

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 2.1
(ID # 21406)

MEETING DATE:
Tuesday, May 09, 2023

FROM : COUNTY COUNSEL:

SUBJECT: COUNTY COUNSEL: Approval of a Conflict of Interest Code for First 5 Riverside County Children & Families Commission; Districts 1-5; [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Amendment to the Conflict of Interest Code of First 5 Riverside County Children & Families Commission; and
2. Direct the Clerk of the Board to notify the First 5 Riverside County Children & Families Commission of the action taken.

ACTION:

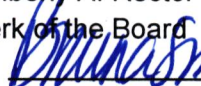

Minnie C. Chan, County Counsel

4/25/2023

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: May 9, 2023
xc: CO.CO., First 5, Commission, COBAB

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	N/A	N/A	N/A	N/A
NET COUNTY COST	N/A	N/A	N/A	N/A
SOURCE OF FUNDS: N/A			Budget Adjustment:	N/A
			For Fiscal Year:	N/A

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Political Reform Act prohibits a public official from using his or her position to influence a government decision in which he or she has a financial interest. Government Code section 87300 requires local government agencies to adopt and promulgate a Conflict of Interest Code identifying officials and employees required to file statements of economic interest based on the positions they hold. A local government agency, as defined by Government Code section 82041, includes the First 5 Riverside County Children & Families Commission.

Each even-numbered year, Government Code section 87306.5 requires local government agencies to review their Conflict of Interest Code, make appropriate revisions, if necessary, and submit an amended Conflict of Interest Code to the code reviewing body. Government Code section 82011(b) identifies the Board of Supervisors for the County of Riverside as the code reviewing body for a local government agency within its county.

The First 5 Riverside County Children & Families Commission recently amended its Conflict of Interest Code on September 14, 2022 to add new positions, update the agency name and add Family Resource Centers to its Appendix. The First 5 Riverside County Children & Families Commission has adopted Agenda Item 22-33, amending its Conflict of Interest Code. The First 5 Riverside County Children & Families Commission has submitted its amended Conflict of Interest Code for approval by the Board of Supervisors as the code reviewing body.

This office has reviewed the Conflict of Interest Code of the First 5 Riverside County Children & Families Commission and has found that it complies with statutory requirements. A complete copy of the Conflict of Interest Code of the First 5 Riverside County Children & Families Commission is attached.

It is recommended that the Board of Supervisors approve the Conflict of Interest Code of the First 5 Riverside County Children & Families Commission and direct the Clerk of the Board to notify the First 5 Riverside County Children & Families Commission of the action taken.

Impact on Residents and Businesses

N/A

SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA

Additional Fiscal Information

N/A

Contract History and Price Reasonableness

N/A

ATTACHMENTS:

Attachment A: Commission Meeting Minutes

Attachment B: Conflict of Interest Policy



Regular Meeting Minutes
Wednesday, September 14, 2022
2:00 PM
585 Technology Ct.
Riverside, California 92507

Commissioners Present: Deborah Clark-Crews, Supervisor V. Manuel Perez, Zachary Ginder, Edwin Gomez, Kim Saruwatari, and Stephanie Yost

Commissioners Absent: Kimberly Britt, Jose Campos, and Rosa Verduzco

Administrative Staff Present: Tammi Graham, Executive Director; Yvonne Suarez, Deputy Director; Lynn Stephens, Commission Coordinator; Piera Causley, Regional Manager; Carol Abella, Administrative Services Manager II; Paul Robles, Fiscal Manager; Patricia Perez, Administrative Services Manager I; Erica Williams, Administrative Services Manager I; and Sean Pravica, Public Information Specialist

Legal Counsel: Ronak Patel, County Counsel

A. Call to Order – Deborah Clark-Crews, Commission Chair

1. Pledge of Allegiance – Commissioner Campos
2. Roll Call - Lynn

B. Public Comments (for items not listed on the agenda) – Deborah Clark-Crews, Chair

None

C. Commission and Advisory Committee Business – Deborah Clark-Crews, Chair

1. Advisory Committee Comments – Provided by Executive Director, Tammi Graham

Ms. Graham began her report with a summary of the Advisory Committee meeting from earlier this morning.

