



DEPARTMENT OF CHILD SUPPORT SERVICES
ALAMEDA COUNTY, CALIFORNIA
PHYLLIS P. NANCE, DIRECTOR

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Agenda # ___, October 23, 2018

October 9, 2018

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, CA 94612-4305

Dear Board Members:

SUBJECT: APPROVE AN AMENDMENT TO THE DEPARTMENT OF CHILD SUPPORT SERVICES CONFLICT OF INTEREST CODE.

RECOMMENDATION:

- A. Approve an amendment to the Department of Child Support Services Conflict of Interest Code to update the classifications of designated filers required to adhere to the Conflict of Interest Code governed by the Political Reform Act.

DISCUSSION/SUMMARY:

Under the Political Reform Act, government code section 87100, public agencies are mandated to institute a conflict of interest code. The code requires disclosure of investments, interest in real property, and income through the annual filing of the Statement of Economic Interest (Form 700) by the Department of Child Support Services (DCSS) officers, employees, and agents that participate in agency funding decisions to ensure that direct or indirect financial interest does not exist in the financial transactions they affect.

The persons required to adhere to the adopted code are identified using guidance from the Political Reform Act, Government Code Section 1090. These designated filers are listed in the Appendix of Designated Positions within the DCSS Conflict of Interest Code. And, the type of assets required to be reported by the filers are listed in the Appendix of Disclosure Categories within the code.

Thus, the Appendix of Designated Positions has been amended to reflect the current officers, employees, and agents of DCSS required to adhere to the adopted code by removing eight positions, adding one position, and revising the title of one position.

FUNDING:

There is no fiscal impact to the County for approving this recommendation.

Respectfully submitted,

DocuSigned by:
Phyllis P. Nance
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Phyllis Nance, Director
Department of Child Support Services

APPENDIX OF DESIGNATED POSITIONS
OCTOBER 2018
COUNTY OF ALAMEDA
DEPARTMENT OF CHILD SUPPORT SERVICES

<u>Class/Position</u>	<u>Disclosure/Category</u>
Director	1
Deputy Director	1
Supervising Child Support Attorney	1
Child Support Attorney I-IV	1
Admin/Financial Services Manager	1
Departmental Human Resource Manager	2
Child Support Program Managers	2
Information Systems Manager	2
Senior Accountant	2

**APPENDIX OF DISCLOSURE CATEGORIES
ALAMEDA COUNTY DEPARTMENT OF
CHILD SUPPORT SERVICES**

Category	Disclosure Required
1	Persons in this category must disclose all investments and business positions in business entities, sources of income and interests in real property.
2	Persons in this category must disclose those investments and business positions in business entities, sources of income and interests in real property which provide or directly support the provision of expert services or the provision of office supplies and office support services in Alameda County or derive income from the provision of those activities in Alameda County.