

**CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**8800 Cal Center Drive  
Sacramento, California 95826

Michael Frost, Chairman  
Wesley Chesbro, Member  
Jesse Huff, Member

Thursday, January 21, 1993  
2:00 p.m.  
meeting of the

**ADMINISTRATION COMMITTEE**

of the  
**CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**

8800 Cal Center Drive  
Sacramento, CA 95826

**AGENDA**

Note: o Agenda items may be taken out of order.  
o If written comments are submitted, please provide 20 two-sided copies.

**THIS MEETING WAS ORIGINALLY SCHEDULED FOR WEDNESDAY, JANUARY 13, 1993. PLEASE NOTE THE CHANGE TO THURSDAY, JANUARY 21, 1993.**

**Important Notice:** The Board intends that Committee Meetings will constitute the time and place where the major discussion and deliberation of a listed matter will be initiated. After consideration by the Committee, matters requiring Board action will be placed on an upcoming Board Meeting Agenda. Discussion of matters on Board Meeting Agendas may be limited if the matters are placed on the Board's Consent Agenda by the Committee. Persons interested in commenting on an item being considered by a Board Committee or the full Board are advised to make comments at the Committee meeting where the matter is considered.

1. **CONSIDERATION OF CONTRACTS AND INTERAGENCY AGREEMENTS**

Page

2. VACANCY STATUS UPDATE
3. AFFIRMATIVE ACTION REPORT (not available until closer to meeting date)
4. HEALTH AND SAFETY UPDATE (oral report)
5. CONSIDERATION OF ADOPTION OF CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD 1992 ANNUAL REPORT
6. CONSIDERATION TO APPROVE FIRST PUBLIC NOTICE OF AMENDMENTS TO THE CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD'S CONFLICT OF INTEREST CODE REGULATIONS
- 6A. DISCUSSION ON THE ESTABLISHMENT OF THE LOCAL GOVERNMENT TECHNICAL ADVISORY COMMITTEE
7. OPEN DISCUSSION
8. ADJOURNMENT

1

6

9

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**Notice:**

The Committee may hold a closed session to discuss the appointment or employment of public employees and litigation under authority of Government Code Sections 11126 (a) and (g), respectively.

For further information contact:  
INTEGRATED WASTE MANAGEMENT BOARD  
8800 Cal Center Drive  
Sacramento, CA 95826

Cathy Foreman  
(916) 255-2156

**CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**

Administration Committee  
Meeting Agenda

January 21, 1993

**AGENDA ITEM # 2**

**ITEM:** Vacancy Status Update

**BACKGROUND:**

This report reflects the new California Integrated Waste Management Board organizational structure.

**ANALYSIS:**

This report is presented as an information item. The report shows 65 permanent full time position vacancies, 1 permanent half time vacancy and 5 limited term full time position vacancies, for a total of 70.5 vacant budgeted positions.

**STAFF COMMENTS:**

Staff are available to answer questions.

Prepared by: Laurie Karlstad *LK* Phone: 255-2264

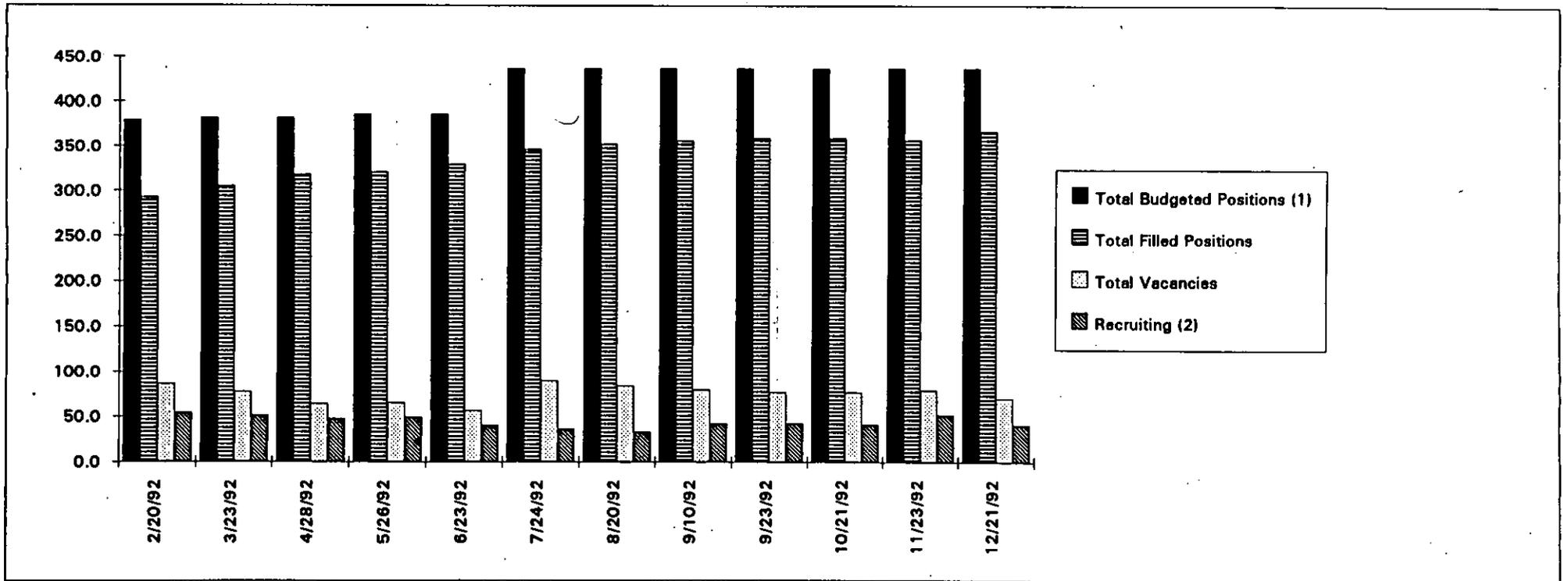
Reviewed by: Terry Jordan *TJ* Phone: 255-1399