Oath of Office

The Oath of Office was administered to Dr. Alejandro Cisneros who serves as Assistant Principal of Arlanza Elementary School in Riverside, where he gets to hang out with young people ranging from ages 4 to 10 years old. Previously, Dr. Cisneros led Alvord's Family Engagement Office as Coordinator of Family Engagement.



Strategic Plan Update

The Advisory Committee received a review of the 2022 Strategic Plan update, adopted by the Commission, along with an overview of the roles and responsibilities of the Advisory Committee. The Advisory Committee members were also introduced to the Family Resource Center Advisory Board structure and current membership.

Footsteps2Brilliance

Information was shared on the availability of FootSteps2Brilliance, a program through Riverside County Office of Education's (RCOE) Literacy by 5th Grade Initiative by RCOE Superintendent and First 5 Riverside County (F5RC) Commissioner Dr. Edwin Gomez. The program provides **FREE** access to a suite of bilingual learning programs for all students in Riverside County - from pre-reading activities and read-to-you stories, to alphabet recognition songs and grammar rules games. These interactive, new tools from Footsteps2Brilliance are now readily available to our youngest learners. Families may register for the program at <https://www.footsteps2brilliance.com/riverside>.

First 5 FY22/23 Budget

Paul Robles, Fiscal Manager presented on the Commission approved FY22/23 budget.

2. Executive Director Report - Tammi Graham, Executive Director

California State Association Challenge (CSAC) Application

F5RC submitted an application for this year's CSAC Challenge Award for the Emergency Care and Education Recovery Act (ARPA wage enhancements to child care providers and infrastructure projects). Included in the application is the ARPA infographic and link to thank you pictures shared by providers, as well as the link to tweet by White House Director of Intergovernmental Affairs, Julie Rodriguez, who linked to a report from CSAC citing Riverside County's support of child care providers through ARPA funds.

Last year's CSAC Award winners were announced in December 2021. We will look for this year's winners to be announced around that time this year.

Swim lessons

A total of 2,836 children have received swim lessons since its implementation in 2015. Drowning is the leading cause of death for children ages 0-4. The Commission continues to invest directly in children to ensure more children know how to swim.

Although most drownings occur each year during the summer, drownings can happen at any time of the year to people of all ages – in bodies of water as big as the ocean or as small as a bucket.

During Water Safety Month, Riverside County Public Health Officer Dr. Leung reminded us that “the real tragedy of drowning is that it is 100 percent preventable, just by taking some simple steps whenever you or a loved one is around water.”

Drowning Prevention Thank you Letter

Ms. Graham shared a thank you note received from a mother whose son received free swimming lessons at the Corona-Norco YMCA as funded by F5RC. The note addressed the life-saving importance of swimming lessons for children, and referenced a scary water experience the mother had when she was a child and didn't know how to swim.

Family Resource Center Framework

The Department of Public Social Services (DPSS) MOU has been amended to increase support and Social Services Practitioners positions and expand the FRC Network. An overview of activities at the FRCs includes:

12,433 encounters were conducted at the four Family Resource Centers (FRCs) where 78% of the contacts were walk-in visits while 22% were by phone. **9,329 referrals** were facilitated to community-based organizations and service providers.

Martha's Village and Kitchen, one of the largest providers of services for individuals and families facing a high risk of homelessness and food insecurity in the Coachella Valley, has a full-time housing specialist Monday through Friday at both the Mecca and Desert Hot Springs sites.

Riverside County Office of Education (RCOE) has broadened its Early Childhood Education (ECE) presence in Mecca and, as a result, has significantly increased the number of enrollments in child care there.

Inland Empire Health Plan (IEHP) now provides classes on nutrition and well-being at the Mead Valley, Desert Hot Springs, and Mecca FRCs. The classes are open to all in the community regardless of whether they receive coverage through IEHP.

A presentation on the Family Resource Centers is planned for January.

Family Resource Center Network

An RFI-RFQ process to increase the FRC Network by funding public and private partners to add FRC specialist positions is complete. Contracts are in the works with community-based organizations that provide services where families are. The Commission has invested \$1M toward this effort. The funded partners are Soboba Band of Luiseno Indians TANF; Dr. Yoo OB-GYN; California Family Life Center; Greater Hope Foundation for Children (serving foster families); JFK Memorial Foundation; Blindness Support, Inc; Jurupa Unified School District (includes Parentz@Work); Family Service Association; and RUHS-Maternal and Fetal Medicine program.

