County of Ventura

OCT 11 2018

Clerk of the Board

2018 Local Agency Biennial Notice

Name of Agency: Ventura County Law Library

Mailing Address: 800 S. Victoria Ave., Ventura, CA 93009

Contact Person: Katie M. Drow Phone No. 805-642-8982

Email: katied@vencolawlib.org Alternate Email: vencolawlib@yahoo.com

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that *(check one BOX):*

☑ **An amendment is required. The following amendments are necessary:**

(Check all that apply.)

- ○ Include new positions
- ● Revise disclosure categories
- ○ Revise the titles of existing positions
- ○ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ○ Other *(describe)* _____

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification **(to be completed if no amendment is required)**

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer — October 10, 2018 *Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

Board of Supervisors
800 S. Victoria Avenue
Ventura, CA 93009-1920

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

County of Ventura
OCT 11 2018
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AMENDED CONFLICT OF INTEREST CODE FOR THE
VENTURA COUNTY LAW LIBRARY
OF THE COUNTY OF VENTURA

The Political Reform Act, Government Code Section 81000, et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. This agency adopted a Conflict of Interest Code which was approved by the Ventura County Board of Supervisors on March 29, 1977. Subsequently, the Fair Political Practices Commission has adopted a regulation (2 Ca. Code of Regs., sec. 18730) which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendments duly adopted by the Fair Political Practices Commission are hereby incorporated by reference as the Amended Conflict of Interest Code for this agency, along with the attached appendix in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code for this agency.

Pursuant to Section (b)(4) of Fair Political Practices Commission regulation 18730, designated employees and Board of Trustee members shall file statements of economic interest with the code reviewing agency which for the Law Library has been designated as the County of Ventura, Clerk of the Board. The Director of the Law Library has been designated as the filing officer for the Law Library and as such shall facilitate with the filing process for the Law Library.

Approved this 10th day of OCTOBER, 2018.

VINCENTE E. WOODWARD, PRESIDENT

KATIE DROW, SECRETARY

VENTURA COUNTY LAW LIBRARY
2018 CONFLICT OF INTEREST CODE

Exhibit A
Designated Positions

# OF POSITIONS	POSITION TITLE	DISCLOSURE CATEGORY
6	Member of the Board of Trustees	A, B, C
1	Director and Law Librarian	A, B, C
1	Librarian	A, B, C

Exhibit B
Disclosure Categories

A. Investments in any business entity which within the last two years has contracted, or in the next twelve months foreseeably may contract, with the Ventura County Law Library to provide books, services, supplies, materials, machinery, equipment or anything of value for which consideration will be paid by the Ventura County Law Library.

B. Income from any source which within the last two years has contracted, or in the next twelve months foreseeably may contract, with the Ventura County Law Library to provide books, services, supplies, materials, machinery, equipment or anything of value for which consideration will be paid by the Ventura County Law Library.

C. His or her status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which within the last two years has contracted, or in the next twelve months foreseeably may contract, with the Ventura County Law Library to provide books, services, supplies, materials, machinery, equipment or anything of value for which consideration will be paid by the Ventura County Law Library.

An investment of income is reportable if the business entity in which the investment is held, or the income or source of income, may foreseeably be affected materially by any decision made or participated in by the person by virtue of his or her position with the Ventura County Law Library.

KATIE DROW
Director and Secretary to the Board of Trustees
E-mail: katied@vencolawlib.org

www.vencolawlib.org

Ventura County Law Library
800 South Victoria Avenue
Ventura, California 93009
Phone: (805) 642-8982
Fax: (805) 642-7177

BOARD OF TRUSTEES
Vincente E. Woodward, Esq.
PRESIDENT

Stuart A. Comis, Esq.
VICE-PRESIDENT

Judge William Q. Liebmann
Robert L. Coit, Esq.
Amber Rodriguez, Esq.
Leroy Smith, Esq.

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE VENTURA COUNTY LAW LIBRARY HELD OCTOBER 10, 2018.

A meeting was held on Wednesday, October 10, 2018, at 12:15 p.m. in the Law Library. Present were Board members Mr. Woodward, Mr. Coit, Mr. Smith, Judge Liebmann, and Ms. Rodriguez as well as members of the public Jane Meyer and Peter Bash. Mr. Comis was not present. The meeting was called to order at 12:17 p.m.

Peter Bash commented on the existing filtering of the library computers.

After discussion and on motion duly seconded, it was resolved that:

Item 2, the minutes of the regular meeting held September 10, 2018, was approved and a copy is attached herewith;

Item 4, the Annual Report, was approved as amended;

Item 5, the financial statement for FY 2018-19 AP 3, was approved;

Item 6, the computer estimate for Merical, was approved;

Item 7, the amended Conflict of Interest Code, was approved.

Item 3, the existing E-Rate filtering, was discussed and tabled for discussion for the next meeting. The current filtering will remain as is until further notice.

Item 8, staffing and hours, will be left to the discretion of the Director.

Item 9, the new funding, was tabled for discussion at the next meeting in order for more facts and figures to be presented for discussion of options.

Item 10, the Director reported on new revenue being generated by the room rentals.

Item 11, Mr. Woodward commented on the news and passed out articles.

The next regular meeting is set for Wednesday, November 14, 2018, at 12:15 in the Law Library. There being no further business, the meeting was adjourned at 1:23.

Katie Drow
Secretary

BOARD MINUTES
BOARD OF SUPERVISORS, COUNTY OF VENTURA, STATE OF CALIFORNIA

SUPERVISORS STEVE BENNETT, LINDA PARKS,
KELLY LONG, PETER C. FOY AND JOHN C. ZARAGOZA
December 4, 2018 at 8:30 a.m.

CONSENT – COUNTY EXECUTIVE OFFICE – Adoption of Conflict of Interest Codes for 118 Local Agencies; and Receive and File 2018 Biennial Notices.

(X) All Board members are present.

(X) Upon motion of Supervisor Long, seconded by Supervisor Zaragoza, and duly carried, the Board hereby approves the recommendations as stated in the respective Board letters for Consent Items 12 - 33.

By: Lori Gaines
Lori Gaines
Deputy Clerk of the Board

Item #13
12/4/18