

**DEPARTMENT OF ANIMAL SERVICES  
REVISED CONFLICT OF INTEREST CODE  
SCHEDULE "A" - DESIGNATED POSITIONS**

<u>CLASSIFICATION</u>	<u>DISCLOSURE CATEGORY</u>
Commissioner	1
General Manager	1
Assistant General Manager	1
Director of Field Operations	1
Senior Management Analyst II	2
Director of Public Information	3
Chief Veterinarian	4
Senior Animal Control Officer I, II	5
Animal Control Officer I, II	5
Veterinarian	6
Senior Accountant II	7
Senior Systems Analyst I, <u>II</u>	8
Senior Personnel Analyst I, <u>II</u>	9
Consultant	*

\* Whether any individual is a consultant shall be determined by the General Manager, who also determines which of the above categories is applicable to that consultant.

*Revised 04/09/03*

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*Approved on by the City Council on October 8, 2003  
Council File No. 03-2068*

**Agency Report of:  
New Positions**

**A Public Document**

California Form **804**

**1. Agency Name** (Also include, Division, Department, or Region (if applicable))  
 Department of Animal Services, Admin

Amendment

Agency Contact: Leticia Ortiz

Date of Original Filing: \_\_\_\_\_  
 (month, day, year)

Phone Number: [Redacted]      E-mail: [Redacted]

**2. New Position Information**

Position Title/Classification and Job Summary	Assigned Category	OR Disclosure Requirement	Assuming/Start Date (Optional)
District Supervisor 4320		See Attached	Start 12/01/2016 m / d / yr
			Start ____/____/____ m / d / yr
			Start ____/____/____ m / d / yr
			Start ____/____/____ m / d / yr
			Start ____/____/____ m / d / yr
			Start ____/____/____ m / d / yr
			Start ____/____/____ m / d / yr

**3. Verification**

I have read and understand FPPC Regulations 18700.3 and 18734. I have verified that the disclosure assignment(s) set forth above, is in accordance with its provisions.

Signature: [Redacted]      Name: Deborah Cansler      Title: Personnel Director III      Date: 1/31/18 (month, day, year)

Comment: (Use this space or an attachment for any additional information.)

**CITY OF LOS ANGELES  
DEPARTMENT OF ANIMAL SERVICES  
CONFLICT OF INTEREST CODE  
FORM 804 ATTACHMENT**

**District Supervisor**

- A. Any investment in, business position with, or income from a source that was involved as a party, participant, or representative in an investigative, enforcement, claim, litigation, regulatory, legislative, permitting, or licensing issue made by or pending with the filer's agency.
- B. Any interest in real property that was involved in an enforcement, regulatory, legislative, permitting, or licensing decision made by or pending with the filer's agency or is located within 500 feet of such property.
- C. Any income from an individual, or an immediate family member of an individual, who was employed by or applied for any position within the filer's agency.
- D. Any investment in, business position with, or income from a source that represented or sought to represent an employee or group of employees in the filer's agency.
- E. Any investment in, business position with, or income from a source that did any of the following:
  - 1. Provides the type of services, goods, or equipment used by the filer's division;
  - 2. Provided or sought to provide services, goods, or equipment to the filer's division; or
  - 3. Was a party or sought to become a party to a written agreement with the filer's division.
- F. Any investment in, business position with, or income from a source that provided or sought to provide benefits, services, goods, or equipment to the filer's agency or its employees when the filer's division provided a review, recommendation, or referral.

**DEPARTMENT OF ANIMAL SERVICES  
REVISED CONFLICT OF INTEREST CODE  
SCHEDULE "B" - DISCLOSURE CATEGORIES**

**GENERAL PROVISION**

A designated employee is required to disclose that he or she is a director, officer, partner, trustee, employee or holds any position of management in a business entity if he or she would be required to disclose income from that entity. Income includes loans and gifts.