Community Events and Community Outreach

F5RC participated in a number of community outreach events. A few to highlight are:

- F5RC recognized Parkview Legacy Foundation at their recent gala for their leadership and partnership in the Measure of America Portrait of the Inland Empire Report and for creating the Inland Empire Children's Cabinet. Commissioner Campos, Ms. Graham, and Ms. Stephens all attended.
- Commissioner Campos and Advisory Committee Member Viola Lindsey attended the Inland SoCal United Way 90th Anniversary Gala.

Commission Actions - Early Care & Education Facilities Investments

Ms. Suarez provided an overview of Commission actions and infrastructure funding.

Over the past few months First 5 staff have visited all of the listed sites except Escuela de la Raza in Blythe, which is scheduled later this month.

The ARPA Facilities project Request for Proposal (RFP) was released and three applications were received as follows:

District 1 - Lakeland Village F5RC-Development Impact Funds (DIF) Proposition 10 and American Rescue Plan Act (ARPA)

District 3 - One application was received by VIP Tots in Hemet. They were notified of an award

District 2 – No applications received

District 4 – One application has been received and is under review

District 5 – No applications received

ARPA Wage Enhancement (Approved by the BOS in September 2021)

The application process is closed. Infrastructure funds should be committed by December 2024. Award recipients have 18 months to complete the projects.

An Early Care and Education Recovery Fund Impact Video was shared. The video can be viewed at:

<https://drive.google.com/file/d/1RDwZx8VBK5WZbFIM4WJCBrKdmsYejo58/view?usp=sharing>

3. Commission Member Comments

Supervisor Perez stated his support for families and providers and signaled his commitment to take this cause to the Board of Supervisors to champion child care.

D. Presentations/Information – Deborah Clark-Crews, Chair (A copy of presentations may be obtained at www.first5@rivco.org)

1. Champion for Children Award Presentation to Solange Signoret - Sean Pravica, Public Information Specialist

Mr. Pravica reported the Commission approved Solange Signoret (SO-LAWN-GE SEEN-YOUR-RAY) as this year's Champion for Children based on the Advisory Committee's recommendation. Ms. Signoret has selected Boo2Bullying as the recipient of the \$1,000 sponsorship to host a community event.

Miss Signoret is a Youth Ambassador for Boo2Bullying, a non-profit based in Palm Springs dedicated to educating school staff and parents about accepting diversity and giving young people the tools to connect with and positively impact those around them. Now 16, she has held the position since she was 11 years old and has traveled nationally and spoken to thousands of people about social justice issues and tolerance, including members of Congress in Washington D.C. She has also spoken at more than

35 school assembly programs to 25,000 students from kindergarten through twelfth grade, including in Riverside County. During the pandemic, she continued to speak to students using Zoom to facilitate their meetings.

In addition to her work with Boo2Bullying, Ms. Signoret has an impact on young children in Riverside County serving as a summer camp counselor in the City of Palm Springs for the past four years, often caring for 4 and 5 year-old campers. She is also a Black Belt Karate instructor who focuses on teaching children ages 4-5.

Riverside County Fourth District Supervisor and F5RC Commissioner V. Manuel Perez highlighted Miss Signoret's work both in the district he represents and elsewhere. He congratulated her and said, "Folks like you are second to none, and very hard to find especially at your age. Social justice is about creating opportunities, listening to people, and providing a helping hand. Social justice looks like the information and education you're providing in our school."

2. Health Management Associates Presentation, Christina Altmayer, Principal, and Liz Argyn, Senior Accountant

Ms. Altmayer and Ms. Argyn provided an overview of key highlights in their presentation. They noted the healthcare system is the key platform for families receiving services. Developing a partnership with IEHP is an important way to sustain services F5 has invested in, such as Healthy Steps. A brief Commission discussion ensued.