Legal Review Not required Date/Time: \_\_\_\_\_

# CIWMB Vacancy Status Report

ADMINISTRATION COMMITTEE  
13-Jan-93

Report Date	<u>2/20/92</u>	<u>3/23/92</u>	<u>4/28/92</u>	<u>5/26/92</u>	<u>6/23/92</u>	<u>7/24/92</u>	<u>8/20/92</u>	<u>9/10/92</u>	<u>9/23/92</u>	<u>10/21/92</u>	<u>11/23/92</u>	<u>12/21/92</u>
Total Budgeted Positions (1)	379.5	382.5	382.5	386.5	386.5	437.5	437.5	437.5	437.5	437.5	437.5	437.5
Total Filled Positions	293.0	305.0	318.0	321.0	330.0	347.0	353.0	357.0	360.0	360.0	357.5	367.0
Total Vacancies	86.5	77.5	64.5	65.5	56.5	90.5	84.5	80.5	77.5	77.5	80.0	70.5
Recruiting (2)	54.0	51.0	47.5	49.5	40.5	36.5	33.5	42.5	42.5	41.5	52.0	41.0



(1) Budgeted Positions, 379.5 FY 91-92; Administratively Established Positions, 7 FY 91-92 (3 March 92, 4 May 92); Budgeted Positions, 436.5 FY 92-93; Administratively Established Position, 1 FY 92-93.

(2) Recruitment includes distribution of Job Opportunity Bulletins and placement of ad in Capitol Weekly newspaper. Recruitment information not available 3/91 - 12/91.

# UPDATE OF VACANCY STATUS REPORT

## December 21, 1992

<u>POSITION NUMBER</u>	<u>SECTION</u>	<u>CLASS</u>	<u>COMMENTS</u>
<u>EXECUTIVE</u>			
Legal Office 120-5778-005 (Reclassified from 120-5795-001)	Legal	Staff Counsel	Vacant
<u>PLANNING &amp; ASSISTANCE DIV.</u>			
Waste Gen & Env Rev Br. 210-0758-803	Northern Section	WMS/AWMS	Recruiting
220-0759-002	Southern Section	Sr. WMS	Commmitted
Local Assistance Br.			
230-0757-801	Northern Section	WMS/AWMS	Recruiting
230-0757-806	Northern Section	WMS/AWMS	Recruiting
230-0758-005	Northern Section	AWMS	Vacant
230-0758-006	Northern Section	AWMS	Recruiting
230-0758-007	Northern Section	AWMS	Recruiting LT 6/94
230-0758-008	Northern Section	AWMS	Recruiting LT 6/94
230-0759-002	Northern Section	Sr. WMS	Recruiting
240-0757-802	Southern Section	WMS/AWMS	Vacant
240-0757-803	Southern Section	WMS/AWMS	Recruiting
240-0757-805	Southern Section	WMS/AWMS	Vacant
240-0758-009	Southern Section	AWMS	Recruiting
240-0758-010	Southern Section	AWMS	Recruiting LT 6/94
240-0758-011	Southern Section	AWMS	Vacant LT 6/94
Markets Development Br.			
251-0759-001	Industrial Devel.	Sr. WMS	Committed
251-5731-001	Industrial Devel.	Res. Anl. II G	Recruiting
Diversion Assistance Br.			
217-0758-001	Used Oil	AWMS	Vacant
217-0758-002	Used Oil	AWMS	Recruiting
217-0758-005	Used Oil	AWMS	Recruiting
217-0758-006	Used Oil	AWMS	Recruiting
217-5393-001	Used Oil	AGPA	Vacant
263-0759-001	Business Asst.	Sr. WMS	Committed

<u>POSITION NUMBER</u>	<u>SECTION</u>	<u>CLASS</u>	<u>COMMENTS</u>
<u>PERMITTING &amp; COMPLIANCE DIV.</u>			
300-1139-002	Div. Admin.	OT (Typing)	Recruiting
Compliance South Br. 312-0759-001	Redlands	Sr. WMS	Recruiting
Compliance North Br. 320-1139-001	Branch Admin.	OT (Typing)	Recruiting
321-0757-805	Section A	WMS/AWMS	Vacant
321-0757-808	Section A	WMS/AWMS	Vacant
321-0758-001	Section A	AWMS	Committed
321-0758-002	Section A	AWMS	Committed
322-0758-001	Section B	AWMS	Committed
322-0757-002	Section B	AWMS	Vacant
324-0759-001	Section C	Sr. WMS	Recruiting
323-0758-001	LEA	WMS/AWMS	Recruiting
Closure & Remediation Br 330-3786-806	CIA	WME/AWME	Recruiting
340-3786-802	Corrective Action	WME/AWME	Recruiting
350-3787-001	Closure	AWME	Vacant
350-3787-002	Closure	AWME	Vacant
Permitting Branch 360-0759-002	Permits North	Sr. WMS	Committed
360-0757-804	Permits North	WMS/AWMS	Recruiting
360-0757-805	Permits North	WMS/AWMS	Recruiting
370-0757-807	Facility Review	WMS/AWMS	Recruiting
370-0759-001	Facility Review	Sr. WMS	Recruiting
370-3787-001	Facility Review	AWME	Vacant
370-3787-002	Facility Review	AWME	Vacant
376-0758-803	Facility Review	WMS/AWMS	Recruiting
380-0757-804	Permits South	WMS/AWMS	Recruiting
385-0757-804	Permits South	WMS/AWMS	Vacant
<u>LEGISLATION OFFICE</u>			
520-5393-701	Legislation	SSA/AGPA	Recruiting
520-5393-706	Legislation	SSA/AGPA	Vacant
<u>POLICY &amp; EVALUATION OFF.</u>			
530-0758-001	P&E Off.	AWMS	Vacant
530-5393-706	P&E Off.	AGPA/SSA	Vacant

