



**Agenda Item No. 3  
October 3, 2012 Meeting**

**DATE:** September 19, 2012  
**TO:** Children and Families Commission of Orange County  
**FROM:** Christina Altmayer, Interim Executive Director   
**SUBJECT:** Receive Report on the Biennial Review of the Conflict of Interest Code

**SUMMARY**

The Political Reform Act requires every agency to review its conflict of interest code biennially and to notify the code reviewing body if their current code is accurate, or alternatively, that their code must be amended. The Commission last reviewed and amended the Conflict of Interest Code in November 2010. This item is an update on the status of the review of the Commission's Conflict of Interest Code for 2012.

**Conflict of Interest Code**

The Orange County Board of Supervisors is the code reviewing body for County boards and commissions, including the Children and Families Commission. Their responsibilities include the review and approval of local agency conflict of interest codes and code amendments. The Commission's biennial review is processed in the eDisclosure System. If amendments to the conflict of interest code are not necessary, the Commission is required to submit the biennial review by October 1. If amendments are necessary, the Commission would need to approve those amendments and submit the code changes to the Board of Supervisors for approval by December 30. Commission Counsel has reviewed the Commission's current Conflict of Interest Code and does not recommend amendments at this time. The Clerk of the Commission submitted the biennial notice on September 6, 2012 as directed by Counsel, the Commission's filing official.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The recommended action has been specifically reviewed in relation to the Commission's Strategic Plan and is consistent with applicable outcome goals. There is no funding request associated with this item.

**PRIOR COMMISSION ACTIONS:**

- November 2011 – Adopted Resolution approving amended Conflict of Interest Code
- November 2010 – Adopted Resolution approving amended Conflict of Interest Code
- May 2008 - Approved the amended Conflict of Interest Code for the 2008 Conflict of Interest Code Biennial Review

**Commissioners**

**Interim Executive Director**

**RECOMMENDED ACTION:**

Receive report confirming the status of the Conflict of Interest Code.

**Contact:** James Donich