

RESOLUTION NUMBER R- 290855

ADOPTED ON OCT 19 1998

RESOLUTION ADOPTING THE REVISED
CONFLICT OF INTEREST CODE FOR THE
SAN DIEGO POLICE DEPARTMENT.

WHEREAS, by Resolution R-289736 adopted on March 17, 1998, the City Council approved the Police Department's Conflict of Interest Code, which was revised and updated following the required City-wide biennial review of all conflict of interest codes for which the City Council serves as code reviewing body; and

WHEREAS, Government Code section 87306 requires agencies to amend their conflict of interest codes whenever an amendment is necessitated by changed circumstances, including the creation of new positions which must be designated and relevant changes in the duties assigned to existing positions; and

WHEREAS, the Police Department has proposed changes to Appendix A and Appendix B of that department's conflict of interest code to accurately reflect designated positions and appropriate disclosure categories; NOW, THEREFORE,

BE IT RESOLVED that the Police Department's proposed changes to Appendix A Appendix B of that department's conflict of interest code are hereby approved and are incorporated into its conflict of interest code.

BE IT FURTHER RESOLVED that revised Appendix A Appendix B to the Police Department's Conflict of Interest Code be placed on file in the Office of the City Clerk as

Document No. RR- 290855.

BE IT FURTHER RESOLVED that the revised Conflict of Interest Code for the San Diego Police Department become effective upon the date of adoption of this resolution.

APPROVED: CASEY GWINN, City Attorney

By 

Lisa A. Foster
Deputy City Attorney

LAF:cdk
09/22/98
Or.Dept:Police
R-99-233
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**SAN DIEGO POLICE DEPARTMENT'S
CONFLICT OF INTEREST CODE**

APPENDIX "A"
(Revised 8/1/98)

DESIGNATED POSITIONS, DUTIES, AND CATEGORIES

Position	Duties	Category
Chief of Police	Plans, organizes, and directs all Police Department operations including the specification development and requisitioning of equipment and services.	1, 2, 3
Assistant Police Chief	Plans and directs the work of several divisions including the specification development and requisitioning of equipment and services	1, 2, 3
Special Advisor to the Chief of Police (Civilian)	Advises and make recommendations to the Chief of Police regarding all Police Department operations.	1, 2, 3
Personnel Director (Civilian)	Manages the operations of the Personnel Division of the Police Department with responsibility for formulation and administration of policies and programs.	3
Police Captain	Plans and directs the operations of a major division including the development of special programs, specification development, the processing of traffic citations, and the requisitioning of equipment, services, and special funds.	3
Equal Employment Opportunity Manager (Civilian)	Develops, implements, and monitors the Police Department's Equal Employment Opportunity Program. Responsible for the prevention and resolution of internal discrimination complaints through training and mediation or investigation. Maintains statistics, and serves as a liaison with the City's Equal Employment Investigative Officer regarding violations of Department rules, policies, and procedures.	3

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SAN DIEGO, CALIFORNIA

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Position	Duties	Category
Police Personnel Administrator (Civilian)	Administers the personnel services operations of the Police Department, including reviewing and administering selection, hiring, and promotion processes; overseeing the management of all personnel records; maintaining liaison with commands on personnel matters and assisting in the interpretation of personnel policies and regulations; and administering the Department's Medical Assistance Program.	3
Administrative Service Manager (Civilian)	Plans and directs the operations of a major division including the processing of all equipment requisitions, all budget preparation for the Police Department or, directs all administrative or operational crime analysis programs, provides analytic and research support for department management and directs the implementation of department wide computer program.	3
Crime Laboratory Manager (Civilian)	Directs operations of the Police Crime Laboratory including the examining of criminal evidence and the requisitioning of specified equipment.	3
Police Fleet Manager (Civilian)	Plans and directs the operations of Automotive Maintenance Section including the specification development and requisitioning of equipment and services.	3
Supervising Administrative Analyst (Civilian)	Administers fiscal operations of the department including requisitioning of equipment and supplies, reviewing and making recommendations on requests for proposals and administering contracts.	3
Data Systems Coordinator (Civilian)	Administers fiscal operations of the department including requisitioning of equipment and supplies, reviewing and making recommendations on requests for proposals and administering contracts	3
Police Records Administrator (Civilian)	Plans and directs the operations of the Records Division and Property and Evidence Units including the processing, storage, and retrieval of police reports; impound and maintenance of evidence and found property	3

