



STATE OF CALIFORNIA  
**FAIR POLITICAL PRACTICES COMMISSION**  
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**To:** Chair Remke, Commissioners Casher, Eskovitz, Wasserman, and Wynne

**From:** Lynda Cassady, Division Chief

**Subject:** Proposed Amendments to Regulation 18351 – Fair Political Practices Commission’s Conflict of Interest Code

**Date:** August 10, 2015

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**Requested Action:** Adopt the proposed amendments to Regulation 18351,<sup>1</sup> which is the conflict of interest code for the Fair Political Practices Commission (FPPC).

**Background:** Each state agency must amend its conflict of interest code when it creates new job classifications, revises job titles, deletes positions or alters the scope of job duties for designated employees. (Section 87306.)

The FPPC’s code is defined in Regulation 18351, which was last amended in 2013. Recently, new positions were established prompting a code amendment. Executive Director Erin Peth and I reviewed the duties and responsibilities of the positions and tailored the disclosure categories. The changes include:

- The External Affairs position is new and reports directly to the Executive Director on various policy issues, including legislation and regulatory actions.
- The Project Manager is the position responsible for the development and implementation of the FPPC’s Form 700 electronic filing program.
- Enforcement duties changed regarding procuring subpoena services. This is now assigned to a Staff Services Analyst position rather than a Legal Analyst position.

There were no changes to disclosure categories. We are also recommending deletion of the “gift disclosure” note. It was added in 2013 to alert filers to a new gift regulation but is no longer necessary as a special notice in the code as such information is more appropriate in the filing instructions. A public comment period was held and no comments were received.

Following the Commission’s action, the code must be submitted to the FPPC’s code reviewing body, the Attorney General. Once approved, we will submit the regulation to the Office of Administrative Law for final adoption. The code amendment is effective 30 days from the endorsement date of the Secretary of State.

**Attachment:** Amendments to Regulation 18351

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<sup>1</sup> The regulations of the FPPC are contained in sections 18110 through 18997 of Title 2 of the California Code of Regulations. All regulatory references are to this source. The Political Reform Act is contained in Government Code sections 81000 through 91014. All statutory references are to the Government Code.