<u>POSITION NUMBER</u>	<u>SECTION</u>	<u>CLASS</u>	<u>COMMENTS</u>
<u>PUBLIC AFFAIRS &amp; EDUCATION OFF.</u>			
560-4800-001	PA & Ed Off.	SSM I	Recruiting
560-5601-001	PA & Ed Off.	Info Off I(Spec)	Recruiting
560-5601-002	PA & Ed Off.	Info Off I(Spec)	Recruiting
560-5595-001	PA & Ed Off.	Info Off II	Recruiting
<u>ADMIN. &amp; FINANCE DIV.</u>			
610-1379-003	Div. Admin.	OA (Typing)	Vacant
610-1176-001	Div. Admin.	Secretary	Recruiting
Financial Assistance Br.			
627-5393-002	Accounting-Used Oil	AGPA	Vacant
627-5393-003	Accounting-Used Oil	AGPA	Vacant
667-4159-001	Used Oil	Assoc Mgt Aud.	Recruiting
667-4800-001	Used Oil	SSM I	Vacant
667-5393-001	Used Oil	AGPA	Vacant (.5)
Administrative Services Br.			
630-1487-001	Business Serv.	PTS I (G)	Recruiting
640-5142-003	Personnel	Assoc Per Anl	Recruiting
Information Mgmt Br.			
650-1470-004	EDP	Assoc ISA	Recruiting
657-1579-001	EDP	APA	Recruiting
<u>RESEARCH &amp; TECH. DIV.</u>			
Risk Evaluation Br.			
811-0758-002	HHW	AWMS	Vacant LT 6/93
815-0758-704	HHW	WMS/AWMS	Recruiting
817-0758-001	HHW-Used Oil	AWMS	Recruiting
817-0758-002	HHW-Used Oil	AWMS	Vacant
815-1139-001	HHW	OT (Typing)	Recruiting
Risk Evaluation Br.			
816-3786-804	Special Waste	WME/AWME	Recruiting
816-3787-003	Special Waste	AWME	Vacant
816-3787-004	Special Waste	AWME	Vacant
816-3787-005	Special Waste	AWME	Vacant
Standards & Research Br.			
822-3786-801	Special Studies	WME/AWME	Vacant

**CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**

**ADMINISTRATION COMMITTEE  
JANUARY 21, 1993**

**AGENDA ITEM 5**

**ITEM:** Consideration of Adoption of California Integrated Waste Management Board 1992 Annual Report

**BACKGROUND:**

Public Resources Code, Section 40507 mandates the Board to file an annual report with the Legislature by March 31 of each year. This requirement is a result of AB 1515 by Assemblymember Sher (Chapter 717, Stats. 1991). The annual report is intended to provide the Legislature with a status report on the Board's implementation of its legislatively mandated programs during the previous calendar year (1992).

**ANALYSIS:**

Preparation of the Board's 1992 Annual Report involved a report writing team that consisted of a representative from each Division and Office, and a representative of the Advisors participating in the effort. The annual report summarizes the Board's organization, the integrated waste management priorities and mandates, and describes its accomplishments to date. Based upon the waste management hierarchy (source reduction, recycling and composting, and environmentally safe transformation and land disposal), the report is organized into the following six chapters:

- I. Source Reduction
- II. Recycling and Composting
- III. Environmentally Safe Solid Waste Facilities
- IV. Material-Specific Programs (Household Hazardous Waste, Used Oil, Waste Tires)
- V. Local Integrated Waste Management Planning
- VI. Education and Public Awareness

Each of these chapters contains a discussion on the Board's implementation of legislatively mandated programs, including accomplishments. In addition, the chapters also contain a discussion on actions that the Board has initiated to improve or resolve key issues or concerns. These are located at the beginning of the chapter under the heading "Key Initiative."

**STAFF COMMENTS:**

Staff recommends the Committee approve the California Integrated Waste Management Board's 1992 Annual Report for consideration of adoption by the Board at its January 27-28, 1993, meeting.

**ATTACHMENTS:**

1. California Integrated Waste Management Board's 1992 Annual Report
2. Resolution #93-36

Prepared by: <sup>PAH</sup> Bobbie Garcia/Mercy Caputi <sup>mcc</sup> Phone 255-2199/2198

Reviewed by: Caren Trgovcich <sup>B for CT</sup> Phone 255-2207

Legal Review: \_\_\_\_\_ Date/Time \_\_\_\_\_

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

RESOLUTION NO. 93-36

JANUARY 27-28, 1993

**WHEREAS**, the Board is required by Public Resources Code, Section 40507 to file an annual report with the Legislature by March 31 of each year.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby adopts the California Integrated Waste Management Board's 1992 Annual Report.

**BE IT FURTHER RESOLVED** that the Board directs staff to file the 1992 Annual Report with the Legislature by March 31, 1993.

**CERTIFICATION**

The undersigned Executive Director of the California Integrated Waste Management Board does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the California Integrated Waste Management Board held January 27-28, 1993.

