



**COUNTY OF FRESNO
BOARDS, COMMISSIONS, COMMITTEES APPLICATION FORM**

Please be advised that you may be required to file a Form 700 - Statement of Economic Interest

Name of Applicant: _____

Home Address: _____ City: _____ Zip: _____

Current Employer: _____

Business Address: _____ City: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Supervisorial District No. _____

E-mail Address: _____

NOTE: Please check above the address and telephone number you would like listed on the roster if you are appointed. The roster information may be released as a public record.

COMPLETE NAME of Board/Committee/Commission(s) you are interested in serving on as well as the position for which you are qualified (if necessary). If you are applying for the Behavioral Health Board, Fresno Child Care & Development Local Planning Council, In-Home Supportive Services Advisory Committee, or Children and Families Commission, please also complete the supplemental application. If you are applying for the Workforce Development Board, please note a different application form is required.

List past or present County appointments, as well as any other public service appointments, or elected positions held (please list dates served):

What experience or special knowledge can you bring to your area(s) of interest?

List community organizations to which you belong:

Convictions and Penalties – Have you ever been convicted of a felony? If yes, give dates(s), location(s) and penalties. (Convictions are evaluated for each position and are not necessarily disqualifying).

List any affiliation you or your spouse has with public service agencies:

**I HAVE READ THE "FRESNO COUNTY BOARD OF SUPERVISORS' ADMINISTRATIVE POLICY NO. 35" REGARDING CONFLICT OF INTEREST FOR BOARD APPOINTEES AND AGREE TO ABIDE BY THE POLICIES AND PROCEDURES AT ALL TIMES WHILE AN APPOINTED MEMBER OF THE INTERESTED NAMED COMMITTEE. AT PRESENT, TO THE BEST OF MY KNOWLEDGE, NO CONFLICT OF INTEREST EXISTS IN MY SERVING ON THIS COMMITTEE .
I DECLARE UNDER PENALTY OF PERJURY THAT THE INFORMATION SUBMITTED IN THIS FORM IS TRUE, COMPLETE, AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND THAT I MEET THE COMMISSION MEMBER ELIGIBILITY REQUIREMENTS LISTED IN ATTACHMENT A.**

(Signature)

Date: _____

PLEASE RETURN COMPLETED FORM TO:
Samantha Buck, Principal Administrative Analyst
County Administrative Office
2281 Tulare Street, Room 304
Fresno, CA 93721
Telephone (559) 600-1231

Email application to:
sbuck@fresnocountyca.gov

**FRESNO COUNTY BOARD OF SUPERVISORS
ADMINISTRATIVE POLICY
NO. 35**

SUBJECT: CONFLICT OF INTEREST - BOARD APPOINTEES

POLICY STATEMENT

In addition to any Federal or State conflict of interest requirements which may apply, no member of any board, commission or committee shall make, participate in making or in any way attempt to use their position to influence a decision in which he or she knows or has reason to know that he or she or their spouse has a financial interest. In all such cases, the affected member shall disclose their interests in the records of the board, commission or committee and shall refrain from participating in all discussions and votes concerning the matter in which they or their spouse has a financial interest.

The purpose of this policy is not only to avoid actual improprieties, but also the appearance of possible improprieties. Therefore, it is the policy of the Board of Supervisors that any doubts as to whether a member shall refrain from participating in a particular matter should be resolved in favor of non-participation.

While recognizing that state law and regulations may specify categories of memberships on certain board, commission and committees, to the extent possible, no one shall be appointed to a board, commission or committee which recommends funding allocations to community based organizations, who is or whose spouse is a director or officer of an agency or organization which competes in the funding process before that board, commission or committee.

MANAGEMENT RESPONSIBILITY

The County Administrative Officer shall provide all nominees to County boards, commission and committees with copies of the Board's Conflict of Interest policy. Additionally, the County's staff to each board, commission, and committee shall be provided with a copy of the application of each appointee so as to be able to assist in monitoring compliance with the conflict of interest policy. Monitoring shall include annual review of appointee circumstances as they may change during each appointee's term of office.

APPLICANT/NOMINEE RESPONSIBILITY

All applicants shall state on their application for appointment what affiliation, if any, they or their spouse has with public service agencies. Additionally, all applicants shall certify prior to their participation as a voting representative of the Board of Supervisors that they have read this policy and can serve free of any conflict of interest. The certification will be made by an applicant/nominee by signing the application for their appointment. Further, should any conflict of interest arise during the appointee's term of office, the appointee shall so declare and abstain from participation on the proceeding and business as it relates to the area of conflict.

For those boards, commissions and committees which recommend funding allocations to the Board of Supervisors, no member shall participate in any discussions or decisions related to an agency of which the member or the member's spouse is a director or officer. Additionally, unless state law or regulation require otherwise, any such member shall also refrain from participation in discussions or decisions related to proposals which are in direct competition with a proposal submitted by the agency of which the member or member's spouse is a director or officer.

ATTACHMENT A

Commission Member Eligibility Requirements

Advisory Redistricting Commission:

Based on Elections Code section 23002, individuals appointed to an Advisory Redistricting Commission cannot be elected officials of the County and they also cannot be family members¹, staff members, or paid campaign staff of any elected County officials.

Individuals appointed to the Advisory Redistricting Commission shall be available to regularly attend and participate in public hearings and/or workshops and Commission meetings and trainings.

¹ Elections Code section 23000, subdivision (b), defines “family member” as “a spouse, parent, sibling, child or in-law.”