

# 2018 Local Agency Biennial Notice

Name of Agency: Ventura County Health Care Agency

Mailing Address: 800 S. Victoria Avenue, Ventura CA 93009

Contact Person: Katie McKinney Phone No. 805-677-5176

Email: katie.mckinney@ventura.org Alternate Email: \_\_\_\_\_

County of Ventura  
AUG 27 2018  
Clerk of the Board

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

☒ **An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- ☒ Include new positions
- ☐ Revise disclosure categories
- ☒ Revise the titles of existing positions
- ☒ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (*describe*) \_\_\_\_\_

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

## Verification (to be completed if no amendment is required)

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

  
Signature of Chief Executive Officer

8/27/18

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

**Board of Supervisors  
800 S. Victoria Avenue  
Ventura, CA 93009-1920**

**PLEASE DO NOT RETURN THIS FORM TO THE FPFC.**

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)
<u>2</u>	<u>Accountant I/II</u>	<u>2, 4, 5, 6</u>
<u>14</u>	<u>Accounting Officer I/II/III/IV</u>	<u>2,4,5,6</u>
1	Administrative Officer II	3,4,5
<u>1</u>	<u>Ambulatory Care Administrator</u>	<u>1</u>
2	Assistant Chief Financial Officer	<u>21</u>
1	Assistant Chief Medical Examiner	1
<u>01</u>	Assistant Director Hospital Nursing	2,4,6
2	Assistant Insurance Services Administrator	2,3,4
<u>3129</u>	BH – Clinic Administrator	4,5,6
3	BH – Division Manager	1
<u>1716</u>	BH – Manager I/II	1
2	Chief Deputy Director HCA	1
<u>01</u>	Chief Financial Officer-Ambulatory Care	1
1	Chief Financial Officer-Hospital	1
6	Chief Hospital Operations	1
<u>1</u>	<u>Chief Hospital Operations – Prof &amp; Sup Srvs</u>	<u>1</u>
<u>4</u>	<u>Chief Hospital Operations-E</u>	<u>1</u>
1	Chief Medical Examiner	1
<u>12</u>	Chief Nurse Executive	1
1	Chief Operations Officer - BH	1
2	Chief Resident Physician	1
<u>2320</u>	Clerical Supervisor I/II/III	4,5,6
14	Clinical Nurse Manager	4,6
1	CMS Medical Director, Public Health	2,4,5,6
1	Deputy Director Animal Services	1
<u>15</u>	Deputy Director, Health Care Agency	1
1	Director of Animal Services	1
1	Director of Behavioral Health	1
1	Director Laboratory Services	4,6
1	Director of Public Health	1
1	Director Health Care Agency	1
<u>1</u>	<u>Director of Patient Accounting</u>	<u>1</u>
1	Director of Pharmacy Services	4,5
1	Director Public Health Nursing	3,4,5,6
1	EMS Administrator	3,4,5,6
1	EMS Medical Director	2,4,5,6
2	Facility Operations Specialist II	3,4,5
3	Financial Analysts II/III	2,4,5,6
<u>6</u>	<u>Fiscal Manager I/II/III/IV</u>	<u>2,4,5,6</u>
1	HCA Central Services Supervisor	4
<u>01</u>	HCA Facilities Manager	1
<u>1</u>	<u>HCA Human Resources Manager</u>	<u>4,5,6</u>
1	HCA Materials Manager	4,5,6
1	Hospital Administrator	1
2	Hospital Nurse Manager	2,4,6
1	Laundry Assistant Supervisor	4

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<u>3</u>	<u>Manager, Accounting I/II</u>	<u>2,4,5,6</u>
<u>3</u>	<u>Manager, Accounting Hospital</u>	<u>2,4,5,6</u>
1	Manager, Cardiopulmonary Services	4,6
<u>1</u>	<u>Manager, Fiscal/Admin Services IV</u>	<u>2,4,5,6</u>
1	Manager, Imaging Services	2,4,6
<u>01</u>	Manager, Laboratory Services	4,6
<u>01</u>	Manager, Medical Records	4,6
1	Manager, Patient Accounts	2,4,6
<u>12</u>	Manager, Patient Services	4,6
<u>01</u>	Manager, Operations	1
2	Manager, Rehabilitation Services	4,6
<u>1</u>	<u>Manager, Sheriff's Information Systems</u>	<u>4,6</u>
1	Manager, Therapy Services	4,6
1	Manager, Veterinary Services	4,6
<u>26</u>	<u>Medical Director</u>	<u>1</u>
21	Pharmacists II	4,6
4	Pharmacy Supervisor	4,6
<u>8</u>	<u>Principal Accountant</u>	<u>2,4,5,6</u>
<u>5445</u>	Program Administrator I/II/III	3,4,5,6
4	Program Assistant	3,4,5,6
<u>43</u>	Public Health Division Managers	2,3,4,5
1	Public Health Lab Director	2,3,4,5
1	Research Psychologist	4
<u>8</u>	<u>Senior Accountant</u>	<u>2,4,5,6</u>
<u>4</u>	<u>Senior Finance Analyst</u>	<u>2,4,5,6</u>
<u>1</u>	<u>Senior Manager, Accounting</u>	<u>2,4,5,6</u>
3	Senior Office Systems Coordinators	2,4,6
1	Senior Patient Rights Advocate	4,6
<u>1112</u>	Senior Program Administrators	1
<u>2022</u>	Staff/Services Manager I/II/III	2,4,5,6
<u>43</u>	Staff/Services Specialist I/II	4
<u>5</u>	<u>Supervising Accounting Officer I/II/III</u>	<u>2,4,6</u>
<u>2</u>	<u>Supervisor Hospital Support Services</u>	<u>4</u>
<u>01</u>	<u>Supervisor Laundry Services</u>	<u>4</u>
2	<u>Supervising Senior</u> Medical Examiner Investigator	4
2	Supervisor Mental Health Services	4,6
<u>57</u>	Supervising Public Health Nurse	4
11	Supervising Therapist I/II	4
1	Supervisor Public Health Services	3,4,6

#### Consultants<sup>1</sup>

<sup>1</sup> The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a

public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the

Conflict of Interest Code is maintained, cross-referencing to the Form 805.