Dated:

Ralph E. Chandler  
Executive Director

**CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**

**ADMINISTRATION COMMITTEE**

JANUARY 21, 1993

**AGENDA ITEM #6**

**ITEM:** Consideration to Approve First Public Notice of Amendments to the California Integrated Waste Management Board's Conflict of Interest Code Regulations

**BACKGROUND:**

The California Integrated Waste Management Board (Board) maintains a conflict of interest code adopted pursuant to Government Code sections 87300-87302, and 87306. In accordance with Government Code section 87302, the code designates employees who must disclose certain investments, business positions, interests in real property, and sources of income, and who must disqualify themselves from making or participating in the making of governmental decisions affecting those interests. Every state agency is required to amend its conflict of interest code when change is necessitated by changed circumstances, such as the creation of new positions which must be designated.

The Board's code was last amended in December 1981, for the then-existing, State Solid Waste Management Board. The code is designated as Chapter 6, Division 7 of Title 14, California Code of Regulations, section 18419. Assembly Bill 939, Sher (Statutes of 1989, Chapter 1095) restructured the prior Board and renamed it the California Integrated Waste Management Board. In conjunction with this modification, a number of Board positions have been either deleted, added, or re-named. The proposed amendment reflects changes for the designated employees subject to reporting requirements. It also reflects changes to the types of disclosure required of designated employees due to this reorganization. It does not modify the text of the Board's code which continues to incorporate the provisions of the Fair Political Practices Commission's Title 2 California Code of Regulations section 18730.

**ANALYSIS:**

**POLITICAL REFORM ACT REQUIREMENTS**

One of the purposes of the Political Reform Act of 1974 is to ensure that public officials perform their duties in an impartial manner, free from bias caused by their own financial interests. To this end, Government Code section 87100 provides that no public official at any level of state or local government shall

make, participate in the making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest. A "public official" includes every member, officer, employee, or consultant of a state or local government agency. In order to foster adherence to the conflict of interest prohibition, public officials are required to disclose their financial interests in real property, investments, or other sources of income.

Certain specified public officials are required to report all of their financial interests within the jurisdiction of their position. These officials are set out in Government Code section 87200 and include elected state officers, members of boards of supervisors, and members of city councils. However, not every employee of a state agency is required to disclose his or her financial interests. Each agency is authorized to designate specific positions within the agency which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest. Only those employees are required to disclose financial interests. Furthermore, the agency must set forth the specific types of investments, business positions, interests in real property, and sources of income which are reportable by those employees. In this way, each agency can tailor its employees' disclosures to interests that are relevant to its operations and for which potential conflicts of interest could exist.

PROPOSED AMENDMENTS TO THE CONFLICT OF INTEREST CODE

A. DESIGNATED POSITIONS

Criteria:

In determining which employees were to be in designated positions for the purposes of its conflict of interest code, the Board staff followed the requirements of Title 2, California Code of Regulations, section 18700 and included all positions which entailed:

1. The making of decisions, by:

- voting on matters
- appointing persons
- obligating or committing the Board to any course of action
- entering into contractual agreements on behalf of the Board; or

2. Participation in the making of decisions, other than at a clerical or ministerial level, by:

- Negotiating, without significant review, with a governmental entity or private person on matters regarding decisions,
- Advising or making recommendations to the decision-maker by conducting research or an investigation, preparing or presenting a report, analysis or opinion which requires the exercise of judgment on the part of the designated employee.

Comparison with Current List:

Most of the designated positions listed in the board's current conflict of interest code have either been deleted or have been given new names. Attachment 2 is the proposed list of designated positions to be covered by the conflict of interest code. The first portion of this list contains the text of the current list, the second portion is the proposed list. Some positions on the current list also appear on the proposed list, however, due to the large number of changes, staff felt that trying to incorporate the two lists would be confusing. Therefore, the entire current list appears in strikeout format (signifying deletion) and the entire new list in underline format (signifying addition).

The positions that appear on both lists are:

Board Members

Planning Branch (now Planning and Assistance Division):

- Staff Services Manager
- Staff Services Analyst
- Associate Government Program Analyst

Enforcement Branch (now Permitting and Compliance Division):

- Waste Management Specialist
- Engineers
- Research Analyst
- Staff Services Analyst
- Staff Services Manager
- Associate Government Program Analyst

Administrative Services Division (now Administration and Finance Division):

- Staff Services Analyst

No positions which are still in existence have been deleted from the list of designated positions.

Additions:

All other positions appearing on the proposed list are new positions either due to the creation of a completely new position, for instance the position of Board Advisor, or due to a change in name/classification and corresponding responsibilities, for instance the position of Attorney which is now Chief Counsel.

Overlap:

A number of positions appear in more than one place on the new list. The list is set up to reflect classifications which may appear in more than one division of the board, for instance the position of Associate Waste Management Specialist.

B. DISCLOSURE CATEGORIES

Clerical Amendment:

Previously, Disclosure Categories 2 through 6 set out their respective requirements to disclose investment interests and sources of income in separate subcategories from their respective requirements to disclose business positions. Attachment 3 is the proposed list of disclosure categories. The proposed amendment re-phrases these categories so that the subcategories are eliminated and the term business positions is used instead of listing specific positions. This simplifies the text and parallels changes in the Political Reform Act since the code was last amended. No substantive change is being made in reporting requirements.

The first portion of this list contains the text of the current categories, the second portion contains the text of the proposed categories. Since these changes do involve rephrasing and combining what were previously separate paragraphs, staff felt that trying to incorporate the two lists would be confusing. Therefore, the entire current list appears in strikeout format (signifying deletion) and the entire new list in underline format (signifying addition).

