



**CALIFORNIA FAIR POLITICAL PRACTICES COMMISSION**  
1102 Q Street • Suite 3050 • Sacramento, CA 95811 • (916) 322-5660

**To:** Chair Silver and Commissioners Brandt, Ortiz, Wilson and Zettel

**From:** Dave Bainbridge, General Counsel  
Lindsay Rice, Manager, Email Advice and Conflict of Interest Code Program

**Subject:** **Proposed Amendments to Regulation 18351 – Conflict of Interest Code of the Fair Political Practices Commission**

**Date:** September 8, 2025

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### **Summary of Proposed Action**

Staff presents for adoption amendments to existing Regulation 18351<sup>1</sup>, which contains the conflict of interest code for the Fair Political Practices Commission (the “Commission”).

### **Reason for Proposed Regulatory Action**

Since the Commission’s conflict of interest code was last amended there have been changes to titles for existing positions, the addition of a new position at the Commission, and a new legal requirement for Commissioners to file electronically with the Commission. The Commission’s conflict of interest code needs to be updated to reflect these changes. Other non-substantive changes are also proposed to the standard language of the code.

### **Background**

The Political Reform Act (the “Act”) requires every agency to “adopt and promulgate a conflict of interest code” to: (1) Designate all “positions within the agency, other than those specified in Section 87200, which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest;” and (2) Identify those interests of the designated employees that are reportable on the Statement of Economic Interests (Form 700). (Sections 87300 and 87302.)

Each state agency must amend its conflict of interest code when it creates new job classifications, revises job titles, deletes positions or alters the scope of job duties for designated employees. (Section 87306.) The Commission’s conflict of interest code is contained in Regulation 18351, which was last amended in 2023. The current proposed amendments to

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<sup>1</sup> The Political Reform Act (“Act”) is contained in Government Code Sections 81000 through 91014. All statutory references are to the Government Code, unless otherwise indicated. The regulations of the Fair Political Practices Commission are contained in Sections 18104 through 18998 of Title 2 of the California Code of Regulations. All regulatory references are to Title 2, Division 6 of the California Code of Regulations, unless otherwise indicated.



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Regulation 18351 include: (1) adding new positions; (2) updating position titles in accordance with existing job classifications; (3) adding electronic filing language for the Commissioners; and (4) updating to standard language.

### **Proposed Regulations**

To reflect the Commission’s current organizational structure, staff has made the following proposed changes to the Commission’s conflict of interest code, as reflected in amended Regulation 18531:

- The Legislative Counsel position in the Executive Office was retitled to “Legislative Counsel (All Levels)” and remains assigned to disclosure category 1;
- The Political Reform Consultants position in the Legal Division was retitled to “Political Reform Consultants (All Levels)” and remains assigned to disclosure category 3;
- The Political Reform Consultants position in the Enforcement Division was retitled to “Political Reform Consultants (All Levels)” and remains assigned to disclosure category 2;
- The Senior Management Auditor position has been added to the Audits and Assistance Division and assigned to disclosure category 2;
- The Staff Services Manager I position in the Administration and Technology Division was retitled to “Staff Services Manager I (Form 700 and Business Services Units)” and remains assigned to disclosure category 3;
- Electronic filing language was added for the Fair Political Practices Commissioners;<sup>2</sup>
- Standard language was applied to the incorporation page, consultant/new position language, and categories.

The specific changes to the existing job classifications are set forth in detail in the “Proposed Final Statement of Reasons,” which is attached.

### **Summary of Public Comment & Response Thereto**

No public comment has been received at this time.

### **Education/Outreach Efforts**

Commission staff has made the draft conflict of interest code available to staff via the agency’s intranet site along with an all-staff email notification on August 1, 2025 of the proposed

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<sup>2</sup> Section 87500(b)(1) was recently amended by the legislature to require Commissioners to file electronically with the Commission. (AB 1170 (Valencia) – Chapter 211, Statutes of 2024.)



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amendments. Prior to that notification, the Commission's code reviewing body, the Office of the Attorney General completed a preliminary review of the draft code and approved it. Following the Commission's action, the conflict of interest code must be submitted to the Office of the Attorney General for final approval. Once approved, staff will submit the amended regulation to the Office of Administrative Law for final adoption. The conflict of interest code amendment is effective 30 days from the endorsement date of the Secretary of State. Commission staff will then distribute the amended regulation to interested parties via the Newly Adopted, Amended or Repealed Regulations email list and will also update the "Newly Adopted, Amended or Repealed Regulations" page on the Commission's website.

### **Conclusion**

The proposed amendments to Regulation 18351 will bring the Commission's conflict of interest code up to date. Staff is seeking adoption of the proposed amendments by the Commission at this time.

### **Attachments:**

- Proposed Final Statement of Reasons; and
- Proposed Amendments to Regulation 18351.