants. One for firefighter personnel and one for SCBA equipment. Chief Wapnowski stated that the Cal Fire Grant and the AFG Grant funding are getting less and less. The funding is being slashed each year. Chief Mayotte explained that the Cal Fire Grants are geared toward volunteer agencies and are a 50/50 match, with usually a \$10,000 cap. We have benefited from the Cal Fire Grants for the last 3 or 4 years and I believe they will focus on another agency. The SCBA Grant is a county wide grant and we have decided to host. Most county wide Grants are rotated by agency on who to host the Grant. Grants involve a lot of personnel time and work to ensure it is submitted timely and qualifies.

•Director Guzman asked if the Interns have funds budgeted for them since the #6024 account was removed. Chief Mayotte explained that he budgets \$5,000 annual for the current Volunteers Intern program. Captain Gardner is in charge of the PPE program.

•Director Guzman asked about # 6032 Cellular Service account, specifically what position uses the spare cell phone for staff. Chief Mayotte replied that it used to be for the finance position but we keep it as a spare.

•Vice-President Woods asked if the Auditor will come in and audit the financial books and confirm the actual year end balance and if this year end balance is a carry over amount from last year. Vice-President Woods asked how much of this is restricted funds. Chief Mayotte confirmed that the formal audit usually starts in October and will have it before the Board in February the next year. Chief Mayotte also stated that this is his estimate of the year end balance and it is carried over monies from last year. Chief Mayotte stated that none of this carry over amount is restricted. Chief Mayotte stated that the

restricted funds are the CEQA and Impact revenue from development fees. Chief Mayotte went on to explain the difference of CEQA and Impact fees and the EIR study. Vice-President Woods asked what the District does with this money. Chief Mayotte explained that this money stays in the designated accounts. These funds can be used for additional fire stations, facilities or equipment. We can't use these funds for salaries. Vice-President Woods stated that there is a lot of money in the CEQA accounts and asked if we are planning on building a new fire station soon. Chief Mayotte replied that there is a fair amount of CEQA funds and he also stated that he would love to build a new station but the problem is staffing it, since that money can not be used for salaries. Chief Mayotte stated that it typically needs about 1 million dollars a year just for staffing a fire station.

•Director Guzman asked if the increase money for the #6166 account is for updating the computer licensing. Chief Mayotte stated this is for the annual licensing for various computer programs and we will be updating some of the computer software programs. We are currently using Office 2003. The I phones with the I cloud program need at least 2007 or 2010, so I would like to update Office 2010 and the same with the operating system. We are still on XP and I would like to go to Window 7 on this program as well. Director Guzman stated that she has been informed that Microsoft Word is going to be offered free in the next few weeks, so her employer is holding off updating programs. Chief Mayotte stated that he is now aware of this but he isn't going to go out and purchase these updates in the next few days. Chief Mayotte asked Director Guzman to share any valid information regarding this and if it is offered free, we will hold off for a few months for any updates.

•Director Guzman asked about #6172 Regional Fire Training Center account. She stated that is a large amount to budget and would like to know if this is utilized enough for the amount we pay. Chief Mayotte reported that the contract is actually up and it is being discussed. They have discussed billing us no more than what we paid last year. Each participating agency pays a percentage based on your size and your budget. Chief Mayotte stated that it is a nice facility with a nice burn tower and we don't use it as much as we could, mostly due to the location. He would hate to see it go away but understands that we don't want to be overcharged either. They would like a year extension for the contract to give some time to see what other options they can come up with or other ways to allocate these costs. Some agencies that left participation are able to utilize the facility on a pay as you use. Director Guzman asked when they bill out for this contract. Chief Mayotte stated that they typically bill the agencies at the end of June but they have held off because the contract expired June 30th. Chief Mayotte stated they he will participate in the discussions for the new contract. There are some other issues with the RFTC as well. Updating some equipment, classrooms and some infrastructure that goes along with this as well. The Yosemite Community College picks up 60% of the costs. The remainder 40% is paid by Stanislaus County and Modesto City. We pay a portion of that 20% from Stanislaus County fire agencies. That is how it been historically for the last 20 years. Chief Mayotte stated that SCFPD would remain in the discussions and continue for the next year to keep the doors open. The next contract will be for only 5 years.

•Director Guzman asked how many times in the last year that SCFPD used the RFTC facility. Chief Mayotte was unable to answer. Chief Wapnowski replied that it has been less than 10 times.

•Director Strasser asked if SCFPD has our own academy for new hires. Chief Wapnowski answered yes. When a new employee is hired, there is a training academy that takes place. The training is a month long, 40 hour period and then they will go out to the stations to shadow there. Chief Wapnowski explained that there has been talk about all fire agencies combining new hire training, to help eliminate some of the various trainings and instructors that take place now. Director Guzman stated that she would hate to see paying this hefty amount of money and not utilizing the facility. As compared to the LaGrange Fire Station lease, where we pay and no one is using it. Chief Mayotte feels there are some benefits to participating in the RFTC, as we use the facility for meetings, new hire and promotional assessments. We would like to use it more but it is just a challenge to get a unit over there and coverage as well. Vice-President Woods asked if the \$20,500.00 is budgeted for in case we use it or is there a contract now. Chief Mayotte stated this amount is the same as last year and they want to put together a one year contract until they can have these discussions. Director Guzman asked if by voting on the budget, this would mean agreeing to the one year contract. Chief Mayotte stated No, this is just putting budget money in this account. We are not discussing the RFTC contract.

•Director Guzman asked what is considered minor equipment in # 6181 firefighting equipment account. Chief Mayotte stated that typically anything that falls under \$500, but if something falls around \$600 then

it would fall in there as well. Vice-President Woods asked for an example. Chief Mayotte explained that if a nozzle was \$515, it would still fall in there. Director Guzman asked if the \$500 was a hard rule. Chief Mayotte explained that many things can be put in there at a couple thousand dollars because each item was only \$100 but you might purchase 12 of them. Anything that is not considered quite a capital expense like \$5,000 will be put into #7801 account.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to approve the Final Year End Budget FY 11-12. Carried 3/0 by roll call vote.

5.5 Final Budget 2012 - 2013 – Consider adoption of Resolution 2012-08 adopting the Final Budget for FY 2012/2013.

•Vice-President Woods asked about the Administrative Assistants positions in #5010 account. He asked Chief Mayotte if the District is going to hire for the Finance position. Chief Mayotte explained that the Finance position has been down graded to an Admin. Assist. position. The reason being is when we move this partnership forward with the Oakdale agencies, there will be enough expertise and staff between all personnel. If everyone is under one roof, then we will have multiple people to handle payroll and payables. Danielle at Oakdale Rural has been doing the same work at her agency that Maria is currently doing for us. We now have a 40 hour Administrative Battalion Chief who can now assist the administrative duties or it can still fall on me. Chief Mayotte also stated that there is enough administrative management to oversee the finances and feels that position can be eliminated.

•Vice-President Woods asked what the Part Time Station Runner position is. Chief Mayotte replied that is a new position that he came up with and it is not filled yet. This position will be a 20 hour week position that will run station errands.

•Director Guzman asked if these positions will come before the committees along with the merged headquarters. Chief Mayotte replied, yes and he was going to discuss the merging of all 3 agencies together in his Chief's report. This discussion will also be on the agenda for the Ad Hoc committee.

•Vice-President Woods asked what #5016 FLSA means. Chief Mayotte explained it stands for Fair Labor Standard Act. FLSA pertains to the firefighters, they are allowed to work 53 hours a week and any time over that is paid at time and half. So the 56 hours firefighters get 3 hours of FLSA built in to their pay at time and half. This is a piece of their salary but we break it out to show the FLSA.

•Vice-President Woods asked why #6149-1 CFD and/or Partnership Study account is budget at \$15,000. Chief Mayotte explained that this is just a place holder. If this occurs it would be a development fee transfer. We actually haven't used any money from this in awhile. Vice-President Woods asked if this money is considered carry over money. Chief Mayotte stated this money is not carry over money. If we are not going to transfer the money out of another account to fund it, like from special revenue. The expenditure will only take place if the transfer takes place and we need it.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to approve Resolution 2012-08 adopting the Final Budget for FY 2012/2013. Carried 3/0 by roll call vote.

5.6 Conflict of Economic Interest Code Amendment – Consideration and possible approval updating the District's Conflict of Economic Interest (COI) Code.

Action Taken: Motion by Director Strasser, seconded by Director Guzman, to approve updating the District's Conflict of Economic Interest (COI) Code. Carried 3/0 by roll call vote.

5.7 Supreme Court Granting Review of Case # 207 Cal. APP. 4th 446 – District Counsel has requested the Stanislaus Consolidated Fire Protection District Board of Directors authorize a letter of support for the City of Hayward Petition of Review requesting the California Supreme Court grant review of the Court of Appeal Opinion entitled "City of Hayward v. Trustees of the California State University, 207 Cal. App. 4th 446.

•Vice-President Woods stated that we need to see what Mr. Ross, District Counsel charges the District to prepare this letter of support. Chief Mayotte stated that the charge should be a minimal to no charge.

Action Taken: Motion by Director Guzman, seconded by Director Strasser, to approve and authorize a letter of support for the City of Hayward Petition of Review requesting the California Supreme Court grant review of the Court of Appeal Opinion entitled "City of Hayward v. Trustees of the California State University, 207 Cal. App. 4th 446. Carried 3/0 by roll call vote.

5.8 Labor Negotiations – Consideration and possible adoption of Deputy Fire Chief and/or Fire Chief Contract's; pending consideration of closed session items 9.1 and 9.2.

6. **FINANCIAL REPORT** – Presented as discussed by Chief Mayotte with a current report.
- Chief Mayotte noticed that #6120 Miscellaneous Expense account appears to be an error and he will have Finance correct this for the next Board meeting report.
 - Vice-President Woods asked about St 35 La Grange lease. Chief Mayotte stated that there is always the possibility of closing the La Grange station but it would not go over very well in that community. Chief Wapnowski routinely goes up to the community meetings and asks if there are any volunteers to help staff this station. There just isn't anyone willing to step up to volunteer, so we don't have the staff. Vice-President Woods does want to have a discussion regarding the La Grange station. Chief Mayotte suggested this discussion be put to the Facilities committee and then bring it back to a Board meeting.
 - Chief Mayotte stated the new command vehicle for the Battalion Chief is in and waiting to be picked up.
 - Vice-President Woods asked if the District implements the Board Policy where it requires two Board Member signatures for any check over \$2,500. Chief Mayotte replied that is the Board's decision or we can rewrite the Board Policy. Chief Mayotte stated that it also depends on how often a Board member wants to be bothered to come and sign checks. Vice-President Woods stated he understands but the policy needs to be followed or revise the policy. He would like this policy brought to the next Board meeting. Chief Mayotte stated he would email the Board policy to each of the Board members for review. Chief Mayotte stated that there are many items in this policy that are no longer valid and need to be removed. This policy is long overdue for an update.
 - Vice-President Woods requested a copy of the policy that states how often the Board members are reimbursed for attending the Board meetings. Chief Mayotte explained that the Board members get paid up to two meetings a month. Vice-President Woods would like to review this policy as well. Chief Mayotte believes this is in the Board members handbook but will also send this to the Board members.