The proposed list does not delete disclosure requirements for any financial interests.

Additions to the Disclosure Categories:

Due to the passage of AB 939 discussed above, the board gained jurisdiction over several additional types of facilities. The

proposed code amendment adds these to the lists of facilities appearing in categories 3 and 6. They are:

- transformation facilities
- waste tire facilities
- solid waste enterprises
- composting facilities.

In addition, category 6 has been adjusted to more accurately reflect the extent of potential conflicts of interest which result from decisions affecting real property in the vicinity of real property owned by an employee.

#### C. DISCLOSURE CATEGORY ASSIGNMENTS FOR DESIGNATED POSITIONS

Designated positions have been assigned specific disclosure categories based on the responsibilities of each position. Due to the differences in responsibilities between divisions, some positions with the same name will have different disclosure categories if they are in different divisions. For example, a Staff Services Manager in the Legislation Office must disclose interests in categories 2, 3 and 4, while a Staff Services Manager in the Permitting and Compliance Division must disclose interests in categories 2 through 6.

The disclosure categories were assigned as follows:

- 1 through 5: The positions assigned these categories are those which have state-wide responsibilities and which are potentially involved with any of the types of issues within the board's jurisdiction. For example, Board Members and Division Chiefs must disclose interests in these categories.
- 2 through 6: The positions assigned these categories are those which are potentially involved with any of the types of issues within the board's jurisdiction, but only in limited geographic areas. For example, the Permitting and Compliance Division has a Compliance Branch that is split between Northern and Southern California. Supervising Waste Management Specialists in this branch need not report real property interests in an area of the state that they do not have any enforcement responsibilities.
- 2 through 5: The positions assigned these categories do not have responsibilities which have an impact on specific pieces of real property. Therefore, they

need not disclose their own real property interests. For example, a Waste Management Specialist in the Policy and Evaluation Office is involved with reports and studies regarding state-wide issues and programs on a general scale. This division is not involved with decision-making regarding specific projects or facilities.

2, 3, and 4: The positions assigned these categories do not have responsibilities which have an impact on specific pieces of real property as above, they also are not involved with specific contracts for goods and services. Therefore, they need not disclose interests in companies that contract with the board. For example, a Staff Services Manager in the Legislation Office is involved primarily in analyzing, proposing and responding to potential legislation.

4 and 5: The positions assigned these categories have responsibilities that extend only to matters involving entities that receive financial or technical assistance from the board or who contract with the board to provide goods and services. For example, most of the Administration and Finance Division fits within this category.

As noted above, the proposed amendment retains some designated positions listed in the board's current conflict of interest code. However, due to the changes in the board's jurisdiction and authority, the responsibilities of employees in some of these positions have changed. To the extent that they have, the disclosure categories assigned to these positions may have changed. Those proposed changes are as follows:

**Planning Branch (now Planning and Assistance Division):**

- Staff Services Analyst: was disclosing interests in categories 2, 3, 4, and 6, would now disclose interests in categories 2 through 6.
- Associate Government Program Analyst: was disclosing interests in categories 2, 3, 4, and 6, would now disclose interests in categories 2 through 6.

**Enforcement Branch (now Permitting and Compliance Division):**

- Staff Services Analyst: was disclosing interests in categories 2, 3, and 5, would now disclose interests in categories 2 through 6.
- Associate Government Program Analyst: was disclosing interests in categories 2, 3, and 5, would now disclose interests in categories 2 through 6.

**STAFF RECOMMENDATION:**

The Board Staff would like to notice the proposed amendments for the 45-day public comment period beginning later this month. The Committee has the following options:

- 1) The Committee could direct staff to notice the proposed amendments to regulations as they appear in the attachments.
- 2) The Committee could direct staff to notice the proposed amendments to regulations with specified changes either to the designated positions and/or the disclosure categories included in the amendments.
- 3) The Committee could direct staff to re-write the proposed amendments to regulations and return with a new proposal for the next committee meeting. This might be appropriate if the committee feels that there are major changes warranted.

**ATTACHMENTS:**

1. Proposed Amendments to the Conflict of Interest Code for the California Integrated Waste Management Board: Text of Title 14 CCR section 18419.
2. Proposed Amendments to the Conflict of Interest Code for the California Integrated Waste Management Board: Appendix I, Designated Positions.
3. Proposed Amendments to the Conflict of Interest Code for the California Integrated Waste Management Board: Appendix II, Disclosure Categories.

Prepared by: Elliot W. Block <sup>EB</sup> Phone: 255-2821

**CONFLICT OF INTEREST CODE FOR THE  
CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**

The Political Reform Act (Government Codes section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Sec. 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the California Integrated Waste Management Board ("Board").

Designated employees shall file statements of economic interests with the Board. Upon receipt of the statements of the Board Members and the Executive Officer, the Board shall make and retain copies and forward the originals to the Fair Political Practices Commission. Statements for all other designated employees shall be retained with the Board and made available for public inspection and reproduction upon request. Government Code section 81008.