Position	Duties	Category
Licensing Detail Investigators	Conducts investigations of police-regulated business license applicants	3
Consultants	The Chief of Police 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 determination shall include a description of the consultants' duties, and, based upon that description, a statement of the extent of the disclosure requirements. The Chief of Police'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.	4
ARJIS Program Manager (Civilian)	Plans and oversees development of regional ARJIS computer functions, chairs ARJIS meetings, acts as staff to ARJIS Board of Directors	3
Police Special Projects Manager (Civilian)	Plans and directs operations of the Special Projects unit including managing capital improvement budget and projects, building maintenance, landscaping and other vendor contracts	3
Supervising Data Systems Coordinator (Civilian)	Administers fiscal operations of Data Services Unit including requisitioning of computer equipment and supplies, reviewing and making recommendations on requests for proposals and administering contracts	3
STAR Program Manager (Civilian)	Plans, administers and coordinates the operations of the STAR (Sports Training Academics Recreation) Program	3
Project Coordinator, Mid-City Organizing Project (Civilian)	Develops a strategic plan, including goals, timelines, and budget, for implementation of a "Mid City Organizing Project."	3
Management Assistant, IACP (Civilian)	Plans, administers and coordinates the preparations and activities related to the International Association of Chiefs of Police conference to be held in San Diego.	3

**SAN DIEGO POLICE DEPARTMENT'S
CONFLICT OF INTEREST CODE**

**APPENDIX "B"
(Revised 8/1/98)**

Category 1: Investments and business positions in any business entity located in or doing business in the jurisdiction.

Income and gifts from sources located in or doing business in the jurisdiction.

Interests in real property located in the jurisdiction, including property located within a two-mile radius of any property owned or used by the City. "Real property" does not include the home/primary residence of the filer.

Category 2: a. All investments and business positions in any firms or business entity that supplies goods or services to the City of San Diego; that is a tenant of the City of San Diego; that is an adverse party to the City of San Diego in a legal proceeding; or is granted authority by the City of San Diego to use city facilities.

b. All interests in real property owned or used by any person or business entity that supplies goods or services to the City of San Diego; that is a tenant of the City of San Diego; that is an adverse party to the City of San Diego in a legal proceeding; or is granted authority by the City of San Diego to use city facilities.

c. All income, including gifts of fifty (\$50) dollars or more, from any person or business entity that supplies goods or services to the City of San Diego; that is a tenant of the City of San Diego; that is an adverse party to the City of San Diego in a legal proceeding; or is granted authority by the City of San Diego to use city facilities.

Category 3: For purposes of this category, any person or business entity means one which reasonably foreseeable will be the subject of an investigation by the City, is an adverse party to the City in a legal proceeding, or is contracting with, or selling goods or services to, the City.

Investments or business positions in any business entity, income and gifts from any person or business entity, interests in real property held jointly or in common with any person or business entity.

Category 4:

The Chief of Police 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 determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the disclosure requirements. The Chief of Police'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.

CERTIFICATION

The foregoing amendment to the Conflict of Interest Code was prepared by the City of San Diego (name of department/agency/board) after a fair opportunity was offered to the members of the (department/agency/board) to present their views.

8-3-98
(date)

Cathy Lepore
for (signature of executive officer)

NOTE TO LIAISONS: The certification is attached to the amended code, following the appendices.