7. **STAFF/COMMITTEE REPORTS**

7.1 Chiefs' Report –

- ISO is out for Oakdale City Fire and because we are merged headquarters there may be a chance that this will affect SCFPD as well. It has been awhile since we have been reviewed so I am quite sure we will be next. Chief Wapnowski and I spent all day with him and it was an interesting learning experience. If Oakdale can maintain the rating of 4/9, it will be considered a win. If the rates go down then the insurance policy rates will be cheaper for homeowners. Obviously if the rates go up the insurance policy rates will increase as well.
- There has been some IT issues with the computer, mostly due to the new file server and the new backup server. Installing the new servers looks like it created a domino effect but they are working on these issues. We will take care of a new terminal server next fiscal year. We had an issue with Station 31 not having internet service but that turned out to be AT&T issue and has been repaired.
- In regards to the merged headquarters; I have given Chief Wapnowski and Chief Wise the task of looking into some options to put all administration at one location or under one roof. They are looking at available office space for lease, potentially remodeling Fire Station 1 and putting a modular building behind the Fire Station in Oakdale. The modular option looks like the best way to go. We haven't been able to find anything within our District. What office space we have found, the leases are averaging \$4,000-\$5,000 a month. We still need to talk to Oakdale Rural Board members and have the Facilities committee input as well. The two Chiefs would have their office inside the Fire Station but it looks like we can purchase a modular building large enough to put all the administrative staff in under one roof. The cost for the modular is about \$176,000 and the cost will be shared between the three agencies. We will put together a formal package with the figures and present it to the Board. We are still gathering the information. There will be other costs involved, such as furnishings, moving, servers and infrastructures all need to be considered as well.
- Director Guzman stated that she would like the Facilities committee involved in this process.

7.2 Branch Report – Operations

- Chief Wapnowski reported 268 calls in the month of August. There were multiple significant structure fires, multiple water rescues and we had strike teams deployed out to north and south ends of the state.

- The community events scheduled; Gallo Fireworks shoot, multiple school presentations in the District, CPR instructions and CERT program. The CERT program has been cancelled due to low attendance response. Engineer Hankins is heading the CERT program and we are joining Modesto and a few other agencies.
- The District events; ladder testing is coming up, the turn out testing is just about to complete, the new truck committee is working with GPO to qualify so we don't have to go out to open bid. We should get the cheapest rate on the market. The committee has done a great job working with the vendors and coming up with a nice spec. They will need to go back and take a look at a few things and work on some prices with equipment. We should have a solid spec with a solid figure for the Board to review soon.
- Employee Annual Physicals are almost complete, we have a Battalion Chief meeting monthly to cover operational issues that come up during the month, and the shifts will start a Captain's meeting each month in the near future.
- You are aware of the new BC command vehicle. We should take possession soon.
- The MDC units are due for a reimagining and Chad with MRFA is taking care of this, the portable radios are getting reprogrammed with the State compliance changes.
- The new Engineer Probation training is ongoing and Cpt. Cripe has been working diligently with them for the last couple weeks. Their training will last about 4-5 weeks until completed.
- The Oakdale Fire agency has their ISO review and that is now completed.
- Current Committees are; County Resource Sharing had a meeting for the first round of policies will be out to all agencies participating this month. Communication Advisory Committee meeting was held yesterday. Discussions on station apparatus numbering restructure. The committee from all the numerous participating agencies will need to come up with one standard numbering system for the county fire agencies.
- The Intern program has done a lot of work trying to mold all three agencies into one program. There were multiple programs researched and we will be discussing what we feel will work best at the next meeting.
- The three agency Operational Committee meets monthly. We are working through the day to day issues. We are still working on the two agencies that have never had Battalion Chiefs working out some internal issues to make operations run day to day.
- The SOP Committee came back in formation. We will discuss on to integrate the information from the Regional Resource Sharing Committee. So we can bring all three agencies together under one set of SOP's.

7.3 Branch Report – Training

- Chief Mayotte reported the training summary is in the agenda packet. The training hours looks to be up from last month. Online training is always ongoing. Captain Gardner and Engineer Autry have done an outstanding job with the Water Rescue Team proficiencies. There are upcoming trainings are listed on the report as well.

7.4 Branch Report – Prevention

- Chief Mayotte reports the biggest project right now is the new senior center building in Riverbank. There was a little mishap by the developer and we had a discussion about it. They started placing the solar up before they discussed it with us. We have worked that out and that project should wrap up in about 3 or 4 months. This is a grant funded development, otherwise we probably wouldn't see a project this size. We had a few water issues out in the country areas. Next month will be Fire Prevention month, so Inspector Koelmans has ordered all the supplies for this month event at the local schools. We offer fire prevention to all the schools in our District and most take us up on it. The engine crews will go out to all the schools that participate and are scheduled.

7.5 Stanislaus Consolidated Firefighters' Union Report –

- Captain Whorton reported that the "Fill the Boot" campaign was successful. Union 3399 would like to thank the District for allowing them to use the fire truck. There was over \$6,500 raised for this event and they were able to send a couple of kids to burn camp as well.
- Earlier in the meeting, Chief mentioned that the District had saved money from the open positions last year. There are still two vacant positions right now and per the MOU contract is reads 60 days to fill those positions. Captain Whorton asked if these positions will be filled in the 60 days. Chief Mayotte answered "umhmm". Captain Whorton asked if he was looking at hiring a Firefighter and a Captain. Chief stated that we would be promoting a new Captain and hiring a Firefighter. Captain Whorton asked when Chief would be filling these positions. Chief Mayotte replied within the next two weeks.

7.6 Unrepresented Employees' Report – None

7.7 Interns' Report – None

7.8 Board Member Comments –

•Director Guzman apologized for being tardy and thanked the Board for waiting.
•Vice-President Woods asked Chief Wapnowski if he can attend the next CPR training. Chief Wapnowski Stated that the District can provide CPR training for all Board members. Chief Mayotte commented that in order to have all the Board members present for CPR, the meeting must be agendized and it must be posted in advance. Vice-President Woods suggested that CPR training can be separated out for the Board members.

8. ANNOUNCEMENTS

8.1 Next regular SCFPD Board Meeting – October 11, 2012 at St. 36, Riverbank, Ca.

9. **CLOSED SESSION** – Adjourned to closed session at 8:31 p.m.

9.1 Labor Negotiations – Deputy Fire Chief Contract – Pursuant to Gov't Code 54957.6 (b)

9.2 Labor Negotiations – Fire Chief Contract – Pursuant to Gov't Code 54957.6 (b)

9.3 Confer with District Legal Counsel – Potential Litigation (8 matters) – Pursuant to Gov't Code 54956.9 (b)

9.4 Confer with District Legal Counsel – Existing Litigation – Pursuant to Gov't Code 54956.9 (a).

(1) Matthew W. Condit v. Stanislaus Consolidated Fire Protection District, et. al; Stanislaus County Superior Court Case No. 664205

(2) John Smith v. Stanislaus Consolidated Fire Protection District; Department of Fair Employment & Housing Case No. E201011H0496-00-ae/37AB107063

9.5 Confer with District Legal Counsel – Unpaid assessments – Housing Authority/Army Ammunition Plant – Pursuant to Gov't Code 54956.9 (c)

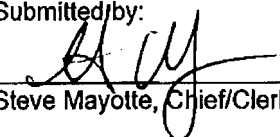
9.6 Confer with District Legal Counsel – Potential Litigation – Stanislaus County Civil Grand Jury Report - Pursuant to Gov't Code 54956.9 (b)

10. **RETURN TO OPEN SESSION** – The Board of Directors reconvened from a properly agendized closed session at 8:55 p.m.

11. **REPORT UPON RETURN FROM CLOSED SESSION** – There was no reportable action.

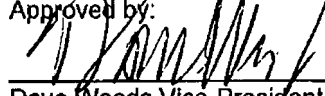
12. **ADJOURNMENT** – The meeting was adjourned at 8:56 p.m.

Submitted by:


Steve Mayotte, Chief/Clerk/Treasurer

10-18-12
Date

Approved by:


Dave Woods Vice-President

10/11/12
Date

2012 Local Agency Biennial Notice

BOARD OF SUPERVISORS

Name of Agency: Stanislaus County Fire Authority
Mailing Address: 3705 Oakdale Rd Modesto Ca 95357
Contact Person: Mimi Jackson Office Phone No: 552-3862
E-mail: mjackson@stancoes.com Fax No: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:

(Mark all that apply.)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
- Other (describe) filing office
- No amendment is required.
- The code is currently under review by the code reviewing body.

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

[Signature]

Signature of Chief Executive Officer

10/18/12
Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

**CONFLICT OF INTEREST CODE FOR THE
STANISLAUS COUNTY FIRE AUTHORITY**

The Political Reform Act (Government Code section 81000 et seq.) requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs., tit. 2, ' 18730), which contains the terms of a standard conflict of interest code that can be incorporated by reference in an agency=s code. The State standard conflict of interest code may be amended by the Fair Political Practices Commission after public notice and hearings 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 and, along with the attached Appendix designating officials and employees and establishing disclosure categories shall constitute the Conflict of Interest Code of the Stanislaus County Fire Authority.

Designated employees shall file statements of economic interests with the Stanislaus County Fire Authority, that shall, upon receipt of the statements of the various designated members and employees, ~~make and retain a copy and forward the original of these statement at the administrative office at 3705 Oakdale Road, Modesto, CA 95357s to the Clerk of the Board of Supervisors at 1010 Tenth Street, Suite 6500, Modesto, California 95354.~~

STANISLAUS COUNTY FIRE AUTHORITY

APPENDIX TO THE CONFLICT OF INTEREST CODE

A. DESIGNATED POSITIONS

Listed below are the designated positions for the Stanislaus County Fire Authority and the appropriate disclosure category for reporting financial interests for each position.

<u>Designated Positions</u>	<u>Disclosure Category</u>
Member Agency Representative	1, 2
Member Agency Alternate Representative	1, 2
County Counsel	1, 2
Consultants	3

B. DISCLOSURE CATEGORIES

Disclosure Category 1

All sources of income, including gifts, loans and travel payments, interests in real property and investments and business positions in business entities located in or doing business in Stanislaus County.

Disclosure Category 2

All investments and business positions in business entities and sources of income, including gifts, loans and travel payments, which provide supplies, materials, machinery, equipment, leased facilities or services, including training or consulting services, of the type utilized by the Stanislaus County Fire Authority or the Stanislaus County Fire Warden.

Disclosure Category 3

Consultants shall disclose pursuant to Disclosure Category 1, subject to the following limitation:

The Chief Executive Officer of Stanislaus County may determine in writing that a particular consultant, 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 duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Stanislaus County Fire Authority
Regular Meeting Minutes
December 6, 2012– 8:30 a.m.
Regional Fire Training Center – Modesto, CA

1. Chief Skiles called the meeting to order at 8:35 a.m. The flag was saluted.

2. **Roll Call:**

The following agency representatives were present:

City of Ceres	Chief Nicholes
Denair Fire District	Chief Doerkesen
Keyes Fire District	Chief Klevmyr - late
City of Modesto	Chief Slamon
Mountain View Fire	Chief Melo
Oakdale Fire District	Chief Mayotte
City of Patterson	Chief Hall
Salida Fire District	Chief Skiles
Stanislaus Consolidated	Chief Mayotte
Stanislaus County	Chief Hinshaw
City of Turlock	Chief Lohman
West Stanislaus Fire	Chief Hall
Woodland Ave Fire	Chief Pasalaqua

Also Present: Ken Slamon, Chad Homme, Mimi Jackson, Modesto Regional Fire Authority; Marilyn Smith, MVEMSA

Guests- Pedro Mendez and John Sola, Modesto Community College District

3. **Public Comment:** None

4. **Approval of Minutes:** Chief Mayotte made motion to approve the minutes of the September 2012 meeting, Chief Nicholes seconded the motion. Motion was passed.

5. **Staff / Committee Reports**

- 5.1 Management, Fiscal, Legislative- Chief Skiles spoke on the report from Legislative Analyst Office regarding property taxes in California. It is very comprehensive document with valuable information. He also spoke briefly on the State's fire tax and the effects it may have in some of the districts within the SRA. There have been questions from residents that reside in the SRA. Diablo Grande is looking at getting out of the SRA. Chief Lohman and Chief Hall reported on the Fire Districts Association (FDAC) and Cal Chiefs conferences and some of the issues that were discussed. ISO is evaluating several of the agencies in the County. The cities of Newman and Oakdale have had their reviews recently. There is a class on ISO coming up on January 14th in Clovis.
- 5.2 Fire Investigations- Reports for August-October were distributed. There was discussion regarding gas explosions due to appliances being stolen and gas left on.
- 5.3 Fire Prevention- Report was provided for August-October. Any questions, contact Chief Payton.
- 5.4 Fire Communications- Chad Homme provided a written and verbal report. He has been working on an issue with SR911 that affected the on duty personnel in the MDC system, there has been work done on narrow-banding, hip-link training was provided at the Communications Advisory Committee, He discussed how the weather causes bleed-over on our communications system.

