

EL CAMINO HEALTHCARE DISTRICT

Conflict of Interest Code

October 15, 2024

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL CAMINO HEALTHCARE DISTRICT ADOPTING BY
REFERENCE THE MODEL CONFLICT OF INTEREST CODE
SET FORTH IN TITLE 2, SECTION 18730 OF THE
CALIFORNIA CODE OF REGULATIONS

RESOLUTION 2024-10

As Amended October 15, 2024

WHEREAS, pursuant to Section 87300 *et. seq.* of the California Government Code, the El Camino Healthcare District is required to adopt and promulgate a Conflict of Interest Code;

WHEREAS, the El Camino Healthcare District previously adopted a Conflict of Interest Code on October 16, 2018;

WHEREAS, The El Camino Healthcare District desires now to update its formal Conflict of Interest Code so as to comply with changes to the applicable provisions of Section 87300 *et. seq.* of the California Government Code and Title 2, Section 18730 of the California Code of Regulations;

WHEREAS, pursuant to Government Code Section 87302, the Conflict of Interest Code must specifically enumerate the positions within the District, other than those specified in Government Code Section 87200, that involve making or participating in making decisions that may have a reasonably foreseeable material effect upon any financial interest, and for each such enumerated position, the Conflict of Interest Code must state the specific types of investments, business positions, interests in real property and sources of income that are reportable;

WHEREAS, Title 2, Section 18730 of the California Code of Regulations contains the terms of a Model Conflict of Interest Code developed by the Fair Political Practices Commission (“FPPC”) that agencies can adopt by reference, which may be amended from time to time by the FPPC after public notice and hearing to conform to amendments in the Political Reform Act; and,

WHEREAS, adopting by reference the terms of the FPPC’s Model Conflict of Interest Code set forth in the California Code of Regulations, and amendments thereto, as the Conflict of Interest Code of the El Camino Healthcare District will meet the statutory requirements for adopting such a code and save the District the time and resources by minimizing the actions required to keep the Code in conformity with the Political Reform Act;

NOW THEREFORE, the Board of Directors of the El Camino Healthcare District resolves as follows:

1.0 The Model Conflict of Interest Code set forth in Title 2, Section 18730 of the California Code of Regulations, which is incorporated herein by reference, and any amendments to the Model Conflict of Interest Code subsequently adopted by the FPPC, are hereby adopted by the El Camino Healthcare District as its Conflict of Interest Code. The full text of 2, CCR Section 18730 may be found at the FPPC home page: (<http://www.fppc.ca.gov>).

2.0 **Exhibit A**, which is attached hereto and incorporated herein, enumerates the positions within the District (in addition to any of those set forth in Government Code Section 87200) that are subject to the provisions of the Conflict of Interest Code and their respective disclosure categories. This Resolution and the attached Exhibit A together constitute the Conflict of Interest Code of the El Camino Healthcare District.

3.0 Pursuant to Section 4 of the Model Conflict of Interest Code adopted hereby, public officials and designated employees shall file Statements of Economic Interests with the Director of Governance Services of the El Camino Healthcare District, who shall be the District's filing official. If a statement is received in signed paper format, the district's filing official shall make and retain a copy and forward the original of this statement to the filing officer, the County of Santa Clara Clerk of the Board of Supervisors. If a statement is electronically filed using the County of Santa Clara's Form 700 e-filing system, both the District's filing official and the County of Santa Clara Clerk of the Board of Supervisors will receive access to the e-filed statement simultaneously. Statements of Economic Interests shall be made on forms prescribed by the FPPC. The District shall make the statements available for public inspection and reproduction pursuant to Government Code Section 81008.

4.0 No Conflict of Interest Code shall be effective until it has been approved by the code reviewing body. Notwithstanding this effective date, the adoption of this Conflict of Interest Code shall not be considered an original adoption as to those designated officials or employees who have already been filing annual statements of economic interest. Those persons shall not be required to file again this year. Newly designated officials or employees who were not already required to file by law shall file statements within 30 days of the effective date of this Code, and all designated officials and employees shall continue to file statements upon assuming or leaving office as directed in Sections of the Model Conflict of Interest Code.

Passed and adopted at a Regular Meeting of the Board of Directors of the El Camino Healthcare District held on the 15th of October of 2024, by the following vote:

AYES: Fung, Miller, Somersille, Ting, Zoglin

NOES:

ABSENT:

ABSTAIN:

Signed by:

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John Zoglin, Secretary
El Camino Healthcare District
Board of Directors

EXHIBIT A

DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES

Designated Positions:

Disclosure Categories:

CHIEF EXECUTIVE OFFICER*	1
CHIEF LEGAL OFFICER*	1
CHIEF ADMINISTRATIVE SERVICES OFFICER*	2
CHIEF COMMUNICATIONS AND MARKETING OFFICER*	2
CHIEF INFORMATION OFFICER*	2
CHIEF OPERATING OFFICER*	2
CONTROLLER*	2
DIRECTOR, GOVERNANCE SERVICES*	2
DIRECTOR, COMMUNITY PARTNERSHIPS*	2
DIRECTOR, STRATEGIC COMMUNICATIONS*	2
EXECUTIVE DIRECTOR, GOVERNMENT RELATIONS AND COMMUNITY PARTNERSHIPS*	2
MEMBER, COMMUNITY BENEFIT ADVISORY COUNCIL	2
CONSULTANT	3 ¹
NEWLY CREATED POSITION**	

* These positions are employees of El Camino Hospital who provide services to the El Camino Healthcare District per agreement with the District.

