

COUNTY OF SONOMA
BOARD OF SUPERVISORS

575 ADMINISTRATION DRIVE, RM. 100A
SANTA ROSA, CALIFORNIA 95403

(707) 565-2241
FAX (707) 565-3778



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DATE: June 30, 2022
TO: Conflict of Interest Filing Officer
FROM: Noelle Francis, Sonoma County Filing Clerk
SUBJECT: 2022 Biennial Notice – Conflict of Interest Code Update

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. **No later than October 3, 2022** each agency must submit the enclosed biennial notice to the office of the County Board of Supervisors indicating whether or not an amendment is necessary. The notice should be emailed to: *Noelle.Francis@sonoma-county.org* or be mailed to:

County of Sonoma Board of Supervisors
Attn: Noelle Francis
575 Administration Drive, Room 100A
Santa Rosa, CA 95403

If amendments to an agency's conflict of interest code are needed, the amended code should be approved by the agency's board of directors or commissioners prior to being forwarded to the Board of Supervisors for approval within **90 days of the biennial notice due date (December 30, 2022)**. The County Board of Supervisors is the code reviewing body for county agencies and other government agencies solely within the county. An agency's amended code is **not effective** until it has been approved by the Board of Supervisors. Once the amended code is approved the agency will receive notice of the effective date of approval.

To learn more, the Fair Political Practices Commission (FPPC) offers free trainings available online at www.fppc.ca.gov. In addition, resources are available online on elements of a conflict of interest code. For questions, please contact the FPPC's advice line at (866) 275-3772.

Thank you,

Noelle Francis

Enc:
2022 Local Agency Biennial Notice
Local Agency Biennial Notice Instructions