6. **Agenda Items**

- 6.1 Conflict of interest-The Conflict of Interest statement has to be reviewed on a biennial basis. This year there is an amendment required regarding the filing office. In the past the Form 700 was filed with the administrative office of the Fire Authority and then to the Board of Supervisors. The amendment makes the administrative office the final filing location of the forms. Chief Mayotte votes to approve the amendment, Chief Nicholes seconded the motion. Motion was passed.
- 6.2 Regional Fire Training Center- The 20 year agreement between the City, County, Fire Districts and the Community College District regarding the Regional Fire Training Center has come to an end. Pedro Mendez spoke on behalf of the president of the College about the agreement, and what the intent of the partnership is. A shorter agreement is the reality in today's climate; that will allow performance objectives to be better addressed. He provided a document and discussed training and education goals. Decisions need to be made prior to the new agreement being written by July 1, 2013. Chief Hinshaw spoke regarding the original intent of the center, where we are today, and what some potential uses might be in the future. Pedro spoke regarding the fact that the training center is now receiving attention by the instructional group within the college. The group agreed upon the benefits of having good local training and offered suggestions on how the college might offer some alternatives to the classes only at the Modesto site. John Sola discussed some potential upgrades in technology and the library. Special meetings will be held with a larger group then this will be on the agenda in March and a draft contract will be presented.
- 6.3 Operational Area Coordinator – Chief Jones from Cal-Fire has changed assignments and will no longer be in the SCU unit. Chief Barrett will be retiring in March. This County has had a great relationship with SCU thanks to them. The red-card issue is coming, each chief will have to sign.

The meeting was adjourned at 1010 hrs.

The next meeting is scheduled for March 7, 2013

Respectfully Submitted,
Mimi Jackson
Stanislaus County Fire Wardens Office
Modesto Regional Fire Authority

2012 Local Agency Biennial Notice

Name of Agency: Patterson Irrigation District

Mailing Address: PO Box 685, Patterson, CA 95363

Contact Person: Peter Rietkerke Office Phone No: 209-892-6233

E-mail: prietk@irk@PattersonID.org Fax No: (209) 892-4013

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:
(Mark all that apply.)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

Other (describe) Change location of filing

No amendment is required.

The code is currently under review by the code reviewing body.

2012 SEP 17 P 2:09
BOARD OF SUPERVISORS

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

Peter M. Rietkerke
Signature of Chief Executive Officer

9/17/2012
Date

Complete this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

**PATTERSON IRRIGATION DISTRICT
RESOLUTION NO. 04-2012**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PATTERSON
IRRIGATION DISTRICT APPROVING AMENDMENTS TO THE CONFLICT OF
INTEREST CODE**

WHEREAS, the Patterson Irrigation District is a California Special District, and;

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires each local government agency to adopt and promulgate a conflict of interest code, and;

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations, Section 18730, which contains the terms of a standard conflict of interest code, and;

WHEREAS, the terms of 2 California Code of Regulations, Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are incorporated by reference in which members and employees are designated and disclosure categories are set forth and the place of filing is specified, shall constitute the Conflict of Interest Code of the Patterson Irrigation District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Patterson Irrigation District that the Amended Conflict of Interest Codes be adopted.

BE IT FURTHER RESOLVED that designated employees shall file statements of economic interest with the agency.

PASSED AND ADOPTED by the Board of Directors of Patterson Irrigation District on the 28th day of November 2012 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

President

ATTEST:

Secretary

BOARD OF SUPERVISORS
2012 DEC 21 A 10:32

ATTACHEMENT A
CONFLICT OF INTEREST CODE
OF THE PATTERSON IRRIGATION DISTRICT

The Political Reform Act, Government Code Section 81000, et seq., requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs., Section 19730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs., Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and along with the attached Appendix consisting of this Attachment A and Attachments B through D, in which members and employees are designated and disclosure categories are set forth, and the place of filing is specified, shall constitute the Conflict of Interest Code of the Patterson Irrigation District.

Designated employees shall file statements of economic interests with the agency. Upon receipts of the statements of the various designated members and employees, the designated agency shall make and retain and forward the original of these statements to the place of filing, as indicated on Attachment D.

ATTACHMENT B
CONFLICT OF INTEREST CODE
OF THE PATTERSON IRRIGATION DISTRICT
DESIGNATED EMPLOYEES/POSITIONS

Under provisions of the Standard Code, designated employees/positions shall file statements of economic interests. Listed below are the designated employees/positions for the Patterson Irrigation District and the appropriate schedules for filing:

POSITIONS:

DISCLOSURE CATEGORY:

Member of the Board of Directors

I/II

Manager

I/II

Secretary

I/II

Consultant(s)

III

ATTACHMENT C
CONFLICT OF INTEREST CODE
OF THE PATTERSON IRRIGATION DISTRICT
DISCLOSURE CATEGORIES FOR DESIGNATED EMPLOYEES/POSITIONS

CATEGORY I

Interest in real property located within the District

CATEGORY II

All sources of income and investments, and business positions in business entities located in or doing business in the District or all sources which provide facilities, service, supplies, or equipment of the type utilized by the District.

CATEGORY III

Consultants shall disclose, pursuant to broadest disclosure category and the code, subject to the following limitation:

The Patterson Irrigation District may determine, in writing that a particular consultant, although a “designated position”, is hired to perform a range of duties that are limited in scope, and thus, is not required not to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of the disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

ATTACHEMENT D
CONFLICT OF INTEREST CODE
OF THE PATTERSON IRRIGATION DISTRICT
PLACE OF FILING

DESIGNATED EMPLOYEES/POSITIONS:

Where: Patterson Irrigation District

The District shall maintain the original "Statement of Financial Interests" for at 948 Orange Avenue, Patterson, CA 95363.

2012 Local Agency Biennial Notice

BOARD OF SUPERVISORS

Name of Agency: Hickman Community Charter District
Mailing Address: 13306 Fourth Street, Hickman, Ca 95323
Contact Person: Patti Angle Office Phone No: 556-6550
E-mail: pangle@hickman.k12.ca.us Fax No: (209) 874-1457

2012 OCT 12 A 11:28

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:
(Mark all that apply.)

- Include new positions.
 Revise disclosure categories.
 Revise the titles of existing positions.
 Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

Other (describe) Change location of filing location

No amendment is required.

The code is currently under review by the code reviewing body.

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

Cathy Thomason
Signature of Chief Executive Officer

10/8/12
Date

Complete this notice regardless of how recently your code was approved or amended. Please return this notice no later than October 1, 2012, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

Hickman Community Charter District

Board Reference Material
December 10, 2012

SUBJECT: **Approval of a Revision to the Board Bylaws
BB9270 Appendix 2**

Submitted by: Cathy Thomasson

Background: The Stanislaus County Clerk of the Board, Christine Ferraro Tallman sent notification that our Board Bylaws regarding the Conflict of Interest Code needed to be amended to show that in the future all Statement of Economic Interest forms will be held in the business office and not at the Stanislaus County Clerk's office.

Recommendation: **Approve the revisions to the Board Bylaws BB9270 designation where the Statement of Economic Interest forms will be held.**

CONFLICT OF INTEREST

Incompatible Activities

Governing Board members shall not engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the district. (Government Code 1126)

Conflict of Interest Code

The district's conflict of interest code shall be comprised of the terms of 2CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with a district attachment specifying designated positions and the specific types of disclosure statements required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code in even-numbered years. If no change in the code is required, the district shall submit by October 1 a written statement to that effect to the code reviewing body. If a change in the code is necessitated by changed circumstances, the district shall submit an amended code to the code reviewing body. (Government Code 87306.5)

When a change in the district's conflict of interest code is necessitated by changed circumstances, such as the creation of new designated positions, amendments or revisions, the changed code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing conflict of interest codes, the district shall provide officers, employees, consultants and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

If a Board member or designated employee determines that he/she has a financial interest in a decision, as described in Government Code 87103, this determination shall be disclosed. The member shall be disqualified from voting unless his/her participation is legally required. (2 CCR 18700)

Statements of economic interests submitted to the district by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction. (Government Code 81008)

Financial Interest

Board members and designated employees shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as Board members or designated employees. (Government Code 1090)

CONFLICT OF INTEREST (continued)

A Board member shall not be considered to be financially interested in a contract if his/her interest includes, but is not limited to, any of the following: (Government Code 1091.5)

1. That of an officer who is being reimbursed for his/her actual and necessary expenses incurred in the performance of an official duty
2. That of a recipient of public services generally provided by the public body or board of which he/she is a member, on the same terms and conditions as if he or she were not a member of the board
3. That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or any public corporation or special, judicial or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee has such interest as landlord or tenant in which even his/her interest shall be deemed a remote interest within the meaning of, and subject to, the provisions of Government Code 1091
4. That of a spouse of an officer or employee of the district if his/her spouse's employment or officeholding has existed for at least one year prior to his/her election or appointment
5. That of a nonsalaried member of a nonprofit corporation, provided that such interest is disclosed to the Board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records
6. That of a noncompensated officer of a nonprofit, tax-exempt corporation which, as one of its primary purposes, supports the functions of the nonprofit board or to which the school Board has a legal obligation to give particular consideration, and provided further that such interest is noted in its official records
7. That of a person receiving salary, per diem, or reimbursement for expenses from a governmental entity, unless the contract directly involves the department of the government entity that employs the officer or employee, provided that such interest is disclosed to the Board at the time of consideration of the contract, and provided further that such interest is noted in its official records

CONFLICT OF INTEREST (continued)

8. That of an attorney of the contracting party or that of an owner, officer, employee or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker, if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm or real estate firm

In addition, a Board member or employee shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if his/her sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor or creditor. (Government Code 1091.5)

A Board member shall not be deemed to be financially interested in a contract if he/she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. Remote interests are specified in Government Code 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his/her minor child. (Government Code 1091)

A Board member may enter into a contract if the rule of necessity or legally required participation applies as defined in Government Code 87101.

Even if there is no prohibited or remote interest, a Board member shall abstain from voting on personnel matters that uniquely affect a relative of the Board member. A Board member may vote, however, on collective bargaining agreements and personnel matters that affect a class of employees to which the relative belongs. "Relative" means an adult who is related to the person by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes the individual's parents, grandparents and great-grandparents, children, grandchildren and great-grandchildren, brothers, sisters, aunts and uncles, nieces and nephews, and the similar family of the individual's spouse unless the individual is widowed or divorced.

Disqualification for Board Members Who Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following:

CONFLICT OF INTEREST (continued)

1. Publicly identify the financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required. (Government Code 87105)
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. This Board member shall not be counted toward achieving a quorum while the item is discussed. (Government Code 87105; 2 CCR 18702.5)
3. Leave the room until after the discussion, vote and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters. (Government Code 87105)

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during the consent calendar. (2 CCR 18702.5)

(cf. 3430 - Investing)

The Board member may speak on the issue during the time that the general public speaks on the issue. The Board member shall recuse himself/herself from voting on the matter and leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public. (Government Code 87105; 2 CCR 18702.5)

If the Board's decision is made during closed session, the public identification may be made orally during the open session before the Board goes into closed session and shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. The Board member shall not be present when the decision is considered in closed session or knowingly obtain or review a recording or any other non-public information regarding the Board's decision. (2 CCR 18702.5)

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

CONFLICT OF INTEREST (continued)

Gifts of travel and related lodging and subsistence shall be subject to the prevailing gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term *honorarium* does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade or profession unless the sole or predominant activity of the business, trade or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

**APPENDIX
DESIGNATED POSITIONS/DISCLOSURE CATEGORIES**

It has been determined that persons occupying the following positions manage public investments and shall file a full statement of economic interests pursuant to Government Code 87200:

Governing Board Members
Superintendent/Principal

1. Persons occupying the following positions are designated employees in **Category 1**:

Assistant/Associate Superintendent
Purchasing Agent
2. Per 2 CCR 18730 (4) Statement of Economic Interest (Form 700) Place of Filing:
All Statement of Economic Interest forms will be on file in the Hickman Community Charter School Business Office.

