



NOSSAMAN LLP

Memorandum

TO: County of Contra Costa

FROM: Ashley S. Walker, Senior Policy Advisor
Jennifer Capitolo, Senior Policy Advisor

DATE: July 22, 2019

RE: Draft Ethical Wall

IMPORTANT!

New ethical wall which will affect you (Ethical Wall No. [____]). Please acknowledge receipt and confirm your compliance.

This message is addressed to you as a member of the team who will provide State Legislative Advocacy services to Contra Costa County (the Contra Costa County Team) in connection with all matters for client no. [____] on one side of a new ethical wall, or of the team who is providing legal services to the Kern County Water Agency and Coalition for a Sustainable Delta (the Kern County Water Agency/Coalition for a Sustainable Delta Team) in connection with all matters for client no. [____] on the other side the new ethical wall.

An ethical wall must be erected to assure that there is no exchange of information regarding work for Contra Costa County and either Kern County Water Agency or Coalition for a Sustainable Delta. Therefore, the Firm is hereby activating, and will maintain until further written notice, an ethical wall between the Contra Costa County Team on the one hand and the Kern County Water Agency/Coalition for a Sustainable Delta Team on the other hand, which will include the following procedures. This message is notice of that wall, effective immediately:

- **Persons on either side of this ethical wall may not discuss any material concerning any facts, legal theories, legal strategies or other aspects of the matters identified above with anyone on the other side of this wall;**
- **All written materials concerning the Firm's work on either side of this wall are to be kept secure from access by any of the people identified below as being on the other side of this wall; and**
- **Any communications concerning any matters regarding either side of this separation on the firm's computer system shall be addressed in a manner which reflects this separation and ethical wall, so as to make such material inaccessible for people on the other side of the separation.**

Contra Costa County Team: Jennifer Capitolo, Ashley Walker, Richard Harris, Samantha Raulinaitis

Kern County Water Agency/Coalition for a Sustainable Delta Team: Paul Weiland, Amy Taylor

Our Director of Risk Management & Compliance, Derek Knolton, oversees our ethical walls. Please feel free to address any questions about this division to him or to me at any time.

Your compliance with these instructions is essential to the protection of our client relations. Please confirm your receipt of this message. Thank you for your cooperation.