**** Newly Created Positions**

A newly created position that makes or participates in the making of decisions that may foreseeably have a material effect on any financial interest of the position-holder, and which specific position title is not yet listed in the District’s conflict of interest code is included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The CEO may determine in writing that a particular newly created position, although a “designated position,”

¹ In general, unless outside legal counsel engaged to represent the District participate in making governmental decisions as defined in regulation 18704, they shall not be deemed to be “consultants” for purposes of the District’s Conflict of Interest Code.

is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the broadest disclosure requirements, but instead must comply with more tailored disclosure requirements specific to that newly created position. Such written determination shall include a description of the newly created position's duties and, based upon that description, a statement of the extent of disclosure requirements.

The District'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. (Gov. Code Section 81008.)

As soon as the District has a newly created position that must file statements of economic interests, the District shall contact the County of Santa Clara Clerk of the Board of Supervisors Form 700 division to notify it of the new position title to be added in the County's electronic Form 700 record management system, known as eDisclosure. Upon this notification, the Clerk's office shall enter the actual position title of the newly created position into eDisclosure and the District shall ensure that the name of any individual(s) holding the newly created position is entered under that position title in eDisclosure.

Additionally, within 90 days of the creation of a newly created position that must file statements of economic interests, the District shall update this conflict-of-interest code to add the actual position title in its list of designated positions, and submit the amended conflict of interest code to the County of Santa Clara Office of the County Counsel for code-reviewing body approval by the County Board of Supervisors. (Govt. Code Sec. 87306.)

Disclosure Categories:

Category 1: A position assigned to this category must report all investments and business positions and sources of income (including gifts, loans, and travel payments) from sources related to the health care industry, which shall include but not be limited to medical equipment suppliers, pharmaceutical companies, insurance companies, suppliers of health and behavioral health care services, and any other entities related to the health care industry, and all sources that are of the type which within the previous two years have provided services, equipment, leased space, materials, or supplies to the District, and all sources that receive, are planning to apply to receive, or have received in the last two years, grants or other monies from or through the District. A position in this category must also report all interests in real property located entirely or partly within the boundaries of the district, or within two miles of district boundaries, or of any land owned or used by the District.

Category 2: A position assigned to this category must report investments and business positions in business entities, and income (including gifts, loans and travel payments) from sources that are of the type which within the previous two years has provided services, equipment, leased space, materials, or supplies to the District, or which receive, are planning to apply to receive, or have received in the last two years, grants or other monies from or through the District. A position in this category must also report all interests in real property located entirely or partly within the boundaries of the District, or within two miles of District boundaries, or of any land owned or used by the District.

Category 3: Consultants, as defined for purposes of the Political Reform Act, shall disclose pursuant to the broadest disclosure category in the conflict of interest code subject to the following limitation: The CEO may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements of the broadest disclosure category, but instead must comply with more tailored disclosure requirements specific to that consultant. Such a determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. 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 as defined in regulation 18700.3, or serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in regulation 18704 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's Conflict of Interest Code under Government Code section 87302.

Positions Subject to Government Code § 87200 Filing Requirements District officials who manage public investments, as defined by 2 California Code of Regulations § 18700.3(b) are not subject to the District’s Code but must file disclosure statements under Government Code § 87200. These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments:

- MEMBER, BOARD OF DIRECTORS
- CHIEF FINANCIAL OFFICER*

Government Code § 87200 filers shall file Statements of Economic Interests with the Director of Governance Services of the El Camino Healthcare District, who shall be the District’s filing official. If a statement is received in signed paper format, the District’s filing official shall make and retain a copy and forward the original of this statement to the filing officer, the County of Santa Clara Clerk of the Board of Supervisors. If a statement is electronically filed using the County of Santa Clara’s Form 700 e-filing system, both the District’s filing official and the County of Santa Clara Clerk of the Board of Supervisors will receive access to the e-filed statement simultaneously. Statements of Economic Interests shall be made on forms prescribed by the FPPC. The District shall make the statements available for public inspection and reproduction pursuant to Government Code Section 81008.

*The Chief Financial Officer is an employee of El Camino Hospital who provides services to the El Camino Healthcare District per agreement with the District.