CONFLICT OF INTEREST (continued)

Designated persons in this category must report:

- 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. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- b. Investments or business positions in or income from sources which:
 - (1) Are engaged in the acquisition or disposal of real property within the district
 - (2) 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
 - (3) Manufacture or sell supplies, books, machinery or equipment of the type used by the district

2. Persons occupying the following positions are designated employees in **Category 2**:

Director
Principal
Assistant Principal
Maintenance and Operations Director
Program Coordinator
Project Specialist
Supervisor

Designated persons in this category must report investments or business positions in or income from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or
- b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

CONFLICT OF INTEREST (continued)

3. Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. 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 based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)

- a. Approve a rate, rule or regulation
- b. Adopt or enforce a law
- c. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement
- d. Authorize the district to enter into, modify or renew a contract that requires district approval
- e. Grant district approval to a contract or contract specifications which require district approval and in which the district is a party
- f. Grant district approval to a plan, design, report, study or similar item
- g. 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 18702.2 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 18701)

Legal Reference: (see next page)

CONFLICT OF INTEREST (continued)

Legal Reference:

EDUCATION CODE

1006 *Qualifications for holding office*
35107 *School district employees*
35230-35240 *Corrupt practices*
35233 *Prohibitions applicable to members of governing boards*
35239 *Compensation for board members in districts under 70 ADA*

GOVERNMENT CODE

1090-1098 *Prohibitions applicable to specified officers*
1125-1129 *Incompatible activities*
81000-91015 *Political Reform Act of 1974, especially:*
82011 *Code reviewing body*
82019 *Definition of designated employee*
82028 *Definition of gifts*
82030 *Definition of income*
87100-87103.6 *General prohibitions*
87200-87210 *Disclosure*
87300-87313 *Conflict of interest code*
87500 *Statements of economic interests*
89501-89503 *Honoraria and gifts*
91000-91014 *Enforcement*

CODE OF REGULATIONS, TITLE 2

18110-18997 *Regulations of the Fair Political Practices Commission, especially:*
18702.5 *Public identification of a conflict of interest for Section 87200 filers*

COURT DECISIONS

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th. 655
Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

86 *Ops.Cal.Atty.Gen.* 138(2003)
85 *Ops.Cal.Atty.Gen.* 60 (2002)
82 *Ops.Cal.Atty.Gen.* 83 (1999)
81 *Ops.Cal.Atty.Gen.* 327 (1998)
80 *Ops.Cal.Atty.Gen.* 320 (1997)
69 *Ops.Cal.Atty.Gen.* 255 (1986)
68 *Ops.Cal.Atty.Gen.* 171 (1985)
65 *Ops.Cal.Atty.Gen.* 606 (1982)

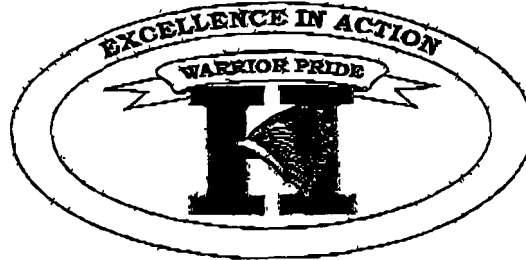
Management Resources:

WEB SITES

Fair Political Practices Commission: <http://www.fppc.ca.gov>

TRUSTEES:

Gary Acosta, President
Elizabeth Thompson, Clerk
Kathy Main
Jonathan Merriam
Cassandra Shepherd



ADMINISTRATION:

Paul Gardner, Superintendent
Cathy Thomasson, Business Official

HICKMAN COMMUNITY CHARTER DISTRICT

Regular Meeting of the Board of Trustees

MINUTES

MONDAY, DECEMBER 10, 2012

Regular Session 5:30 P.M.

PUBLIC MEETING

CHARTER OFFICE: 13306 Fourth Street, Hickman, CA 95323

1.0 CALL TO ORDER: Time: 5:34 P.M.

Members Present: Jonathan Merriam
Cassandra Shepherd
Kathy Main

Members Absent: _____
Late Arrivals: Gary Acosta (5:35)
Elizabeth Thompson(5:36)
Others Present: _____

Ayes 3 Noes 0 Abstain 0

Motion by: Kathy Main

Seconded by: Cassandra Shepherd

2.0 PLEDGE OF ALLEGIANCE- Lead by Board Member, Jonathan Merriam

3.0 PUBLIC COMMENT (REGULAR MEETING)- None

4.0 APPROVAL OF AGENDA, December 10, 2012

Ayes 4 Noes 0 Abstain 0

Motion by: Jonathan Merriam

Seconded by: Kathy Main

5.1 CONSENT ACTION

5.1 Approval of Minutes November 13, 2012

5.2 Approval of Warrant Registers

November	2, 2012	14,423.21
November	9, 2012	<u>104,662.71</u>
	TOTAL	\$119,085.92

Motion by: Kathy Main

Ayes 5 Noes 0 Abstain 0

Seconded by: Jonathan Merriam

6.0 INORMATION ITEM

6.1 2013-2016 Technology Plan- Document is a work in progress and allows us to proceed in a 3 year E-Rate Cycle

7.0 ACTION AGENDA

7.1 Approve the Revision to the Board Bylaws BB 9270 Appendix 2 (verbage will be reviewed and discussed at a future meeting)

Ayes 5 Noes 0 Abstain 0

Motion by: Jonathan Merriam

Seconded by: Elizabeth Thompson

7.2 Approve the Revision of Board Policy 5145.3 in Order to Comply with AB9

Ayes 5 Noes 0 Abstain 0

Motion by: Kathy Main

Seconded by: Jonathan Merriam

7.3 Approve the Annual Organizational Board Meeting Date of December 17, 2012

Ayes 5 Noes 0 Abstain 0

Motion by: Elizabeth Thompson

Seconded by: Kathy Main

7.4 Approve the Savemart Shares Program Donation of \$463.74

Ayes 5 Noes 0 Abstain 0

Motion by: Elizabeth Thompson

Seconded by: Jonathan Merriam

7.5 Approve the First Interim Budget Report

Ayes 5 Noes 0 Abstain 0

Motion by: Jonathan Merriam

Seconded by: Kathy Main

2012 Local Agency Biennial Notice

Name of Agency: Knights Ferry Elementary School District
Mailing Address: P.O. Box 840 Knights Ferry 95361
Contact Person: Beverly Noe Office Phone No: (209) 881-3382
E-mail: bnoe@stancode.org Fax No: (209) 881-3525

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:

(Mark all that apply.)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
- Other (describe) Change location of filing
- No amendment is required.
- The code is currently under review by the code reviewing body.

2012 OCT 29 A
BOARD OF SUPERVISORS

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

Cheryl Griffiths
Signature of Chief Executive Officer

10-25-12
Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

Item #8.1

Knights Ferry Elementary School District

12726 Dent Street; P.O. Box 840; Knights Ferry, CA 95361

REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday, November 8, 2012

MEETING BEFORE THE PUBLIC

Minutes

- 1.0 Call to Order This meeting of the Knights Ferry Elementary School District Board of Trustees was called to order at 6:01 PM by Clerk, Mrs. Nancy Redden.
- Establishment of Quorum A quorum was established with Mrs. Nancy Redden, Clerk, Mrs. Sherron McCarthy, Mr. Bob Bruncker, Mrs. Maureen McKibban, and Mrs. Kym Cassaretto present.
- Personnel Present: Mrs. Cheryl Griffiths and Mrs. Beverly Noe.
- Guests Present: Mrs. Jolene O'Neil, Mrs. Mary Sue Shearer, Mrs. Megan Peterson.
- 2.0 Flag Salute The flag salute was lead by Mrs. Redden.
- 3.0 Public Comment There was no Public Comment.
- 4.0 Consent Items Mrs. McKibban moved, seconded by Mrs. McCarthy, to approve the consent items as presented. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.
- 5.0 Information Items
- 5.1 Election Results Mrs. Griffiths reported that Proposition #30 passed. If it had failed we would be taking mid-year cuts. The County will be holding a meeting to determine preliminary guidelines to follow. This is good for this year but not sure what will happen in the few years to come.
- 5.2 Parent Conference Week Mrs. Griffiths reported we will be holding Parent Conference Week Tuesday through Monday, November 13th through the 19th. Scheduling is done to accommodate multiple student families by having back to back conferences.
- 6.0 Discussion Items
- 6.1 Nominations for CSBA Delegate Assembly Information was given to the Board members to run for CSBA delegates.
Public Comment: None
Board Discussion: No one was interested in putting in their nominations for CSBA delegate.
- 6.2 PM Club PM club is open every day after school in November except November 20th.
Public Comment: None.
Board Discussion: Mrs. Griffiths reported that we currently

Item #8.1

have 3 before school enrolled (off and on) and 10 in the afternoon, 2 of which are regular attendees. Mrs. Dickens is doing a calendar with a weekly theme. We have had several students show interest in participating.

7.0 Action Items

**7.1 Board of Trustees
Governance
Handbook**

The Board was presented with the Board Governance and Protocol Handbook

Public Comment: None.

Board Discussion and Approval: There was a typo on page 7, 3rd paragraph, wording should be "Board members" not "Board member." The Board felt the handbook was very informational and well done. Mr. Bruner moved, seconded by Mrs. Cassaretto, to approve the protocol handbook as presented. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.

**7.2 Total Compensation
Systems, Inc.
Proposal**

The Board was presented with a proposal for the Actuarial Study for Total Compensation System, Inc.

Public Comment: None.

Board Discussion and Approval: Every 3 years an actuarial study needs to be performed on our retirement medical costs. If 2 of the other small schools have the study at the same time with the same company all of the small schools involved will receive a 10% discount off of the bill. Mr. Bruner moved, seconded by Mrs. McCarthy to approve the proposal as presented. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.

*

**7.3 Conflict of Interest
Procedure
Amendment**

The Board was presented with an amendment to change the filing place for the annual Conflict of Interest statements.

Public Comment: Public comment by Mrs. O'Neil.

Board Discussion and Approval: Currently the annual filing of the Board of Trustees and Superintendent are sent to the Board of Supervisors, Stanislaus County. In approving the amendment as presented, the Conflict of Interest statements will remain at the School District site. Mrs. McKibban so moved, seconded by Mrs. Cassaretto. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.

**7.4 Interdistrict
Attendance
Agreement**

An Interdistrict Attendance Agreement was received to allow 1 student to attend another school district from Knights Ferry.

Public Comment: None

Board Discussion and Approval: Mrs. Cassaretto moved, seconded by Mrs. McKibban, to approve the agreement as presented. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.

Item #8.1

**7.5 Board Meeting
Agenda**

The Board was presented with different formats for the Board Agenda to comply with the newly approved Board Protocol Handbook.

Public Comment: Public comment was made by Mrs. O'Neil.
Board Discussion and Approval: Mrs. Griffiths presented the Board with samples of different Agendas. For each agenda item there will be an explanatory statement to go along with it. It was recommended we begin our meeting at 6pm with closed session followed by public session beginning at 6:30pm. If there is no closed session then the meetings will begin at 6:30pm. If the Board feels the Closed Session may take longer they will begin at 5:30pm with the Public Session starting at 6:30pm. We will also be paying bills every 2 weeks to see how that goes and then note those bills paid on the agenda. Mrs. Cassaretto moved, seconded by Mrs. McCarthy, to approve the new agenda template as presented. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.

**7.6 Public Comment
Cards**

The Board was presented with the idea of comment cards to allow the public to speak during a Board meeting.

