



Contra  
Costa  
County

To: Board of Supervisors  
From: Sharon L. Anderson, County Counsel  
Date: December 10, 2019

Subject: Conflict of Interest Code for the Clerk-Recorder-Elections Department

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**RECOMMENDATION(S):**

APPROVE amended list of designated positions for the Conflict of Interest Code for the Clerk-Recorder-Elections Department ("Department").

**FISCAL IMPACT:**

None.

**BACKGROUND:**

The Department has amended the list of designated positions in its Conflict of Interest Code and submitted the revised list, attached as Exhibit A, to the Board for approval pursuant to Government Code section 87306 and 87306.5. The changes include the addition and deletion of positions designated to file conflict of interest statements. These changes will ensure that the Conflict of Interest Code accurately reflects the current positions and organizational structure in use by the Department. A strike-out version of the list of designated positions is attached as Exhibit B.

**CONSEQUENCE OF NEGATIVE ACTION:**

None.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **12/10/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II  
Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: December 10, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Cynthia Schwerin, Deputy  
County Counsel, 925-335-1800

By: June McHuen, Deputy



## ATTACHMENTS

Exhibit A: COI Code Designated Positions

Exhibit B: COI Code Designated Positions STRIKEOUT