3. Inland Empire Health Plan (IEHP) Presentation - Dr. Takashi Wada, MD MPH Chief Medical Officer

Dr. Takashi Wada commended the work being done in supporting children and families in Riverside County. He noted that IEHP is very supportive and looking forward to collaborating in early intervention and reducing disparities and improving health outcomes. IEHP is looking at mobile services and working with school districts to treat the Whole Child and Whole Family. IEHP is committed in partnership with hospitals and clinics to assign care managers to develop a care plan for families going through a transition.

4. **Information Only** - First 5 Riverside County Cumulative Vendors Over 25K List FY 2022/2023 Report - **Receive and File**

5. **Information Only** - First 5 Riverside County Agency Progress Report July 1, 2021-June 30, 2022 - **Receive and File**

E. Consent – Deborah Clark-Crews, Chair

1. Approve First 5 Riverside County Commission Draft Meeting Minutes - May 11, 2022 Meeting

2. **22-27:** Approve Contract with Navisite, LLC. Implementation and Support of Salesforce Software Platform from September 15, 2022 - June 30, 2025 (**CONTRACT NO. CF22149) [\$731,085 - PROP 10 FUNDS]**

3. **22-28:** Approve Purchase Order with Outreach Solutions, as a Service, LLC (D.B.A. Smart County Solutions) for Salesforce Software Licenses from October 1, 2022 - June 30, 2025 **[\$185,815 - PROP 10 FUNDS]**

4. **22-29:** Approve Amendment No. 1 to the First Amended and Restated Memorandum of Understanding with Riverside County Department of Social Services (DPSS) for Family Resource Centers from July 1, 2022 - June 30, 2023 **(MOU NO. DPSS-0001997) [\$2,574,500 DPSS FUNDS]**

5. **22-30:** Approve Contract with Temple Beth-El for Quality Early Learning Infrastructure Funding for September 15, 2022 - December 31, 2023 **(CONTRACT NO. CF23101) [\$97,562 - PROP 10 FUNDS District 1]**

6. **22-31:** Approve Agreement with Riverside County Office of Education (RCOE) for Quality Start Riverside County (QSRC) Collaborative Support Services from July 1, 2022 - June 30, 2023 **(CONTRACT NO. #C1008765) [\$250,000 - RCOE STATE FUNDS]**

7. **22-32:** Approve Contract with Kenyon Consulting, LLC for Consulting Services from October 1, 2022 - June 30, 2023 **(CONTRACT NO. CF23100) [TOTAL: \$295,000 - PROP 10 FUNDS - \$95,000 AND RIVERSIDE COUNTY OFFICE OF EDUCATION REVENUE FUNDS \$200,000]**

*Commissioner Perez moved to approve consent items as presented. Commissioner Yost second the motion. **Motion carried with one abstention** from Commissioner Gomez for action item number seven, Kenyon Consulting.*

F. Presentations/Action Items – Deborah Clark-Crews, Chair (A copy of the presentation may be obtained at www.first5@rivco.org)

1. Adopt the Amendment to the Conflict of Interest Policy of First 5 Riverside County Children and Families Commission and Public Hearing - Ronak Patel, Chief County Counsel

Mr. Patel provided an overview of the conflict of interest requirements. He reported Family Resource Center Advisory Board Members and Fiscal Manager have been added to the conflict of interest policy. They will be required to file a Form 700 annually. The Conflict of Interest Policy is reviewed every two years. The next review will take place in 2024.

a. **Public Hearing:** Conflict of Interest Policy of First 5 Riverside County Children and Families Commission - Deborah Clark-Crews, Chair

Chair opened the Public Hearing at 3:09 p.m. Hearing no public comments, Chair closed the public hearing.

b. **22-33:** Adopt the Amendment to the Conflict of Interest Policy of First 5 Riverside County Children and Families Commission

*Commissioner Perez moved to approve action item 22-33 as presented. Commissioner Campos second the motion. **Motion carried unanimously.***

G. Future Agenda Items:

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1. First 5 Riverside County Annual Report Presentation and Public Hearing
2. First 5 Riverside County Annual Audit Presentation and Public Hearing
3. First 5 Riverside County Chair and Vice Chair Election Process
4. Family Resource Centers Presentation

H. **Adjournment:** Adjournment at 3:12 pm. to the next Regular Meeting of the Riverside County Children and Families Commission to be held on October 26, 2022 beginning at 2:00 p.m. at:

Riverside County Children and Families Commission Office
585 Technology Court - Conference Room A
Riverside, CA 92507

Minutes recorded by Lynn M. Stephens, Commission Coordinator.