Public Comment: Public comment was made by Mrs. O'Neil.
Board Discussion and Approval: Mrs. Redden commented we need to run the Board meeting appropriately. A Board meeting is a meeting before the public not with the public. Mrs. Redden also added that public comments are important and valued and the Board needs to take their jobs seriously. We need to formalize our meetings and have structure. After further discussion Mr. Brunker moved to approve the comment cards as optional (recommended but not required) seconded by Mrs. McKibban. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.

7.7 Strategic Plan

The Board viewed a PowerPoint presentation on a Strategic Plan by Dr. Walt Hanline.

Public Comment: None.
Board Discussion and Approval: In order to go forward with a strategic plan various elements need to be included. After further discussion it was agreed to proceed with the Strategic Plan as discussed. Mrs. Cassaretto so moved, seconded by Mrs. McCarthy. The motion carried. Trustees Vote: Yes-5, No-0, Absent-0.

Item #8.1**8.0 Reports and
Announcements**

Community: Nothing to report (Mrs Shearer will report on Mr. Shearer under Good 'N' Plenty).

Parent-Teacher Club: Mrs. Peterson reported that the Jog-A-Thon went well. She was the chairman for the event and they made around \$6,000. We are now onto Poinsettia and See's Candy sales.

School Site Council: Mrs. O'Neil reported SSC had a meeting today. Mary Stires will be facilitating for the whole year.

Parent/staff/student surveys will be sent out to all families.

Teachers: Mrs. Griffiths reported she, along with Mrs. Headrick and Mrs. Fogarty, have been attending the Common Core workshops put on by the County Office. It was recommended that the remaining teachers along with Board members attend in January. It is overwhelming but very exciting.

Paraprofessionals: Nothing to report at this time.

Custodial/Maintenance: Nothing to report at this time.

Library/Media Center: Nothing to report at this time.

Administration: Mrs. Noe reported she is working on the Yearbook. If anyone wishes to purchase a yearbook ad the deadline is Monday, November 19th.

Superintendent/Principal: Mrs. Griffiths reported that declining enrollment is not just us. Some schools in Tuolumne County have decreased in size by 50%.

Board of Trustees: Mrs. McKibban commented she felt the Board Study session was very worthwhile. Mr. Bruncker commented he attended the last Student of the Month assembly and it was run very well.

Good 'n' Plenty: Mrs. Shearer reported Mr. Shearer had a Face Maker put in and he came home yesterday. Now he has a nasty cold. Mrs. Peterson reported her dad, daughter, Hanna, and son, Vincent all won trophies at the Pumpkin Roll. Mrs. Griffiths reported her daughter is 14 weeks pregnant and was able to see her on her way from Texas to Washington State. Mrs. Noe reported her youngest granddaughter turned 3 on Monday.

Planning Ahead:

11/9/2012	Student Council Dance, 1:15-2:30pm
11/12/2012	Veteran's Day Holiday, NO SCHOOL
11/13-19/2012	Minimum Days, 1pm dismissal, Parent Conferences
11/19/2012	Yearbook Ads Due
11/20/2012	Thanksgiving Feast, 11am, Community Clubhouse, 7 th /8 th Grade
11/21-23/2012	Thanksgiving Holiday, NO SCHOOL
11/29/2012	1 st Trimester Renaissance Assembly, 2pm
11/30/2012	Jog-A-Thon Assembly, 2pm
12/3/2012	"A Christmas Carol" play, 5 th /6 th grade at Gallo Center
12/4/2012	Parent Teacher Club Meeting, 3pm, in the cafeteria
12/5/2012	MINIMUM DAY, 1pm Dismissal
12/5/2012	Staff Development, 1:15pm

Item #8.1

12/7/2012 Character Education Assembly, 2:15pm, 3rd/4th Grade, Honesty/
Trustworthiness

12/7/2012 Student of the Month for November Assembly, 2:15pm.

The next meeting will be Thursday, December 13, 2012, at 6pm.

9.0 Closed Session

The public portion of the meeting was adjourned at 8:05pm.

A closed session was held from 8:06 to 9:50pm.

10.0 Adjournment

There was no report from closed session.

The meeting was adjourned at 9:51pm.

Respectfully,
Beverly J. Noe
CBO/Secretary

2012 Local Agency Biennial Notice

Name of Agency: MODESTO CITY SCHOOLS
Mailing Address: 426 LOCUST STREET, MODESTO, CA 95351
Contact Person: BECKIE HURST Office Phone No: 209-576-4141
E-mail: hurst.r@monet.k12.ca.us Fax No: 209-576-4765

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (*Check one box*):

An amendment is required. The following amendments are necessary:
(*Mark all that apply.*)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
- Other (*describe*) Change location of filing 700 Forms
(Cop'd to add by Beckie 10/12/12)
- No amendment is required.
- The code is currently under review by the code reviewing body.

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

Pamela Able

Signature of Chief Executive Officer

October 8, 2012

Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

MODESTO CITY SCHOOLS

Bylaw

BB 9270

BOARD OF EDUCATION

Conflict of Interest

1. Conflict of Interest Code

The Political Reform Act (Government Code 81000 et seq.) requires that state and local government agencies adopt and promulgate a conflict of interest code.

The District adopts and incorporates by reference the sample Conflict of Interest Code prepared by the Fair Political Practices Commission as set forth in Title 2, California Code of Regulations 18730, and any amendments to it duly adopted by the Fair Political Practices Commission. Set forth in Exhibit 9270 is the District's approved list of designated employees and disclosure categories as required by the Conflict of Interest Code.

Assets and income of public officials which may be materially affected by their official actions should be disclosed and in appropriate circumstances the officials should be disqualified from acting in order that conflicts of interest may be avoided (Government Code 81002 (c)). Public officials, whether elected or appointed, should perform their duties in an impartial manner, free from bias caused by their own financial interests or the financial interests of persons who have supported them (Government Code 81001 (b)).

Designated employees shall adhere to the District's Conflict of Interest Code, including filing statements of economic interests with the District. These statements shall be filed annually by April 1 with the District's filing officer, the Superintendent on forms prescribed by the Fair Practices Commission and supplied by the District. The District's filing officer shall retain the original Form 700s in the District's office. These statements shall be available for general public inspection and reproduction (Government Code 81008).

2012 DEC 19 4:11 PM

BOARD OF SUPERVISORS

BOARD OF EDUCATION

Conflict of Interest

Officials who manage public investments, as set forth in Exhibit 9270, shall file statements of economic interests as required by Title 2, California Code of Regulations 18753. Those designated in this category are those individuals who direct the investment of funds, formulate or approve policies for the investment of these funds, or approve investment transactions involving these funds.

2. **Incompatible Activities**

Governing Board members or designated employees shall not engage in any employment or activity which is inconsistent, incompatible, in conflict with or inimical to the Board member's or designated employee's duties as an officer of the District (Government Code 1126).

3. **Financial Interests**

A Governing Board member or designated employee shall not participate in making or influencing a governmental decision in which he/she knows or has reason to know he/she has a financial interest.

Where a Governing Board member has a financial interest in a decision, the member shall fully disclose the existence of the conflict, abstain from discussion on the subject, not engage in conduct to influence a decision, and abstain from voting on the subject. Disclosure of the conflict and Board member's abstention from voting should be reflected in Board minutes.

Governing Board members may participate in the making of a governmental decision, not involving a contract, to the extent participation is legally required to create a quorum for the action or decision to be made, or the decision affects the official's interest in a manner which is not distinguishable from the general public as set forth in Title 2, California Code of Regulations 18703. A tie does not make participation legally required.

BOARD OF EDUCATION

Conflict of Interest

Governing Board members or designated employees shall not be financially interested in any contract, sales or purchases made by them in their official capacity, or by any body or board of which they are members (Government Code, Section 1090). A Governing Board member shall not be considered to be financially interested in any contract if any of the exceptions set forth in Government Code 1091 or 1091.5 apply.

4. **Gifts and Honoraria**

Board members and designated employees shall not accept from any single source in any calendar year gifts in excess of the prevailing gift limitation specified in law, or other honorarium, except as otherwise expressly authorized by statute or regulation (Government Code 89501, 89502).

Legal Reference:

Education Code

35107 Voting Restrictions, Personnel Matters

Government Code

1090 et seq. Conflict of Interest

81000 et seq. Political Reform Act

Code of Regulations, Title 2

18100 et seq. Regulations of Fair Political Practices Commission

REVIEWED: January 27, 1992
December 16, 1996
January 18, 2005
December 10, 2012

MODESTO CITY SCHOOLS

Exhibit

E 9270

LIST OF DESIGNATED EMPLOYEES AND DISCLOSURE CATEGORIES

1. DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES

- A. **Category 1--Full Disclosure** (*Officials and employees whose duties are broad and indefinable.*)

Persons occupying the following positions are designated employees for purposes of the District's Conflict of Interest Code and must file statements of economic interests pursuant to Government Code Section 87302 and disclose financial interests identified in Category 1. It has been determined that the persons holding the following listed positions make or participate in the making of decisions which may foreseeably have a material effect on financial interests of the District.

Associate Superintendents, Educational Services
Associate Superintendent, Human Resources
Director, Planning, Facilities, Support
Director, Maintenance and Construction
Supervisor, Maintenance and Construction
Supervisor, Purchasing
Senior Buyer
Buyer
Purchasing Clerks
Designated Consultants (Not responsible for the
management of public investments)¹

¹ The Superintendent may determine in writing that a particular consultant is hired to perform a range of duties that is required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the disclosure requirements. The Superintendent'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.

Category 1 (continued)

Individuals included in this category shall disclose:

- (1) All interest in real property located within the District boundaries or two miles thereof, or within two miles of any District-owned or used property, including all investments in, business positions with, and sources of income from entities having an interest in real property within the District or entities which are of the type to do business with or within the District.
- (2) All investments, business positions, and income (including gifts, loans and travel payments) from sources located in or doing business in the jurisdiction, which shall include:
 - (a) Acquisition, development or disposal of real property within the District boundaries;
 - (b) 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
 - (c) Manufacture, sell or provide supplies, materials, books, machinery, services, or equipment of the type utilized by the District.

B. **Category 2--Limited Disclosure** (*Officials and employees with limited decision-making authority who manage or direct departments with specific functions.*)

Persons occupying the following positions are designated employees for purposes of the District's Conflict of Interest Code and must file statements of economic interests pursuant to Government Code Section 87302 and disclose financial interests identified in Category 2.

- Accounting Supervisor
- Administrator of Intervention Programs
- Administrator of Special Projects
- Administrator of Student & Family Support Services

Category 2 (continued)

Assistant Director, Nutrition Services
Budget Manager
Director, Assessment & Evaluation
Director, Child Development Programs
Director, Child Welfare and Attendance
Director, Community and Parent Involvement
Directors, Educational Services, Pre K-12
Directors, Human Resources
Director, Information & Technology Services
Director, Nutrition Services
Director, Operations
Director, Risk Management
Director, School to Career
Director, SELPA
Director State & Federal Programs
K-12 Principals
Network Specialist
Reprographics Supervisor
Supervisor, Computer Systems
Supervisor, Information Systems
Supervisor, Instructional Technology
Supervisor, Operations
Supervisor, Payroll and Benefits
Supervisor, Special Education
Supervisor, Transportation
Systems and Operations Manager
Warehouse Supervisor

Category 2 (continued)

Individuals included in this category shall disclose:

- (1) All investments, business positions, and income from sources (including gifts, loans and travel payments) from sources located in or doing business in the jurisdiction, including:
 - (a) 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 department which the designated person manages or directs; or
 - (b) Manufacture, sell or provide supplies, materials, books, machinery, services or equipment, including training or consulting services of the type utilized by the District department that the designated person manages or directs.

Note: For the purpose of this category, a principal's department is his/her entire school.

2. OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Public officials who manage public investments are excluded from the categories of "designated employees" under the Conflict of Interest Code. Public officials who manage public investments have a separate obligation to file statements of economic interest with the Fair Political Practices Commission.

It has been determined that the positions listed below are public officials who manage public investments. Individuals occupying such positions will be required to file a statement of economic interests pursuant to Government Code Section 87200.

