



COUNTY OF SAN DIEGO

INTER-DEPARTMENTAL CORRESPONDENCE

January 8, 2016

TO: County Officials Required by State Law to Take Ethics Training

FROM: County Counsel (A12)

RE: State Mandated Ethics Training ("AB 1234 Ethics Training")

This is an annual reminder that state law requires local agency officials who receive, or are eligible to receive, compensation, salary, stipend or reimbursement for expenses, take two hours of ethics training every two years.¹ Local agency officials who commence service after January 1, 2006 are required to take the training within one year from the first date of service. Thereafter, the officials must take two hours of ethics training every two years.

We are sending this notice to you because, according to the County's records, you are serving in a position that requires you to take the ethics training. *If you have already satisfied your current biennial requirement, you may disregard the notice.* If you believe that the position in which you serve is not subject to these ethics training requirements, please feel free to contact me so that we can discuss whether you are obligated to take the ethics training.

Local agency officials may satisfy the ethics training requirement through a qualified provider using one of the following three options:

- Option 1: In-person training courses;
- Option 2: On-line training; or
- Option 3: Self-study training (reading materials and taking a test).

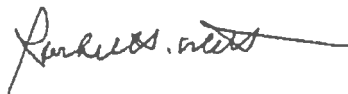
¹ "Local agency official" includes (1) any member of a local agency legislative body or any elected local agency official who receives any type of compensation, salary, or stipend or reimbursement for actual and necessary expenses incurred in the performance of official duties; (2) any employee designated by a local agency governing body to receive the training. Gov't Code § 53234(c). "Legislative body" means any decision-making or advisory committee, commission, board, or other body of the local agency (i.e., the County) that is subject to the provisions of the Ralph M. Brown Act. Gov't Code § 53234(a).

The County does not offer an AB 1234 Ethics Training. However, the Institute for Local Government ("ILG") does provide a number of education opportunities, including on-line and self-study options. You can find these resources at the ILG <http://www.ca-ilg.org/ab1234compliance>. There is a fee associated with some of these training options. A free online training for is offered on the California Fair Political Practices Commission website and may be accessed at <http://www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html>. Select the Ethics Training for Local Officials. After you complete the training you should receive a certificate. Please keep the certificate for your records and send a copy to the Clerk of the Board of Supervisors.

If you have any questions, please feel free to call me at 619-531-6205 or email me at rachel.witt@sdcounty.ca.gov.

THOMAS E. MONTGOMERY, County Counsel

By



RACHEL H. WITT, Senior Deputy

RHW:rhw