**RIVERSIDE COUNTY CHILDREN
AND FAMILIES COMMISSION
(FIRST 5 RIVERSIDE COUNTY)**

CONFLICT OF INTEREST CODE

Amendment

(Adopted October 20, 2016; Revision Adopted September 14, 2022)

**FIRST 5 RIVERSIDE COUNTY POLICY:
CONFLICT OF INTEREST**



Date: September 14, 2022

Version: 3

SUBJECT: Conflict of Interest

Part I. PURPOSE:

To facilitate compliance with Health and Safety Code §130140(d)(4)(A) requiring the county commission to adopt, in a public hearing, conflict of interest policies that are consistent with state and local law.

Part II. STATEMENT OF POLICY

It is the policy of the Commission and staff to take all reasonable steps to avoid actual conflicts of interest, as well as the appearance of conflicts of interests. The Commission and staff will comply with all State and local laws regarding conflicts of interest for public agencies.

Part III. CONFLICT OF INTEREST CODE AND FILINGS

The Riverside County Children and Families Commission has adopted a conflict of interest code, consisting of the following documents:

1. The standard conflict of interest code of the Fair Political Practices Commission (FPPC), found at Title 2, CCR, section 18730, as may be amended from time to time.
2. The Appendix of Disclosure Categories, which uses the same categories found in the Conflict of Interest Code for Riverside County.
3. The Appendix of Designated Officials and Employees and Disclosure Category Requirements, including members of the Commission, Advisory Committee, Family Resource Center Advisory Boards, Executive Director, Deputy Director and pertinent Staff as identified in the Appendix

This includes Form 700 filing, in which all individuals listed as designated officials and employees on the Appendix to the Conflict of Interest Code shall file Form 700 of the FPPC when assuming office or

being employed by the County, annually thereafter, and when leaving office as required by regulation.

Consultants to the Commission are also listed on the Appendix to the Conflict of Interest code. If the consultant's scopes of duties are limited and do not pose a conflict, the Executive Director may determine that filing of the Form 700 is not required.

The Commission shall continue to have a conflict of interest code in effect at all times.

Part IV. DECLARATION OF CONFLICTS AT COMMISSION MEETINGS

- A. Every member of the Commission is obligated to declare a conflict of interest on any item that comes before the Commission for consideration if they have a financial interest as defined by applicable law. Generally, this translates to receipt of financial remuneration by the Commission member from the entity who is the subject matter of the item before the Commission. This can mean:
1. Salary from the entity received by the Commissioner, a member of their family or,
 2. In some instances, grants and/or gifts.
- B. Additionally, Commissioners are prohibited from participating in discussions or decision making on items where they may have participated in the formation of the request to the Commission. (i.e., when a department head, who is a Commissioner, has a matter before the Commission for approval with the department he or she directs). Commissioners must declare their conflicts for the record before the matter is discussed and may only participate in the discussion of these matters through recognition by the Chair.
- C. In instances where the declaration of conflicts results in an insufficient number of Commissioners remaining to constitute a quorum of the Commission, applicable law allows for the votes of Commissioners to be reactivated pursuant to the Rule of Necessity in the amount sufficient to satisfy the quorum. At these times, legal counsel determines how many votes are reactivated. Votes reactivated under this process are announced and those Commissioners may then vote. This process and the result are to be reflected in the meeting minutes.

The reactivation of the necessary votes does not guarantee passage or defeat of a particular item. It simply means that the Commission member may vote on the matter in the manner he or she chooses.

Part V. ELECTED OFFICIALS AND DONATIONS

Commission members who are elected officials have additional prohibition on their ability to participate in the discussion and decision-making process regarding entities and/or individuals who have contributed to their campaigns.

To ensure that the elected officials who are Commission members are not participating in discussion improperly, there is a standard notice on the agenda of the Commission meetings and on the form required to be completed by any member of the public wishing to address the Commission requiring disclosure of any contribution to any Commission member in an amount over \$250.00. The declaration of conflict under these circumstances must also be made by the Commissioner before the matter is considered for discussion and/or formal action by the Commission.

