

First 5 Sacramento Advisory Committee
MEMBER CONFLICT OF INTEREST DISCLOSURE

Member Name: _____

Area of Representation: _____

According to Article III, Section 3, of the First 5 Sacramento Advisory Committee Bylaws:

"Members shall give an initial written disclosure to the full Advisory Committee of any personal, professional and agency ties which pose a conflict of interest and thereafter, annually, the first month of the calendar year".

ARTICLE III: CONFLICT OF INTEREST

Section 1: FINANCIAL REPORTING REQUIREMENTS

Members of the Advisory Committee shall be subject to the financial reporting requirements of the Political Reform Act and shall make the same level of reporting as required of Members of the Board of Supervisors.

Section 2: DEFINITION

An Advisory Committee member is deemed to have a conflict of interest when he/she, or a relative or business associate, has one or more of the following relationships existing with a program or competing program under consideration:

- (a) Ownership of financial interest;
- (b) Director, trustee or officer;
- (c) Employee;
- (d) Provider of goods or services, including contracts with the First 5 Sacramento Commission; and/or
- (e) Material or other substantial interest which may prohibit objective decision.

In addition to specific relationships to a program under consideration, members may find themselves in conflict when discussing other matters.

Section 3: WRITTEN DISCLOSURE REQUIREMENTS

Members shall give an initial written disclosure to the full Advisory Committee of any conflict of interest as defined in Section 2, and thereafter, annually, the first month of the calendar year.

Members having a conflict of interest that occurs or is discovered subsequent to submission of any such written disclosure shall amend their disclosure in writing to the full Advisory Committee in a timely manner.

Written disclosures forms discussed here shall be distributed to each member of the Advisory Committee by the staff.

Section 4: PROCEDURAL REQUIREMENTS

Members having a conflict of interest on a specific issue before the Advisory Committee shall disclose the conflict before discussion of the issue in question or as soon as the conflict becomes apparent, shall act ethically in the discussion of that issue or agenda item, and in cases when action is being taken, shall abstain from voting on said issue.

Section 5: RECORDING DISCLOSURES & ABSTENTIONS

Minutes of the Advisory Committee meetings shall include any disclosure of a conflict of interest and abstentions from voting due to a conflict of interest on said issue or any specific issue.

I, the undersigned, acknowledge and agree to adhere to the standards of conflict of interest established by the First 5 Sacramento Advisory Committee's Bylaws.

Please provide the following: (Please print)

Name_____

Current Employer_____

Job Title_____

Phone_____ FAX_____ E-mail_____

List known areas of existing or potential conflict; including but not limited to: employment or contracts with First 5 Sacramento, grants, boards being served on, etc.

(If necessary, attach an additional sheet)

a. _____

b. _____

c. _____

d. _____

e. _____

f. _____

g. _____

h. _____

Signature: _____ Date: _____