



AGENDA ITEM 7.C.

MEETING: April 30, 2024
TO: Trinity LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: Submittal of Form 700 and Ethics Training Certificate

BACKGROUND:

The Political Reform Act (Government Code Sections 81000-91015) requires most state and local government officials and employees to publicly disclose their personal assets and income. They must also disqualify themselves from participating in decisions that may affect their personal financial interests. The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the Statement of Economic Interest (Form 700), and for interpreting the law's provisions.

In October 2005 AB 1234 was chaptered and approved by the Governor. This law requires all local agency officials to receive training in ethics. This training must be received within one year of assuming office and once every two years thereafter. Training is offered for both State and local officials.

DISCUSSION:

Upon election or appointment to the Commission, Commissioners must submit a Form 700. Additionally, an annual Form 700 must be submitted by all participating Commissioners which covers the dates from January 1 to December 31. LAFCo staff is responsible for retaining the documents and providing them to interested parties upon request. This serves as the first notice to Commissioners for calendar year 2024. The form can be accessed on the Fair Political Practices Commission's website at <https://www.fppc.ca.gov/Form700.html> and is due to LAFCo staff immediately if it has not already been submitted.

The Fair Political Practices Commission (FPPC) has Ethics Training that can be found on the FPPC website at:

<https://www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html>

This will lead you to a log in page where you will want to "Create a new Account" by using your email and creating a password. Once this is done you can start your training which should take approximately 2.5 hours. You do not have to complete the whole course at one time. Every time you log in, it will take you to where you left off. There are several sections that have a short quiz after each session. You must pass all sections and there are multiple opportunities to retake each section if needed. Once you have completed the whole course, you will need to print the certificate stating that you have completed the training. This certificate needs to be scanned and delivered to colette@trinitylafco.org. If you have already taken a course in the past year, please send a copy of your certificate to the Executive Officer.

RECOMMENDATION:

It is recommended that the Commission receive and file this report.