Part VI. ADDITIONAL CONSIDERATIONS FOR CONFLICT OF INTEREST CONCERNS

The Commission has adopted other policies and procedures related to conflict of interest concerns. These include the adoption of the Outside Employment Guidelines, and the policy on the Disqualification of Former Officers and Employees from Representation.

The Outside Employment Guidelines requires that approval be obtained for outside employment by Commission and staff so that no conflicts of interest are created by such activities. The policy of the Disqualification of Former Officers and Employees from Representation imposes a one (1) year waiting period after leaving the Commission, on former officers and employees from any activities where they would advocate for another entity before the Commission.

Without limiting the foregoing, it shall further be the policy of the Commission that prior to action on any items at any meeting of the Board of the Commission, the Secretary (or other person shall ask

Commissioners to declare any applicable conflicts of interest and any declared conflicts will be reflected in the minutes of the Board, and that Board members shall engage in periodic training regarding conflict of interest, within one year of assuming office and then two hours of training every two years thereafter.



CONFLICT OF INTEREST CODE
RIVERSIDE COUNTY CHILDREN AND FAMILIES COMMISSION
(FIRST 5 RIVERSIDE COUNTY)

APPENDIX
DISCLOSURE CATEGORIES

The disclosure categories for designated officials and employees are as follows:

CATEGORY 1: All investments and business positions in, and sources of income (including gifts) from, and all business entities that do business or own real property in Riverside County, plan to do business or own real property in Riverside County within the next year or have done business or owned real property in Riverside County within the past two (2) years.

CATEGORY 2: All interest in real property which is located in whole or in part within, or not more than two (2) miles outside of the boundaries of Riverside County.

CATEGORY 3: All investments in, and sources of income (including gifts) from, business entities that are engaged in land development, construction of the acquisition or sale of real property in Riverside County, plan to engage in such activities in Riverside County within the next year or have engaged in such activities in Riverside County within the past two (2) years.

CATEGORY 4: All investments and business positions in, and sources of income (including gifts) from, business entities that are banking, savings and loan or other financial institutions.

CATEGORY 5: All investments and business positions in, and sources of income (including gifts) from, business entities that provide services, supplies, materials, machinery or equipment of a type purchased or leased by Riverside County, or the Riverside County Children and Families Commission, or Advisory Committee.

CATEGORY 6: All investments and business positions in, and sources of income (including gifts) from, business entities that provide services, supplies, materials, machinery or equipment of a type used or administered or proposed to be used or administered by the Riverside County Children and Families Commission or reviewed or commented upon by the designated member's Board, Commission, Committee or Council.

CATEGORY 7: All investments and business positions in, and sources of income (including gifts) from, business entities subject to the regulatory, permitting or licensing authority of the Riverside County Children and Families Commission, or Advisory Committee, or designated member's Board, Commission, Committee or Council which will be subject to such authority within the next year or have been subject to such authority within the past two (2) years.



CONFLICT OF INTEREST CODE
RIVERSIDE COUNTY CHILDREN AND FAMILIES COMMISSION
(FIRST 5 RIVERSIDE COUNTY)

APPENDIX

AGENCY DESIGNATED OFFICIALS AND EMPLOYEES
AND DISCLOSURE CATEGORY REQUIREMENTS

<u>AGENCY OFFICIALS AND EMPLOYEES</u>	<u>DISCLOSURE CATEGORY</u>
Members of the Commission	1, 2, 3, 4, 5, 6, 7
Advisory Committee Members	1, 2, 3, 4, 5, 6, 7
Family Resource Center Advisory Board Members	1, 2, 3, 4, 5, 6, 7
Executive Director	1, 2, 3, 4, 5, 6, 7
Deputy Director	1, 2, 3, 4, 5, 6, 7
Consultants to the Riverside County Children and Families Commission*	1, 2, 3, 4, 5, 6, 7
Fiscal Manager	1, 2, 3, 4, 5, 6, 7

* The Executive Director may determine, in writing, that a particular consultant, though a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not 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 disclosure requirements. The Executive Director’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.