**CATEGORY 1**

- A. If there is currently, or during the past 12 months was under consideration, a plan to build, repair, redevelop and/or expand one or more departmental facilities, or to acquire real property upon which to build one or more new Department facilities within a Departmental division of the City for animal shelter responsibility (North Central, South Central, Harbor, West Los Angeles, West Valley, or East Valley) to which the particular employee is assigned:
1. Any interest in real property located within 500 feet of any such facility or proposed facility.
  2. Any investment in or income from any business entity located within 500 feet of any such facility or proposed facility.
- B. Any investment in, income from, or business positions with any person or business entity in the City which sells, or commercially breeds and/or boards animals, or provides veterinary care and/or treatment for animals.
- C. Any investment in, income from, or business positions with any business entity which is required to be under permit by the Department of Animal Services or subject to any provision in the Los Angeles Municipal Code Section 53.00 et seq., (i.e. alligator farm, animal act or exhibition, animal rental establishment, boarding stable, cat kennel, dog kennel, dog show, circus, horse market or mule market, livery stable, ostrich farm, pet shop, pony ride, riding academy, rodeo, zoo, or miscellaneous animal or reptile establishment) or which owns any wild animal(s) which are kept for commercial purposes and are required to be under permit by Los Angeles Municipal Code Section 53.38.
- D. Any investment and business positions in any business entity, and sources of income, which provides services, supplies, materials, machinery or equipment of the type utilized by the Department of Animal Services.

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**CATEGORY 1** (contd.)

- E. Any income from any private animal oriented organization within the State. (Animal oriented organization means any group primarily concerned with animal legislation or with the proper care, control, impounding and disposal of animals.)
- F. Any income from any person who during the past twelve months has obtained or applied for the licensing or operation of animal shelters, or was issued a permit by the Department for animal-related commercial establishments.
- G. Any investment in, income from, or business positions with any person or business entity which owns property within a "K" equine keeping zone or within 500 feet of such zone.
- H. Any interest in real property within a "K" equine keeping zone or within 500 feet of such zone.
- I. Any income from any individual who is or during the past twelve months was employed temporarily or permanently or applied for such employment by the Animal Services Department.

**CATEGORY 2**

- A. Any investment, income from, or business positions with any person or business entity which manufactures, sells, maintains, or distributes computer hardware and software or provides computer and/or data processing consulting services.
- B. Any income from any person who during the past twelve months has obtained or applied for the licensing or operation of animal shelters, or was issued a permit by the Department for animal-related commercial establishments.

**CATEGORY 3**

- A. Any investment in any business entity, or income from any business entity or individual, which provides any service in communications media.

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**CATEGORY 4**

- A. Any investment in, income from, or business positions with any person or business entity in the City which sells, or commercially breeds and/or boards animals, or provides veterinary care and/or treatment for animals.
- B. Any investment in, income from, or business positions with any business entity which sells those types of pharmaceuticals, hospital supplies or hospital equipment purchased by the Department. (A current list of such goods is on file with the General Manager.)
- C. Any income from any nonprofit animal oriented organization within the State. (Animal oriented organization means any group primarily concerned with animal legislation or with the proper care and control of animals.)

**CATEGORY 5**

- A. Any investment in, income from, or business positions with any person or business entity in the City which sells, commercially breeds and/or boards animals, or provides veterinary care and/or treatment for animals.
- B. Any investment in, income from, or business positions with any business entity which is required to be under permit by the Department of Animal Services or subject to any provision in Los Angeles Municipal Code § 53.00, et. seq., (i.e. alligator farm, animal act or exhibition, animal rental establishment, boarding stable, cat kennel, dog kennel, dog show, circus, horse market or mule market, livery stable, ostrich farm, pet shop, pony ride, riding academy, rodeo, zoo, or miscellaneous animal or reptile establishment) or which own any wild animal(s) which are kept for commercial purposes and are required to be under permit by Los Angeles Municipal Code Section 53.38.

**CATEGORY 6**

- A. Any investment in, income from, or business positions with any person or business entity in the City which sells, commercially breeds and/or boards animals, or provides veterinary care and/or treatment for animals.
- B. Any investment in, income from, or business positions with any business entity which sells those types of pharmaceuticals, hospital supplies or hospital equipment purchased by the Department.

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**CATEGORY 7**

Any investment in, income from, or business positions with the following:

1. Any person or business entity engaged in providing accounting or auditing services.
2. Any business entity which sells major types of goods or services purchased by the Department.

**CATEGORY 8**

- A. Any investment in, income from, or business positions with any person or business entity which manufactures, sells, maintains, or distributes computer systems, hardware and/or software application products or provides computer consulting services.
- B. Any investment in, income from, or business positions with any person or business entity which markets computer-based training services or management services.

**CATEGORY 9**

- A. Any income from any individual who is or during the past twelve months was employed temporarily or permanently or applied for such employment by the Animal Services Department.
- B. Any investment in any business entity, or income from any business entity, or individual, which may provide:
  1. Training services under contract or letter of agreement;
  2. Facilities or services for the conduct of conferences; management institutes, or seminars.
- C. Any investment in a business entity, or income from a business entity or individual providing testing services or background investigation services.
- D. Any investment in any business entity, or income from any business entity or individual, contracting to provide personal services to the City of Los Angeles.

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