Board of Education Members
Superintendent of Schools
Associate Superintendent, Business Services/Chief Business
Official
Director, Finance

Officials Who Manage Public Investments (continued)

Manager, Fiscal Support Services
Consultants (Responsible for the management of public
investments)

Disclosure categories for officials who manage public investments are not identified herein. Officials who manage public investments are responsible for disclosing those financial interests as required by the statement of economic interest forms prepared by the Fair Political Practices Commission for use by individuals who fall under this category.

2012 Local Agency Biennial Notice

Name of Agency: Paradise Elementary School District
Mailing Address: 3361 California Ave Kerman
Contact Person: Heath Thomason Office Phone No: 524-0184
E-mail: h.thomason@paradise-esd.org Fax No: 524-0263

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

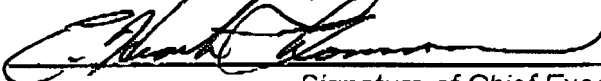
An amendment is required. The following amendments are necessary:
(Mark all that apply.)

- Include new positions.
 - Revise disclosure categories.
 - Revise the titles of existing positions.
 - Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
 - Other (describe) change filing location of 700 Form
- No amendment is required.
- The code is currently under review by the code reviewing body.

BOARD OF SUPERVISORS
2012 NOV - 6 P 5:01

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.


Signature of Chief Executive Officer

10/30/12
Date

Complete this notice regardless of how recently your code was approved or amended. Please return this notice no later than October 1, 2012, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

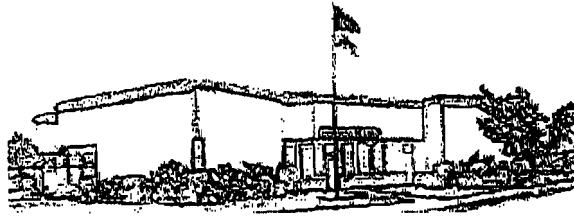
BOARD OF SUPERVISORS
2012 NOV - 6 P 4:28

Board of Trustees

Manuel Furtado
Diana Terra
Kevin Wise

Superintendent

E. Heath Thomason



PARADISE SCHOOL DISTRICT Est. 1868

3361 California Ave., Modesto, CA 95358 · (209) 524-0184 · Fax (209) 524-0363

(Paradise Elementary School District)

NOTICE OF INTENTION TO AMEND A CONFLICT-OF-INTEREST CODE

NOTICE IS HEREBY GIVEN that the (Paradise Elementary School District) intends to adopt or amend a conflict-of-interest code pursuant to Government Code Section 87300 and 87306. Pursuant to Government Code Section 87302, the code will designate employees who must disclose certain investments, income, interests in real property and business positions, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests.

A written comment period has been established commencing on (November 1, 2012) and terminating on (December 15, 2012). Any interested person may present written comments concerning the proposed code no later than (December 15, 2012) to the (Paradise Elementary School District, 3361 California Ave, Modesto, CA 95358). No public hearing on this matter will be held unless any interested person or his or her representative requests no later than 15 days prior to the close of the written comment period, a public hearing.

The (Paradise Elementary School District) has prepared a written explanation of the reasons for the designations and the disclosure responsibilities and has available all of the information upon which its proposal is based.

A conflict-of-interest code is being adopted to identify the officials that make or participate in making governmental decisions.

Copies of the proposed code and all of the information upon which it is based may be obtained from the (Paradise Elementary School District). Any inquiries concerning the proposed code should be directed to (Paradise Elementary School District, (209)524-0184).

NOTE: This notice should be filed with the Fair Political Practices Commission and served individually on agency employees and officers affected by this code 45 days prior to agency action.

~~Form 700 filing officer~~ Clerk of the Board of Supervisors. Form 700 filing officer
Paradise Elementary School District.

PARADISE ELEMENTARY SCHOOL DISTRICT

3361 California Avenue
Modesto, CA 95358

REGULAR BOARD OF TRUSTEES MEETING

Thursday, November 15, 2012 7:00 P.M.

BOARD OF SUPERVISORS

2012 DEC 20 P 1:10

MINUTES

1. Call to Order.

The regular meeting of the Paradise Elementary School District Board of Trustees was called to order by Manuel Furtado at 7:00 p.m. on Thursday, November 15, 2012 at the location noted above.

2. Roll Call.

Board of Trustees Present:	<u>X</u>	Manuel Furtado
	<u>X</u>	Kevin Wise
Others Present:	<u>X</u>	Heath Thomason
	<u>X</u>	Lisa Bettencourt
	<u>X</u>	Laura Ott
	<u>X</u>	Shawna Nunes

3. Pledge of Allegiance.

4. Public Presentations.

In accordance with state law (GC4954.3), members of the public may address the Board of Trustees regarding items included on the Agenda and other items related to its jurisdiction but not included on the Agenda. The Board of Trustees will not take official action on any item presented during public presentations. Board of Trustees members and/or District staff may request clarification from a speaker, offer brief comments, and/or the Board of Trustees may give staff direction as a result of public presentations, but none of these activities is required by law.

5. Consent Agenda.

All items are approved by a single action. A Board member may request any item to be removed from the Consent Agenda for separate discussion.

- a. Minutes. Approve the minutes of the regular Board of Trustees meeting held October 30, 2012. (Attachment).

b. Warrant Registers. Approve the following warrant registers:

- i. PES/PCS, October 25, 2012 – A = \$11,558.90 (Attachment)
- ii. PES/PCS, November 2, 2012 – B = \$94.68 (Attachment)
- iii. PES/PCS, November 2, 2012 – C = \$273.62 (Attachment)
- iv. PES/PCS, November 2, 2012 – D = \$830.47 (Attachment)
- v. PES/PCS, November 7, 2012 – E = \$20,134.75 (Attachment)

MOTION: By: MF 2ND KW ROLL CALL: FURTADO X, WISE X

6. Reports.

- a. Enrollment. 193 (PES = 76 & PCS = 117)
- b. Faculty/Monthly Teacher Report – Laura Ott – 6th Grade
- c. Budget
- d. Superintendent's Report

7. Request Audience to indicate anyone wishing to address the Board regarding any action item prior to deliberation.

8. Action Items.

- a. Discussion and possible action: Appointment of Provisional Board Member, to Fill Vacancy, pursuant to Education Code section 5091.

MOTION: By: KW 2ND MF ROLL CALL: FURTADO X, WISE X

- b. Approve Notice of Intention to amend a conflict-of-interest code. Revise Form 700 filing officer – from Clerk of the Board of Supervisors to Paradise Elementary School. (Attachment)

MOTION: By: MF 2ND KW ROLL CALL: FURTADO X, WISE X

- c. Approve Quote 57 from RocketPoint Solutions, Inc. - Extended antivirus software security and monitoring - \$625.50 monthly for 12 months – total \$7,506.00 (Attachment).

MOTION: By: KW 2ND MF ROLL CALL: FURTADO X, WISE X

- d. Approve Quote 58 from RocketPoint Solutions, Inc. – Microsoft Exchange with software assurance - \$1,728.31 (Attachment).

MOTION: By: MF 2ND KW ROLL CALL: FURTADO X, WISE X

- e. Approve sale of Scag lawn mower

MOTION: By: MF 2ND KW ROLL CALL: FURTADO X, WISE X

9. Information Items.

- a. Elementary School
- b. Charter School

10. Closed Session.

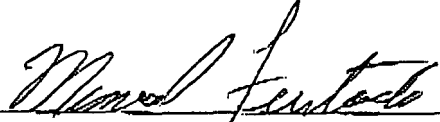
The meeting was closed to the public at 8:30 p.m.

- a. Discuss personnel and negotiations.

The meeting was opened to the public at 9:08 p.m.

11. Adjournment. The meeting was adjourned by Manuel Furtado at 9:10 p.m.

Approved on December 13, 2012



Manuel Furtado



Kevin Wise

2012 Local Agency Biennial Notice

Name of Agency: Shiloh School District

Mailing Address: 6633 Paradise Rd., Modesto, CA 95358

Contact Person: Seth Ehrler / Rosemary Macedo Office Phone No: 209-522-2261

E-mail: sehrler@shiloh.k12.ca.us / rmacedo@shiloh.k12.ca.us Fax No: 209-522-0188

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:

(Mark all that apply.)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

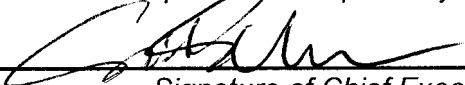
Other (describe) Change location of filing Form 700 Statement of Economic Interests

No amendment is required.

The code is currently under review by the code reviewing body.

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

9/14/2012
Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

BOARD OF SUPERVISORS
2012 SEP 20 A 10:51

ATTACHMENT A
CONFLICT OF INTEREST CODE
OF THE SHILOH SCHOOL DISTRICT

The Political Reform Act, Government Code Section 81000 et seq., requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a regulation, 2Cal. Code of Regs., Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs., Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and along with the attached Appendix consisting of this Attachment A and Attachments B through D, in which members and employees are designated and disclosure categories are set forth, and the place of filing is specified, shall constitute the Conflict of Interest Code of the Shiloh School District.

Designated employees shall file statements of economic interests with the agency. Upon receipt of the statements of the various designated members and employees, the designated agency shall retain the original of these statements to the place of filing, as indicated on Attachment D.

2012 DEC 19 A 11:41

BOARD OF SUPERVISORS

ATTACHMENT B
CONFLICT OF INTEREST CODE
OF THE SHILOH SCHOOL DISTRICT
DESIGNATED EMPLOYEES/POSITIONS

Under provisions of the Standard Code, designated employees/positions shall file statements of economic interests. Listed below are the designated employees/positions for the Shiloh School District and the appropriate schedules for filing:

POSITIONS:

DISCLOSURE CATEGORY:

Members of the Board of Trustees

I/II

Superintendent

I/II

Consultant(s)

III

ATTACHMENT C
CONFLICT OF INTEREST CODE
OF THE SHILOH SCHOOL DISTRICT
DISCLOSURE CATEGORIES FOR DESIGNATED EMPLOYEES/POSITIONS

CATEGORY I

Designated employees assigned to this category must report:

- A. Interest in real property which are located, in whole or in part: (1) within the boundaries of the district, (2) within two miles of the boundaries of the district, or (3) within two miles of any land owned or used by the district, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property;
- B. Investments and business positions in business entities or income from sources which engage in the acquisition or disposal of real property within the jurisdiction;
- C. Investments and business positions in business entities or income from sources which: (1) are contractors or subcontractors engaged in the performance of work or services of the type utilized by the district, or (2) which manufacture, sell or provide supplies, materials, books, machinery, services or equipment of the type utilized by the district.

CATEGORY II

Designated employees assigned to this category must report:

Investments and business positions in business entities and income from sources which manufacture, sell, or provide, supplies, materials, books, machinery, services or equipment of the type utilized by employee's department or the district. For the purpose of this category, a principal's department is his/her entire school.

CATEGORY III

Consultants shall disclose, pursuant to broadest disclosure category and the code, subject to the following limitation:

The Administrator may determine, in writing, that a particular consultant, 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 duties and, based upon that description a statement of the extent of the disclosure requirements. The Administrator's determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

ATTACHMENT D
CONFLICT OF INTEREST CODE
OF THE SHILOH SCHOOL DISTRICT
PLACE OF FILING

DESIGNATED EMPLOYEES/POSITIONS:

Where: Shiloh School District

The District shall maintain an original of each "Statement of Financial Interests" form at the District at 6633 Paradise Road, Modesto, CA 95358



Shiloh School District

6633 Paradise Road • Modesto, CA 95358 • (209) 522-2261

MEETING OF THE SHILOH SCHOOL DISTRICT BOARD OF TRUSTEES

Agenda

Tuesday, October 9, 2012

6:45 P.M.

