County of Monterey
Valerie Ralph
CLERK OF THE BOARD
BOARD OF SUPERVISORS

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Tuesday, August 19, 2025

Connie Pineda

Dear Connie Pineda,

Congratulations! On Tuesday, August 19, 2025, the Board of Supervisors confirmed your reappointment to the Community Action Commission for a term ending on Saturday, July 1, 2028. We thank you for your interest in serving as a Board Member.

Oath of Office (Government Code 1360 – 1369)

Following any appointment or reappointment and before any local agency official enters on the duties of office shall take and subscribe the oath or affirmation.

The oath of office can be administered by the Clerk of the Board's office, or a Notary Public. A notary fee may be required. After the oath is taken and subscribed to or affirmed, make one copy for your records.

The original shall be mailed, or hand delivered to the Clerk of the Board's office immediately after it is taken. The official record can be requested with the Clerk of the Board's office and or retrieved by using this link County of Monterey - Calendar (legistar.com). **Please note you are not considered a voting member until you take and subscribe to the oath or affirmation, and it is on record with the Clerk of the Board's office.** Oaths are public records and disclosable.

Statement of Economic Interests (SEI) - Form 700

Board Members who make or participate in making governmental decisions are required to file a Statement of Economic Interests (SEI). **The Form 700 filing provides transparency and ensures accountability in governmental decisions.**

Initially, new appointees must file an Assuming Office statement no later than 30 days from the date of appointment via the SEI Form 700. Please check your email for Notification of Statement of Economic Interests (Form 700) Assuming Office Filing Requirement from NetFile. NetFile is the County provided electronic filing (e-file) system. Follow the instructions in the letter to e-file your Assuming Office Form 700 via www.netfile.com/filer. After your initial filing of assuming office it is required that you file annually a SEI Form 700 while in public office. E-filing is recommended and provides an electronic record for ease of access and accuracy with future filings. Filing electronically also provides for immediate filing of your SEI Form 700. Another benefit of electronic filing is receiving email notifications when to file your Annual SEI Form 700. If assistance is needed while e-filing NetFile provides help desk services at: filerhelp@netfile.com.

If you did not receive a notification email from NetFile please contact your support staff liaison/Clerk to set your account up in order to e-file.

In the event you must leave your standing as a Board Member you may also file your Leaving Office statement via NetFile.

If this is a reappointment and you electronically file you will receive email notifications from NetFile when your annual filing is due. The Clerk of the Board's office, in conjunction, with NetFile also provides yearly training for electronic filers. This training is cost free and provides training on how

to use the NetFile system to e-file your SEI Form 700. These trainings are usually held at the beginning of the year and an email notification will be sent. Please note this training is not mandatory, however, if you wish to attend we welcome your attendance.

Hard copy filings are not encouraged, however, if you choose this option the SEI Form 700 can be retrieved on the Fair Political Practices Commission (FPPC) website: Form 700 (ca.gov). You must file your hardcopy SEI Form 700 with your support staff liaison/Clerk and not with Clerk of the Board's office.

Mandated Ethics Training for Local Agency Officials (Assembly Bill 1234)

Cities, counties and special districts local agency officials are required **to take at least two hours** of ethics training on the ethical standards required of any individual who works in state or local government. Ethics training pursuant to AB 1234 must be completed no later than one year after the first day of service in public office. After the initial training, each official must complete an ethics training course once every two years while in public office.

The Fair Political Practices Commission (FPPC) offers an online **cost free** ethics course for local officials to satisfy the requirements of AB 1234. To create an account, login and take the self-study training course including periodic tests to assure retention of the information access the site here: Local Officials Ethics Training Course. Please note that the state official's ethics course **will not** satisfy the local officials ethics course requirements and vice versa.

At the end of the course a proof of participation certificate will be issued. Your certificate will reflect the time spent on reviewing the materials. If it reflects two hours or less time spent in reviewing the materials the requirements for this training have not been met.

Once your certificate reflects two hours of time spent on the materials please print and sign the certificate. Then make two copies and retain one copy for your records and provide the other copy to the support staff liaison/clerk. The original shall be mailed, or hand delivered to the Clerk of the Board's office. Certificates are public records and disclosable.

Mark your calendar two years from the date you took the course to ensure updating your knowledge on ethical standards is being completed if you are still in public service.

On behalf of the Board of Supervisors, thank you for your willingness to serve. Your participation is a vital component in our success, and the Board expresses their appreciation. If at any time during your term you find that you are unable to attend the scheduled meetings or complete the duration of the term, please contact your support staff liaison/clerk who shall remind you to file a Leaving Office statement via Form 700.

Sincerely,

Margarita Hernandez

Board of Supervisors Clerk

Enclosures: Oath of Office

CC: Staff Liaison/Clerk