APPENDIX I

DESIGNATED POSITIONS

DISCLOSURE CATEGORIES

~~I. State Solid Waste Management Board~~

~~A. Executive Office~~

- ~~1. All State Solid Waste Management Board Members 1-5~~
- ~~2. Executive Officer 1-5~~
- ~~3. Deputy Executive Officer 1-5~~
- ~~4. Attorney 1-5~~
- ~~5. Public Information Officer 5~~

~~B. Planning Branch~~

- ~~1. Planning & Program Advisor 1-5~~
- ~~2. Staff Services Manager-I 2, 3, 4, 5, 6~~
- ~~3. Associate Governmental Program Analyst 2, 3, 4, 6~~
- ~~4. Staff Services Analyst 2, 3, 4, 6~~
- ~~5. Management Services Tech. 2, 3, 4, 6~~

~~C. Enforcement & Technical Assistance Division~~

- ~~1. Division Chief 1-5~~

~~ENFORCEMENT BRANCH~~

- ~~2. Branch Chief 1-5~~

~~ENFORCEMENT ANALYSIS SECTION~~

- ~~3. Waste Management Specialist III 2, 3, 4, 5, 6~~
- ~~4. Waste Management Specialist (I & II) 2, 3, 5~~
- ~~5. Management Services Tech. 2, 3-5~~

~~TECHNICAL ANALYSIS SECTION~~

- ~~6. Waste Management Specialist III 2, 3, 4, 5, 6~~
- ~~7. Engineers (all levels) 2, 3, 4, 5, 6~~

**DESIGNATED POSITIONS**

**DISCLOSURE CATEGORIES**

8. <del>Environmental Planners</del>	2, 3, 4, 5, 6
9. <del>Research Analyst</del>	2, 3, 4, 5, 6
10. <del>Staff Services Analyst</del>	2, 3, 4, 5, 6

**SITE CLASSIFICATION BRANCH**

11. <del>Branch Chief</del>	1-5
12. <del>Waste Management Specialist III</del>	2, 3, 4, 5, 6
13. <del>Waste Management Specialist (I &amp; II)</del>	2, 3, 5
14. <del>Engineers (All levels except Sr. WM Engr.)</del>	2, 3, 5
15. <del>Staff Services Analyst</del>	2, 3, 5
16. <del>Staff Services Manager I</del>	2, 3, 5
17. <del>Associate Governmental Program Analyst</del>	2, 3, 5
18. <del>Management Services Technician</del>	2, 3, 5

**D. ~~Resources Conservation and Recovery Division~~**

1. <del>Division Chief</del>	1-5
2. <del>Recovery Tech Branch Chief</del>	1-5
3. <del>Resource Conservation Branch Chief</del>	1-5
4. <del>Staff Services Manager I</del>	2, 3, 4, 5, 6
5. <del>Associate Governmental Program Analyst</del>	2, 3, 4, 5, 6
6. <del>Engineers</del>	2, 3, 4, 5, 6
7. <del>Staff Services Analyst</del>	2, 3, 4, 5, 6
8. <del>Research Manager I</del>	2, 3, 4, 5, 6
9. <del>Research Analyst (All levels)</del>	2, 3, 4, 5, 6

DESIGNATED POSITIONS

DISCLOSURE CATEGORIES

~~E. Administrative Services Division~~

<del>1. Division</del>	<del>1-5</del>
<del>2. Fiscal Officer</del>	<del>4, 5</del>
<del>3. Auditor</del>	<del>4, 5</del>
<del>4. Staff Services Analyst (Contracts &amp; Training)</del>	<del>4, 5</del>
<del>5. Staff Services Analyst (Procurements &amp; Contracts)</del>	<del>4, 5</del>
<del>6. Accounting Officer</del>	<del>4, 5</del>
<del>7. Accounting Technician</del>	<del>4, 5</del>

## DESIGNATED POSITIONS

**BOARD**Board Member1 through 5Board Advisor1 through 5**EXECUTIVE OFFICE**Executive Director1 through 5Chief Deputy Director1 through 5Advisor1 through 5**LEGAL OFFICE**Chief Counsel1 through 5Senior Staff Counsel2 through 6Staff Counsel2 through 6**LEGISLATION OFFICE**Assistant Director1 through 5Associate Governmental Program Analyst2, 3 and 4Staff Services Analyst2, 3 and 4Staff Services Manager2, 3 and 4**PUBLIC AFFAIRS AND  
EDUCATION OFFICE**Assistant Director1 through 5Committee Analyst1 through 5Information Officer2 through 5Staff Services Manager2 through 5Staff Services Analyst2 through 5Associate Governmental Program Analyst2 through 5Senior Waste Management Specialist2 through 5Supervising Waste Management Specialist2 through 5Associate Waste Management Specialist2 through 5Waste Management Specialist2 through 5**POLICY AND EVALUATION OFFICE**Assistant Director1 through 5Committee Analyst1 through 5Supervising Waste Management Specialist2 through 5Senior Waste Management Specialist2 through 5Associate Waste Management Specialist2 through 5Waste Management Specialist2 through 5Associate Governmental Program Analyst2 through 5**ADMINISTRATION AND FINANCE DIVISION**Deputy Director1 through 5Committee Analyst1 through 5Research Manager4 and 5Research Analyst4 and 5Staff Services Manager4 and 5Staff Services Analyst4 and 5Senior Waste Management Specialist4 and 5Supervising Waste Management Specialist4 and 5

**DESIGNATED POSITIONS**

**DISCLOSURE CATEGORIES**

<u>Associate Waste Management Specialist</u>	<u>4 and 5</u>
<u>Waste Management Specialist</u>	<u>4 and 5</u>
<u>Senior Waste Management Engineer</u>	<u>4 and 5</u>
<u>Supervising Waste Management Engineer</u>	<u>4 and 5</u>
<u>Associate Waste Management Engineer</u>	<u>4 and 5</u>
<u>Waste Management Engineer</u>	<u>4 and 5</u>
<u>Associate Governmental Program Analyst</u>	<u>4 and 5</u>
<u>Associate Management Auditor</u>	<u>4 and 5</u>
<u>Associate Programmer Analyst</u>	<u>4 and 5</u>
<u>Senior Information Systems Analyst</u>	<u>4 and 5</u>
<u>Associate Information Systems Analyst</u>	<u>4 and 5</u>
<u>Staff Information Systems Analyst</u>	<u>4 and 5</u>
<u>Data Processing Manager</u>	<u>4 and 5</u>
<u>Senior Industrial Hygienist</u>	<u>4 and 5</u>
<u>Associate Industrial Hygienist</u>	<u>4 and 5</u>