Regular Meeting – Shiloh School Staff Room

- 1.0 Call to Order
- 2.0 * Approval of Agenda/September Minutes of Regular Meeting (9/11/2012)
- 3.0 Public Comment
- 4.0 Superintendent's Report
 - 4.1 September Budget vs. Actuals 2012-2013
 - 4.2 SELPA Transportation Costs
 - 4.3 Williams Settlement Complaint Report (July, August, September 2012)
- 5.0 * Approval of Warrants/Reimbursement of the Revolving Fund
- 6.0 New Business
 - 6.1 * 2012 Review of Conflict-of-Interest Code
 - 6.2 * Date Changes for January and April 2013 Board Meetings
- 7.0 Adjournment

George Avila, President/Clerk

Posted on October 5, 2012 at Shiloh School, Twin Rivers Saloon, and Woodland Avenue Fire Station #2

***Shiloh School District
6633 Paradise Road
Modesto, CA 95358***

October 9, 2012
SHILOH SCHOOL STAFF ROOM

MINUTES

Present: George Avila, Larry Inderbitzen, and Ed Kidd, board members
Seth Ehrler, Superintendent, Rosemary Macedo, Administrative Asst.,
and Austin Wilhite

1. The Shiloh School District Board of Trustees regular meeting was called to order at 6:47 P.M. by George Avila, president/clerk of the board.

2. Previous Minutes/Agenda

Motion by Larry Inderbitzen, seconded by Ed Kidd, to approve the September 11, 2012, minutes and the October 9, 2012, agenda. Motion carried.

3. Public Comment

No comments were received from the public.

4. Superintendent's Report

4.1 Mr. Ehrler and the Board reviewed the September Budget vs. Actuals summary 2012-2013.

4.2 Mr. Ehrler and the Board discussed the new proposed plans for basing SELPA transportation costs.

4.3 The Williams Settlement Quarterly Uniform Complaint Report was presented to the Board with no complaints.

5. Approval of Warrants/Reimbursement of Revolving Cash Fund

Motion by Ed Kidd, seconded by George Avila, to approve the warrants and reimbursement of the revolving cash fund. Motion carried.

6.0 New Business

6.1 Motion by Ed Kidd, seconded by Larry Inderbitzen, to approve the revised Conflict-of-Interest Code. Motion carried.

6.2 Motion by Ed Kidd, seconded by George Avila, to approve date changes for the January board meeting from January 8, 2013 to January 15, 2013, and the April board meeting from April 9, 2013 to April 16, 2013. Motion carried.

7.0 Adjournment

Motion by George Avila, seconded by Ed Kidd, to adjourn the meeting at 7:29 P.M. Motion carried.

President/Clerk Signature:



George Avila

2012 Local Agency Biennial Notice

Name of Agency: Waterford Unified School District
Mailing Address: 219 N. Reinway Ave., Waterford, 95386
Contact Person: Peggy Leonard Office Phone No: (209) 596-9370
E-mail: pleonard@waterford.k12.ca.us Fax No: (209) 874-3109

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:
(Mark all that apply.)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.
- Other (describe) District will be filing location.
- No amendment is required.
- The code is currently under review by the code reviewing body.

2012 OCT 11
BOARD OF SUPERVISORS

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

[Signature]
Signature of Chief Executive Officer

10-5-12
Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

2012 Local Agency Biennial Notice

Name of Agency: Waterford Unified School District
Mailing Address: 219 N. Reinway Ave., Waterford, 95386
Contact Person: Peggy Leonard Office Phone No: (209) 596-9370
E-mail: plward@waterford.k12.ca.us Fax No: (209) 874-3109

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:

(Mark all that apply.)

- Include new positions.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

Other (describe) District will be filing location.

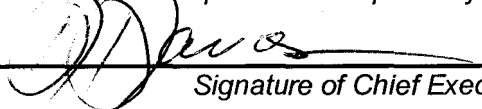
No amendment is required.

The code is currently under review by the code reviewing body.

2012 OCT 11 A 11:00
BOARD OF SUPERVISORS

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

10-5-12

Date

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Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

Waterford USD

Board Bylaw

Conflict Of Interest

BB 9270

Board Bylaws

Incompatible Activities

Governing Board members shall not engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the district. (Government Code 1126)

Conflict of Interest Code

The district's conflict of interest code shall be comprised of the terms of 2CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with a district attachment specifying designated positions and the specific types of disclosure statements required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code in even-numbered years. If no change in the code is required, the district shall submit by October 1 a written statement to that effect to the code reviewing body. If a change in the code is necessitated by changed circumstances, the district shall submit an amended code to the code reviewing body. (Government Code 87306.5)

When a change in the district's conflict of interest code is necessitated by changed circumstances, such as the creation of new designated positions, amendments or revisions, the changed code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing conflict of interest codes, the district shall provide officers, employees, consultants and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

If a Board member or designated employee determines that he/she has a financial interest in a decision, as described in Government Code 87103, this determination shall be disclosed. The member shall be disqualified from voting unless his/her participation is legally required. (2 CCR 18700)

Statements of economic interests submitted to the district by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction. The statements shall be on file at the WUSD District Office 219 N. Reinway Ave. Bldg. 2, Waterford, CA 95386. (Government Code 81008)

Waterford Unified School District Minutes

Created: December 20, 2012 at 10:25 AM

BOARD OF SUPERVISORS

Regular Board Meeting

December 13, 2012
Thursday, 07:00 PM

2012 DEC 20 P 1:09

WUSD Board Room
319 N. Reinway Ave.
Waterford, CA 95386

Attendees

Tim Bomgardner
Sheila Collins
Matt Erickson
Lisa Hawkins
Jim Weaver
Don Davis

Board Member
Board Member
Board Member
Board Member
Board Member
Superintendent *non-voting*

A. CALL TO ORDER

Minutes

Meeting called to order at 7:02pm

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Minutes

All members present

D. APPROVAL OF AGENDA

1. Vote to Approve Agenda (1)

Motion made by: Tim Bomgardner

Seconded by: Lisa Hawkins

Votes

Unanimously Approved

E. ANNUAL ORGANIZATIONAL MEETING - ACTION ITEM

1. The Annual Organizational meeting is held pursuant to Education Code Section 35143. In addition, the Governing Board must elect a trustee to serve on the Stanislaus County Committee on School District Organization; Education Code 47633 requires the Governing Board to annually file a statement designating who is assigned as the authorized agent to sign payroll; Government Code Section 53051 requires each district to update its roster of members.

- A. Selection of Trustee to Serve on Stanislaus County Committee on School District Organization.
- B. Designation of Authorized Agents
 - 1. Don Davis, Superintendent
 - 2. Jose Aldaco, Assistant Superintendent
 - 3. Erik Lee, Business Manager
 - 4. Ysabel Rockwell, Director of Personnel
- C. Set Board Meeting Time / Dates
- D. Election of New Officers
 - 1. President
 - 2. Clerk
- E. Update of Board Roster (Gov. Code 53051)

Minutes

A. Selection of Trustee to Serve on Stanislaus County Committee on School District Organization.

Motion to elect Sheila Collins to serve on the committee by Tim Bomgardner; Seconded by Lisa Hawkins. Unanimously Approved

B. Designation of Authorized Agents

- 1. Don Davis, Superintendent
- 2. Jose Aldaco, Assistant Superintendent
- 3. Erik Lee, Business Manager
- 4. Ysabel Rockwell, Director of Personnel

Motion by Matt Erickson; Seconded by Sheila Collins. Unanimously Approved

C. Set Board Meeting Time / Dates

Motion by Tim Bomgardner to set the meeting dates as the 2nd Thursday of the month; Regular session will start at 7:00pm; Seconded by Lisa Hawkins. Unanimously Approved

D. Election of New Officers

- 1. President - Motion to elect Matt Erickson by Tim Bomgardner; Seconded by Lisa Hawkins. Unanimously Approved
- 2. Clerk - Motion to elect Lisa Hawkins by Sheila Collins; Seconded by Tim Bomgardner. Unanimously Approved

E. Update of Board Roster (Gov. Code 53051)

F. HEARING OF THE PUBLIC

1. Members of the public may be heard on any item within the subject matter jurisdiction of the Board. A person addressing the Board will be limited to 3 minutes, unless the Chairman of the Board grants a longer period of time. Comments by members of the public on an item on the agenda will be allowed before or during consideration of the item by the Board.

Minutes

Nancy Tosta spoke about the new Garden Club at Whitehead School and shared pictures of students working the garden.

G. CONSENT CALENDAR

1. Vote to Approve Consent Calendar (M)

Motion made by: Jim Weaver
Seconded by: Lisa Hawkins

Votes

Unanimously Approved

2. Previous Meeting Minutes (C)

November 8, 2012 Regular Mtg.

3. Warrants (C)**4. Interdistrict Agreements (C)**

Interdistrict Agreements are approved based on one of the eleven criteria stated in Board Policy and Administrative Regulation 5117.1(a).

<u>Student</u>	<u>Grade</u>	<u>District</u>
Adam Harris	11	from Turlock Fall 2012 Semester Only
Justin Lautenschlaeger	12	from Hughson
Douglas Schmidt	10	from Hughson
Calvin Tak	11	to Modesto City

5. Approval of Stipulated Student Expulsions (C)

Student Expulsion #121213-001 for violating Ed. Code 48900(c)

Student Expulsion #121213-002 for violating Ed. Code 48900(c)

Student Expulsion #121213-003 for violating Ed. Code 48900(c)

Student Expulsion #121213-004 for violating Ed. Code 48915(a)(3) **Suspended**

6. Second Reading and Approval of Board Policy 5141.33 Head Lice (C)**7. Second Reading and Approval of Revised Administrative Regulation 5144.1 Suspension and Expulsion/Due Process (C)****8. Second Reading and Approval of Revised Administrative Regulation 6146.2 Certificate of Proficiency/High School Equivalency (C)****9. Second Reading and Approval of Revised Board Bylaw 9270 Conflict of Interest (C)****10. Second Reading and Approval of Revised Board Bylaw 9321 Closed Session Purposes and Agendas (C)****11. Second Reading and Approval of Revised Board Policy and Administrative Regulation 5117 Interdistrict Attendance (C)****12. Accept Donation from Target to Waterford Junior High in the amount of \$169.21 (C)****13. Accept Donation from Save Mart to Waterford Junior High in the amount of \$32.88 (C)****14. Accept Moon Primary School's PTA Child Care / Yard Duty Donation in the amount of \$310 (C)****15. Accept Moon Primary School's PTA Field Trip Donation in the amount of \$2,000 (C)****16. Accept Donation from Waterford Education Foundation for Challenge Day in the amount of \$1,000 (C)****17. Accept Moon Primary School PTA Donation for Student Supplies in the amount of \$2,500 (C)****H. HIGHLIGHTS / SUPERINTENDENTS REPORT****1. Recognition of School Volunteer**

Oscar and Nelly Velazquez - Whitehead School

Minutes

Jose Aldaco spoke about the support Mr & Mrs. Velazquez gives to the school.

2. Student Representative Report from London MillerMinutes

The new student rep. Maggie Lunt read highlights from the school sites.

3. Site UpdatesMinutes

Paul Patterson added to his highlights that the sign in front of his school site now reads Waterford Junior High.

Don Davis thanked everyone that helped with Challenge Day.

Steve Kuykendall said there was over 1,500 people at the Moon School winter program that was held at WHS.

Jose Aldaco said after winter break Whitehead School teachers will more aggressively address the English Language Learners and the schools master schedule will be changed to accommodate this. He also read a letter from MIT regarding a former student acknowledging teacher Nate Oberg.

4. Educational Services Update

5. Superintendent Update

Minutes

Don Davis spoke about the attendance at the Moon School winter program and that an insert was included with the program that highlighted positive aspects of WUSD schools. He also said he has submitted WUSD as a voluntary district to pilot the Smarter Balance Assessment.

I. BOARD INFORMATION ITEMS

1. Enrollment

2. Program Information Report For Regional Head Start and Early Head Start

The School Readiness Act of 2007 requires Governing Boards to receive yearly Program Information Reports. These reports are for the 2011-2012 school year.

