



CONFLICT OF INTEREST CODE AND APPENDIX #P-2018.02.01-2

(Incorporated here by Reference is Cal. Code of Regs. 18730)

Adopted by the Board of Directors, (November 1, 2012)

Amended by the Board of Directors,

(August 4, 2016, January 5, 2-17 & February 1, 2018)

The Political Reform Act (California Government code Sections 81000, et seq.) requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The California Fair Political Practices Commission has adopted a regulation (California Code of Regulations Section 18730, hereinafter "Regulation") which contains the terms of a standard Conflict of Interest Code which can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. The Regulation further provides that incorporation of its terms by reference along with the designation of employees and the formulation of disclosure categories in an Appendix (Appendix A and B attached hereto) shall constitute the adoption and promulgation of a conflict of interest code within the meaning of Government Code Section 87300 or the amendment of a conflict of interest code within the meaning of Government Code Section 87307.

Therefore, the terms of the Regulation and any amendments to it, duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference. The Regulation and the attached Appendix designating officials and employees and establishing disclosure categories constitute the Conflict of Interest Code of the Sonoma Valley Healthcare District, doing business as Sonoma Valley Hospital.

Designated officials and employees and any person who manages the District's investments shall file statements of economic interests (Form 700) with the District. Such officers covered by this Code who are also public officials specified in Section 87200 of the Government Code, including those who manage public investments, shall file Form 700s pursuant to that Government Code provision as long as the categories of disclosure are the same or broader than those under this Code. The Form 700s will be available for public inspection and reproduction. (California Government Code Section 81008). Upon receipt of the statements of all designated officials and employees, the District shall make

and retain a copy and forward the original of the statements of the President and Chief Executive Officer and all Board Members to the County Clerk for the County of Sonoma.

Dated: _____

_____ Secretary, Board of Directors

SONOMA VALLEY HEALTH CARE DISTRICT

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Appendix "A"

Designated Positions	Disclosure Category
Member of the Board of Directors	1
President and Chief Executive Officer	1
Chief Ancillary Officer	2
Chief Financial Officer	2
Chief Information Officer	2
Chief Nursing Officer	2
Director of Accounting	2
Director of Case Management & Med Staff	2
Director of Emergency Department/ Intensive Care Unit	2
Director of Facilities	3
Director of Human Resources	2
Director of Materials Management	2
Director of Patient Financial Services & Admitting	2
Food & Nutrition Services Manager	4
Public Members of the Finance Committee	2
Public Members of the Quality Committee	2

Consultants *

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The chief executive officer 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 described in this section. Such determination shall include a description of the consultant's duties and, based upon

that description, a statement of the extent of disclosure requirements. The chief executive officer'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.

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Appendix "B"

Disclosure Categories

General Rule

The District has adopted Section 18730 of Title 2 of the California Code of Regulations, as it may hereinafter be revised, as the District's standing Conflict of Interest Code provisions, supplemented by this Appendix and its preamble. An investment, interest in real property, or income is reportable if the business entity in which the investment is held, the interest in real property, or the income or source of income may foreseeably be affected materially by any decision made or participated in by the designated employee or officer by virtue of the his or her position. Form 700 provides guidelines on what are "reportable" interests within each category and the corresponding disclosure schedule in Form 700, i.e., Schedules A-1, A-2, B, C, D, E, F.

Designated Employees in Category #1 Must Report:

- A. Investments in any business entity which
 - (a) Has an interest in real property within the Sonoma Valley Health Care District
 - (b) Does business with Sonoma Valley Health Care District ("District"), or has done business with the District at any time during the two years prior to the time any statement or other action is required under this code; or
 - (c) Engages in any of the following businesses
 - 1. Ambulance service
 - 2. Banks, Savings and Loan
 - 3. Collection agencies
 - 4. Communications equipment
 - 5. Computer hardware or software
 - 6. Construction or building materials
 - 7. Construction companies
 - 8. Data processing consultants
 - 9. Dietetic, kitchen or equipment consultants
 - 10. Dietetic or kitchen supplies, equipment, including food and food products
 - 11. Educational and training supplies, equipment or material
 - 12. Employment agencies
 - 13. Engineering services

14. Equipment consultants
 15. Equipment or fixture manufacturers
 16. Health care equipment or instruments
 17. Health care facilities
 18. Health care materials or supplies
 19. Health facilities or services
 20. Housekeeping or linen supplies or equipment
 21. Housekeeping service agencies
 22. Insurance companies
 23. Laboratory supplies or equipment
 24. Landscaping consultants or companies
 25. Laundries
 26. Medical laboratories
 27. Medical records supplies or equipment
 28. Motor vehicles and specialty vehicles and parts
 29. Nursing service supplies, equipment or material
 30. Office equipment or supplies
 31. Petroleum products
 32. Pharmaceutical supplies or equipment
 33. Physical therapy supplies or equipment
 34. Plant, building, grounds supplies or equipment
 35. Printing and distribution
 36. Public relations or advertising
 37. Publications
 38. Radiology supplies or equipment
 39. Real property
 40. Respiratory therapy supplies or equipment
 41. Safety equipment
 42. Safety instruction material
 43. Social services agencies
 44. Structural, mechanical, electrical, etc., engineering firms
 45. Temporary help agencies
 46. Testing laboratories or services
 47. Utilities
- B. Income from any business entity described in subparagraph A.
- C. Status as a director, officer, partner, trustee, employee or holder of a position of management in any business entity described in subparagraph A.
- D. Each interest in real property located in the Designated Area.

Designated Employees in Category #2 Must Report:

- A. Investments in any business entity which does business with the District or has done business with the District at any time during the two years prior to the time any statement or other action is required under this code.
- B. Income from any business entity described in subparagraph A.
- C. Status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity described in subparagraph A.

Designated Employees in Category #3 Must Report:

- A. Investments in any business entity which, within the last two years, has supplied or in the future foreseeably may supply building maintenance materials, gardening materials, or other materials for use in the maintenance and repair of the physical plant of the hospital.
- B. Income from any business entity described in subparagraph A.
- C. Status as a director officer, partner, trustee, employee, or holder of a position of management in any business entity described in subparagraph A.

Designated Employees in Category #4 must report:

- A. Investments in any business entity which engages in the business of supplying food or other culinary supplies which may be used in hospitals.
- B. Income from any business entity described in subparagraph A.
- C. Status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity described in subparagraph A.