**PLANNING AND ASSISTANCE DIVISION**

<u>Deputy Director</u>	<u>1 through 5</u>
<u>Committee Analyst</u>	<u>1 through 5</u>
<u>Supervising Waste Management Specialist</u>	<u>2 through 6</u>
<u>Senior Waste Management Specialist</u>	<u>2 through 6</u>
<u>Associate Waste Management Specialist</u>	<u>2 through 6</u>
<u>Waste Management Specialist</u>	<u>2 through 6</u>
<u>Supervising Engineering Geologist</u>	<u>2 through 6</u>
<u>Senior Engineering Geologist</u>	<u>2 through 6</u>
<u>Associate Engineering Geologist</u>	<u>2 through 6</u>
<u>Engineering Geologist</u>	<u>2 through 6</u>
<u>Supervising Waste Management Engineer</u>	<u>2 through 6</u>
<u>Senior Waste Management Engineer</u>	<u>2 through 6</u>
<u>Associate Waste Management Engineer</u>	<u>2 through 6</u>
<u>Waste Management Engineer</u>	<u>2 through 6</u>
<u>Research Analyst</u>	<u>2 through 6</u>
<u>Research Manager</u>	<u>2 through 6</u>
<u>Staff Services Manager</u>	<u>2 through 6</u>
<u>Staff Services Analyst</u>	<u>2 through 6</u>
<u>Associate Government Program Analyst</u>	<u>2 through 6</u>
<u>Associate Management Auditor</u>	<u>2 through 6</u>
<u>Recycling Market Development Zone Loan Committee Members</u>	<u>1 through 5</u>

**PERMITTING AND COMPLIANCE DIVISION**

<u>Deputy Director</u>	<u>1 through 5</u>
<u>Committee Analyst</u>	<u>1 through 5</u>
<u>Supervising Waste Management Specialist</u>	<u>2 through 6</u>
<u>Senior Waste Management Specialist</u>	<u>2 through 6</u>
<u>Associate Waste Management Specialist</u>	<u>2 through 6</u>
<u>Waste Management Specialist</u>	<u>2 through 6</u>
<u>Supervising Engineering Geologist</u>	<u>2 through 6</u>
<u>Senior Engineering Geologist</u>	<u>2 through 6</u>
<u>Associate Engineering Geologist</u>	<u>2 through 6</u>
<u>Engineering Geologist</u>	<u>2 through 6</u>
<u>Supervising Waste Management Engineer</u>	<u>2 through 6</u>

## DESIGNATED POSITIONS

## DISCLOSURE CATEGORIES

<u>Senior Waste Management Engineer</u>	<u>2 through 6</u>
<u>Associate Waste Management Engineer</u>	<u>2 through 6</u>
<u>Waste Management Engineer</u>	<u>2 through 6</u>
<u>Research Manager</u>	<u>2 through 6</u>
<u>Research Analyst</u>	<u>2 through 6</u>
<u>Associate Government Program Analyst</u>	<u>2 through 6</u>
<u>Associate Management Auditor</u>	<u>2 through 6</u>
<u>Staff Service Manager</u>	<u>2 through 6</u>
<u>Staff Service Analyst</u>	<u>2 through 6</u>

**RESEARCH AND TECHNOLOGY  
DEVELOPMENT DIVISION**

<u>Deputy Director</u>	<u>1 through 5</u>
<u>Committee Analyst</u>	<u>1 through 5</u>
<u>Supervising Waste Management Specialist</u>	<u>2 through 6</u>
<u>Senior Waste Management Specialist</u>	<u>2 through 6</u>
<u>Associate Waste Management Specialist</u>	<u>2 through 6</u>
<u>Waste Management Specialist</u>	<u>2 through 6</u>
<u>Supervising Waste Management Engineer</u>	<u>2 through 6</u>
<u>Senior Waste Management Engineer</u>	<u>2 through 6</u>
<u>Associate Waste Management Engineer</u>	<u>2 through 6</u>
<u>Waste Management Engineer</u>	<u>2 through 6</u>
<u>Research Manager</u>	<u>2 through 6</u>
<u>Research Analyst</u>	<u>2 through 6</u>
<u>Staff Services Manager</u>	<u>2 through 6</u>
<u>Staff Services Auditor</u>	<u>2 through 6</u>
<u>Associate Management Analyst</u>	<u>2 through 6</u>
<u>Associate Governmental Program Analyst</u>	<u>2 through 6</u>
<u>Supervising Engineering Geologist</u>	<u>2 through 6</u>
<u>Senior Engineering Geologist</u>	<u>2 through 6</u>
<u>Associate Engineering Geologist</u>	<u>2 through 6</u>
<u>Engineering Geologist</u>	<u>2 through 6</u>

Local Government Technical Advisory Committee 1 through 5

Consultant\* 1 through 5

\*The Executive Director may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

APPENDIX II

DISCLOSURE CATEGORIES

~~Category 1. Designated employees in Category 1 must report:~~

~~All interests in real property located within the State of California.~~

~~Category 2. Designated employees in Category 2 must report:~~

~~a. Investments in business entities and income from sources that are subject to state standards and requirements concerning solid waste management practices and facilities.~~

~~b. His or her status as a director, officer, partner, trustee or holder of a position of management in any business entity which is subject to state standards and requirements concerning solid waste management practices and facilities.~~