**~~Revised 9/1/2016~~**

Revised 8/27/18

FEB 13 2015

**2014 CONFLICT OF INTEREST CODE  
Ventura County Health Care Agency****CLERK OF THE BOARD**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the **Ventura County Health Care Agency** and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the] **Ventura County Health Care Agency**. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Clerk of the Ventura County Board of Supervisors' Office which shall be the Filing Officer.

**IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.**

**APPROVED AND ADOPTED** 13<sup>th</sup> day of February 2015:

By:  2/13/15 T.R.Print Name: Barry R. FisherTitle: HCA Director

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)
2	Accountant I/II	2, 4, 5, 6
1	Administrative Officer II	3,4,5
2	Assistant Chief Financial Officer	2
1	Assistant Chief Medical Examiner	1
0	Assistant Director Hospital Nursing	2,4,6
2	Assistant Insurance Services Administrator	2,3,4
31	BH – Clinic Administrator	4,5,6
3	BH – Division Manager	1
17	BH – Manager I/II	1
2	Chief Deputy Director HCA	1
0	Chief Financial Officer-Ambulatory Care	1
1	Chief Financial Officer-Hospital	1
6	Chief Hospital Operations	1
1	Chief Hospital Operations – Prof & Sup Srvs	1
4	Chief Hospital Operations-E	1
1	Chief Medical Examiner	1
1	Chief Nurse Executive	1
1	Chief Operations Officer - BH	1
2	Chief Resident Physician	1
23	Clerical Supervisor I/II/III	4,5,6
14	Clinical Nurse Manager	4,6
1	CMS Medical Director, Public Health	2,4,5,6
1	Deputy Director Animal Services	1
1	Deputy Director, Health Care Agency	1
1	Director of Animal Services	1
1	Director of Behavioral Health	1
1	Director Laboratory Services	4,6
1	Director of Public Health	1
1	Director Health Care Agency	1
1	Director of Patient Accounting	1
1	Director of Pharmacy Services	4,5
1	Director Public Health Nursing	3,4,5,6
1	EMS Administrator	3,4,5,6
1	EMS Medical Director	2,4,5,6
2	Facility Operations Specialist II	3,4,5
3	Financial Analysts II/III	2,4,5,6
1	HCA Central Services Supervisor	4
0	HCA Facilities Manager	1
1	HCA Materials Manager	4,5,6
1	Hospital Administrator	1
2	Hospital Nurse Manager	2,4,6
1	Laundry Assistant Supervisor	4
3	Manager, Accounting I/II	2,4,5,6
3	Manager, Accounting Hospital	2,4,5,6
1	Manager, Cardiopulmonary Services	4,6
1	Manager, Fiscal/Admin Services IV	2,4,5,6

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1	Manager, Imaging Services	2,4,6
0	Manager, Laboratory Services	4,6
0	Manager, Medical Records	4,6
1	Manager, Patient Accounts	2,4,6
1	Manager, Patient Services	4,6
0	Manager, Operations	1
2	Manager, Rehabilitation Services	4,6
1	Manager, Therapy Services	4,6
1	Manager, Veterinary Services	4,6
21	Pharmacists II	4,6
4	Pharmacy Supervisor	4,6
8	Principal Accountant	2,4,5,6
54	Program Administrator I/II/III	3,4,5,6
4	Program Assistant	3,4,5,6
4	Public Health Division Managers	2,3,4,5
1	Public Health Lab Director	2,3,4,5
1	Research Psychologist	4
8	Senior Accountant	2,4,5,6
4	Senior Finance Analyst	2,4,5,6
1	Senior Manager, Accounting	2,4,5,6
3	Senior Office Systems Coordinators	2,4,6
1	Senior Patient Rights Advocate	4,6
11	Senior Program Administrators	1
20	Staff/Services Manager I/II/III	2,4,5,6
4	Staff/Services Specialist I/II	4
2	Senior Medical Examiner Investigator	4
2	Supervisor Mental Health Services	4,6
5	Supervising Public Health Nurse	4
11	Supervising Therapist I/II	4
1	Supervisor Public Health Services	3,4,6

#### Consultants

The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

## **EXHIBIT B – DISCLOSURE CATEGORIES**

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

### **Category 1 – BROADEST DISCLOSURE**

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans* and *travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments* and *business positions* in *business entities*.

### **Category 2 – REAL PROPERTY**

[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trusts in which the public official holds a business position or has an *investment* or other financial interest.

### **Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans* and *travel payments*, from sources which engage in land development, construction, or real property acquisition or sale.

### **Category 4 – PROCUREMENT**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans* and *travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

### **Category 5 – REGULATION AND PERMITTING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans* and *travel payments*, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

### **Category 6 – FUNDING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans* and *travel payments*, from sources which receive grants or other funding from or through the designated position's agency or department.