3. Regional and Early Head Start Monthly Update

J. BOARD DISCUSSION / ACTION ITEMS

1. Approval of Master Contract for Nonsentarian, Nonpublic School/Agency Services with East Valley Educational Center from October 29, 2012 to June 30, 2013 (M)

The Special Education would like to request to contract with East Valley Educational Center to provide services for a special education student who has not been identified with Emotional Disturbance (ED) Disability while the IEP team goes through the process of identifying the student's needs. Fiscal impact approximately \$24,201.70 from Special Education funds.

Minutes

Motion as stated

Motion made by: Sheila Collier

Seconded by: Tim Bomgardner

Votes

Unanimously Approved

2. First Reading Revised Board Policy 0410 Nondiscrimination In District Programs and Activities (D)

This policy was revised to reflect new laws which expands the prohibited bases of discrimination and federal regulations regarding compliance with the Americans with Disabilities Act.

3. First Reading Revised Board Policy and Administrative Regulation 0420.4 Charter School Authorization (D)

This policy and regulation has been renamed and addresses the process for submission of a charter petition to the district and for the Board's review and approval/denial of the petition. The regulation also details closure procedures of a charter school.

4. First Reading New Board Policy and Exhibit 0420.41 Charter School Oversight (D)

This new policy and exhibit contains material formally in BP/AR 0420.4 regarding the Board's responsibility for monitoring the performance of any charter school it authorizes and other legal requirements.

5. First Reading New Board Policy 0420.42 Charter School Renewal (D)

This new policy contains material formerly in AR 0420.4 regarding submission and review of a petition for charter renewal. It also reflects new state regulations.

6. First Reading New Board Policy 0420.43 Charter School Revocation (D)

This new policy contains material formerly in AR 0420.4 regarding grounds for revocation of a charter and required notifications. It also reflects a new court decision and new state regulations.

7. Approval of First Reading of Uniform Complaint Procedure (UCP) Parent Notification (D)

WUSD is amending the Uniform Complaint Procedure to comply with the latest update with Assembly Bill 9 and meet compliance with Education Code. This document presents information about how the Waterford Unified School District processes UCP complaints concerning particular programs or activities in which we receive state or federal funding. No fiscal impact.

8. First Reading of the Single Plan for Student Achievement 2012-13 for Richard Moon Primary, Lucille Whitehead Intermediate, Waterford Junior High, Waterford High, and Sentinel High Schools (D)

School Site Councils met in September, October, and November 2012 to discuss the revisions of the Single Plan for Student Achievement for the 2012-13 school year. Site principals shared how the plan was developed and data used to set this year's goals. No fiscal impact.

9. Discussion and Approval of Administrative Salary Correction for Assistant Superintendent Position (D) (M)

The Assistant Superintendent salary schedule approved by the Board for the 2008 - 09 SY had step increases of lesser percents than all other administrative positions (excluding District Superintendent which has no step increases). This proposal applies the same percentage increase to STEPS II, III, & IV that the other admin positions receive.

Option 1: NO CHANGE = NO FISCAL IMPACT

Option 2: FY 2012-13 approximately \$3,020; subsequent years approximately \$5,176/yr.

Option 3: Retro to beginning of FY 2012-13 approximately \$5,176; subsequent years approximately \$5,176/yr.

Option 4: Retro to start of position FY 2012 -13 approximately \$10,499; subsequent years approximately \$5,176/yr.

Minutes

Lisa Hawkins asked Ysabel Rockwell, Director of Personnel if this has happened before and if so, what was the outcome. Mrs. Rockwell said the employee's salary was made whole and retroactive.

Becky Nava said the teachers she had spoken to were in favor of the salary schedule being fixed; and in the past when this occurred, the employee was paid retroactively back to when the mistake was made.

Motion was made to approve Option #3.
Roll Call Vote.
Motion made by: Tim Bomgardner
Seconded by: Jim Weaver

Votes

Tim Bomgardner	Yes
Sheila Collins	No
Matt Erickson	Yes
Lisa Hawkins	No
Jim Weaver	Yes

10. Approval to Raise the WUSD Mileage Reimbursement Rate to the IRS Rate of \$0.565/mile Effective January 1, 2013 (M)

The Internal Revenue Service (IRS) has announced that, beginning January 1, 2013, the standard mileage reimbursement rates for the use of a car (including vans, pickups, or panel trucks) will be \$0.565 for business miles driven (as compared to \$0.555/mi in year 2012). Fiscal impact estimated cost increase of \$250/yr.

Minutes

Motion as stated.
Motion made by: Sheila Collins
Seconded by: Lisa Hawkins

Votes

Unanimously Approved

11. Approval of Assignment (M)

Superintendent/Interim Principal, Don Davis has verified that the following teacher has the appropriate skills and knowledge and has agreed to the assignment: Janet Brownell - Physics.

Minutes

Motion to approve Board Assignment

Motion made by: Tim Bomgardner
Seconded by: Sheila Collins

Votes

Unanimously Approved

12. Approval of Application for Waiver of Minimum Classroom Compensation 55% Rule for FY 11-12 (M)

Due to the prolonged dire and exigent financial circumstances in which WUSD found itself in fiscal year 10-11 and 11-12, deep cuts to WUSD's expense base were necessary in order to remain solvent. These circumstances forced the district to drop below the 55% minimum classroom compensation threshold and therefore resulting in the need for a waiver for the fiscal year 11-12.

Minutes

Motion as stated.
Motion made by: Sheila Collins
Seconded by: Jim Weaver

Votes

Unanimously Approved

13. Approval of the District Master Contract General Agreement for Supplemental Educational Services (SES) 2012-13 for Richard Moon Primary, Lucille Whitehead Intermediate and Waterford Jr. High School-Program Improvement with TutorWorks (1)

This provider was not with the original approval in August. This Agreement will serve to establish service guidelines with the SES providers listed and been approved by the California Department of Education. Fiscal Impact of approximately \$758.72 per Qualifying Pupil (Pending CDE Approval) funded with Title I Funds - 20% District Wide.

Minutes

Motion as stated.

Motion made by: Lisa Hawkins

Seconded by: Jim Weaver

Votes

Unanimously Approved

14. Approval of Fiscal Year 2012/13 1st Interim (1)

The 1st Interim is a statement of all receipts and expenditures of the district for the period dated July 1 - October 31 of the current fiscal year and is filed with the county Superintendent of Schools.

Minutes

Erik Lee presented the 1st Interim.

Motion as stated.

Motion made by: Sheila Collins

Seconded by: Jim Weaver

Votes

Unanimously Approved

15. Discussion Regarding Scheduling a Board Workshop (1)

Minutes

The Board will have a workshop on Saturday, January 26, 2013 to discuss and develop goals, designate special funds, and talk about what was learned at the CSBA conference.

K. BOARD COMMENTS

Minutes

Sheila Collins thanked Erik Lee and his staff in the Business Office. She commented on the Moon School winter program and the recent Challenge Day.

Tim Bomgardner spoke about Challenge Day. He also talked about the CSBA conference and how it was good to have the time to get together and said he liked the workshop he attended "Textbooks to Technology" where students have I-Pads instead of textbooks.

Lisa Hawkins spoke about an article from CASBO about a student drop-out summit. She said she liked that so many of the things the article said to do to keep students in school is already being done in Waterford. She spoke of the last football game; an article in the Modesto Bee; the Waterford Junior High School band concert and how it was a credit to Melanie Work; and lastly she said the LWIS Garden Club is a great idea.

Jim Weaver thanked Nancy Tosta for the Garden Club and how the city is working to bring a farmers market to Waterford. He thanked administration for the hard work to put on Challenge Day.

Matt Erickson complimented the Board and Superintendent for participating in the CSBA conference. He said Challenge Day is a life-changing experience. He wished everyone a Merry Christmas and Happy New Year.

L. ADJOURN

Minutes

Meeting adjourned at 8:32pm

Signature

Date

DRAFT

2012 Local Agency Biennial Notice

Name of Agency: OAK FLAT WATER DISTRICT
Mailing Address: P.O. Box 1596 - PATTERSON, CA 95363
Contact Person: WILLIAM HARRISON Office Phone No: (209) 892-4470
E-mail: wharrison@delpuertowd.org Fax No: (209) 892-4469

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that (Check one box):

An amendment is required. The following amendments are necessary:

(Mark all that apply.)

Include new positions.

Revise disclosure categories.

Revise the titles of existing positions.

Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

Other (describe) Change filing officer from Clerk of the Board of Supervisors to District Secretary.

No amendment is required.

The code is currently under review by the code reviewing body.

BOARD OF SUPERVISORS
2012 OCT - 1 A 11

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

9/20/12

Date

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Clerk of the Board of Supervisors
1010 10th Street, Suite 6700
Modesto, CA 95354

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

Oak Flat Water District

P. O. Box 1596

Patterson, California 95363

Phone: (209) 892-4470

FAX: (209) 892-4469

BOARD OF SUPERVISORS

2012 DEC 21 P 2:57

December 20, 2012

Christine Ferraro Tallman
Clerk of the Board of Supervisors - Stanislaus County
1010 Tenth Street, Suite 6700
Modesto, CA 95354

Re: Amendment of District's Conflict of Interest Code

Dear Ms. Ferraro Tallman:

The Board of Directors has reviewed and approved requested changes to the District's Conflict of Interest Code intended to make the District Secretary the filing officer and the District's Office the filing location for all original Form 700's.

A ~~strikeout~~/underline version of the requested changes is attached for your use in this regard.

Subsequent to filing of its 2012 Biennial Notice, the District has determined that no other amendments to its Code are required at this time.

Please let me know if you require any other information or actions in this regard.

Sincerely,



William D. Harrison, Secretary/Manager
OAK FLAT WATER DISTRICT

Encls.

WDH:h

ATTACHMENT A
CONFLICT OF INTEREST CODE
OF THE OAK FLAT WATER DISTRICT

The Political Reform Act, Government Code Section 81000, et seq., requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted a regulation 2 Cal. Code of Regs. Sec. 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs., Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and along with the attached Appendix consisting of this Attachment A and Attachments B through D, in which member and employees are designated and disclosure categories are set forth, and the place of filing is specified, shall constitute the Conflict of Interest Code of the Oak Flat Water District.

Designated employees shall file statements of economic interests with the agency. Upon receipt of the statements of the various designated members and employees, the designated agency shall ~~make and retain a copy and forward~~ the original of these statements to the place of filing, as indicated on Attachment D.

ATTACHMENT B
CONFLICT OF INTEREST CODE
OF THE OAK FLAT WATER DISTRICT
DESIGNATED EMPLOYEES/POSITIONS

Under provisions of the Standard Code, designated employees/positions shall file statements of economic interests. Listed below are the designated employees/positions for the Oak Flat Water District and the appropriate schedules for filing:

POSITIONS: _____

DISCLOSURE CATEGORY:

Member of the Board of Directors	I/II
Executive Secretary	I/II
General Manager	I/II
Consultant(s)	III

ATTACHMENT C
CONFLICT OF INTEREST CODE
OF THE OAK FLAT WATER DISTRICT
DISCLOSURE CATEGORIES FOR DESIGNATED EMPLOYEES/POSITIONS

CATEGORY I

Interest in real property located within the District

CATEGORY II

All sources of income and investments, and business positions in business entities located in or doing business in the District or all sources which provide facilities, service, supplies, or equipment of the type utilized by the District.

CATEGORY III

Consultants shall disclose, pursuant to broadest disclosure category and the code, subject to the following limitation:

The Oak Flat Water District may determine, in writing, that a particular consultant, 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 duties and, based upon that description, a statement of the extent of the disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

ATTACHMENT D
CONFLICT OF INTEREST CODE
OF THE OAK FLAT WATER DISTRICT
PLACE OF FILING

DESIGNATED EMPLOYEES/POSITIONS:

Where: Oak Flat Water District

The District shall maintain a copy of each "Statement of Financial Interests" form at the District and the original Statements shall be forwarded to the Clerk of the Board of Supervisors at 1100 H Street, Modesto, CA 95340 Office at 17840 Ward Avenue, Patterson, CA 95363.