~~Category 3. Designated employees in Category 3 must report:~~

~~a. Investments in business entities and income from sources engaged in the operation of any solid waste disposal facility, resource recovery facility or transfer/processing station.~~

~~b. His or her status as a director, officer, partner, trustee or holder of a position of management in any business entity which engages in the operation of any solid waste disposal facility, resource recovery facility or transfer/processing station.~~

~~Category 4. Designated employees in Category 4 must report:~~

~~a. Investments in business entities and income from sources of the type which receive financial or technical assistance from the Board.~~

~~b. His or her status as a director, officer, partner, trustee or holder of a position of management in any business entity of the type which receives financial or technical assistance from the Board.~~

~~Category 5. Designated employees in Category 5 must report:~~

~~a. Investments in business entities and income from sources of the type which have contracted with the Board to provide services, supplies, materials, machinery or equipment.~~

~~b. His or her status as a director, officer, partner, trustee or holder of a position of management in any business entity of the type which have contracted with the Board to provide services, supplies, materials, machinery or equipment.~~

~~Category 6. Designated employees in Category 6 must report:~~

~~All interests in real property located in the County in which the designated employee planning or technical assistance or has enforcement branch responsibility.~~

Category 1: All interests in real property located within the State of California

Category 2: Investments and business positions in business entities, and income from sources, that are subject to state standards and requirements concerning solid waste management practices and facilities.

Category 3: Investments and business positions in business entities, and income from sources, that are engaged in the operation of any solid waste disposal facility, resource recovery facility, transfer/processing station, transformation facility, waste tire facility, solid waste enterprise or composting facility.

Category 4: Investments and business positions in business entities, and income from sources, of the type that receive financial or technical assistance from the Board.

Category 5: Investments and business positions in business entities, and income from sources, that have contracted with the Board to provide services, supplies, materials, machinery or equipment.

Category 6: Any interest in real property that has been used as, is currently being used as, may be used as, or is within 2500 feet of real property that has been used as, is currently being used as, or may be used as a disposal facility, resource recovery facility, transfer/processing station, transformation facility, waste tire facility, solid waste enterprise or composting facility; and is located in a county in which the designated employee provides planning, technical assistance, or enforcement responsibilities.

**CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD**

**ADMINISTRATION COMMITTEE**

**JANUARY 21, 1993**

**AGENDA ITEM #6A**

**ITEM:** Discussion on the Establishment of the Local Government Technical Advisory Committee

**BACKGROUND:**

The Local Government Technical Advisory Committee (LGTAC) was created by SB 487 (Bergeson, Chapter 1106, 1991 Statutes). The LGTAC consists of nine legislative and Governor-appointed members. Its role is to advise the California Integrated Waste Management Board (Board) on programs and policies that affect Integrated Waste Management Plans (Part 2, commencing with Section 40900 of the Public Resources Code). Specifically, the LGTAC is required to:

- (a) Provide a direct liaison between the Board and local governments.
- (b) Advise the Board of potential impacts of proposed Board policies and regulations on local solid waste programs.
- (c) Advise the Board on the impacts of statewide programs in municipal solid waste management on local solid waste programs.
- (d) Make recommendations to the Board on incentive and grant programs to achieve integrated waste management objectives.
- (e) Advise the Board on regional approaches to integrated waste management and make recommendations to the Board on strategies for implementation of programs.

Appointments were required to be made by January 14, 1992. Each appointment is required to be an employee of a city, county, or special district, as specified, and to demonstrate expertise in a specific area of integrated waste management. In addition, the appointments are required to reflect the diversity of solid waste problems affecting local governments and must be representative of the ethnic and cultural diversity in California.

Members serve a two-year term, except that the first members appointed are to classify themselves by lot so that one-half serve an initial term of one year and one-half serve an initial term of two years. Members are to be reimbursed at a rate of \$100 per day for each meeting (\$400 maximum per month), plus expenses for travel. The LGTAC is required to meet not less than once each calendar quarter. The LGTAC sunsets on January 1, 1995, unless it is extended by law.

**ANALYSIS:**

On December 31, 1992, the appointments to the LGTAC were completed. The appointments include:

**GOVERNOR'S APPOINTMENTS**

**MEMBER**

Janice Goss  
County of Orange

Robert Hung Le  
City of Palo Alto

Thomas Mauk  
City of Whittier

John Welbourn  
City of Lompoc

Richard Welton  
County of Fresno

**REPRESENTATION**

County Source  
Reduction and  
Recycling

City Solid Waste  
Collection

City Solid Waste  
Planning

City Source  
Reduction and  
Recycling

County Solid Waste  
Collection

**SENATE APPOINTMENTS**

**MEMBER**

Richard Hays  
City of San Diego

Kay Martin  
County of Ventura

**REPRESENTATION**

City Solid Disposal

County Solid Waste  
Planning

**ASSEMBLY APPOINTMENTS**

**MEMBER**

Marcia deVaughn  
City and County of San Francisco

J. David Meyers  
Monterey Regional Waste  
Management District

**REPRESENTATION**

County Solid Waste  
Disposal

Special District  
Solid Waste  
Collection or  
Disposal

The Policy and Evaluation Office serves as staff to the LGTAC, coordinating meetings and activities with the Board's Divisions and Offices.

**STAFF COMMENTS:**

This Item is Informational only.

Prepared by: Bobbie Garcia/Mercy Caputi Phone 255-2199/2198

Reviewed by: Caren Trgovcich Phone 255-2207

Legal Review: \_\_\_\_\_ Date/Time \_\_\_\_\_

