

**TO: Workforce Investment Board
Executive Committee**

DATE: 6/18/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Form 700 Submission Requirements

PROPOSED MOTION(S): Discuss the Form 700 process and decide if members require training or want to track the receipt of the Conflict of Interest Document.

DISCUSSION: There has been some confusion concerning when WIB members must file the Form 700 concerning Statements of Economic Interests. The following is quoted from Section 4 of the Workforce Investment Board of Merced County, Conflict of Interest Code.

Section 4. Statements of Economic Interests: Place, Time and Form of Filing

Disclosures pursuant to these rules shall be submitted to the County of Merced on Form 700 of the California Fair Political Practices Commission. Designated Individuals shall submit a disclosure within thirty (30) days of their appointment to the Board and annually thereafter within ninety (90) days of the end of the period covered in the disclosure. Persons who leave designated positions shall file statements within 30 days after leaving office.

In summary, each WIB member will file the Form 700 upon appointment to the WIB, once each year they are a member, and one last time when they leave the WIB. The Form will be provided to members by the Board of Supervisors office.

ATTACHMENT(S): Conflict of Interest Code

Workforce Investment Board of Merced County

Conflict of Interest Code

Section 1. Definitions

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. sections 18100, et seq.), and any amendments to the Act or regulations, are incorporated herein by reference.

Section 2. Designated Individuals

This code shall apply to all members of the Workforce Investment Board of Merced County and its committees.

Section 3. Disclosure Categories

Designated Individuals shall disclose those economic interests which it can reasonably foresee will materially be affected financially by the individual making, participating in making, or using or attempting to use his or her position to influence a Board or other governmental position.

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