



APPLICATION FOR
APPOINTMENT TO COUNTY OF LAKE
ADVISORY BOARD, COMMISSION OR COMMITTEE

Name of Applicant: Valerie J. Duncan

Home Address: 9800 Middle Creek Road City: Upper Lake ZIP: 95485

Mailing Address: P.O. Box 1055 City: Upper Lake ZIP: 95485

Occupation: Educator Email: queencheops@yahoo.com

Home Phone: 707-489-5098 Work Phone: 707-275-0223 Supervisorial District 3

Name of Board/Committee/Commission(s) you are interested in serving on:

Upper Lake Cemetery Board

Board/Committee/Commission category under which you are applying, if applicable:

Upper Lake Cemetery District

List past or present County appointments, as well as any other public service appointments, or elected positions held (please list dates served):

Upper Lake Cemetery District (2006 to present)

Upper Lake Water Board District (2012 to present)

Please briefly explain why you would like to serve, what special qualifications or expertise you may have for the position and any other information you would like to include as part of your application:

I have been an active Upper Lake board member since 2006 and would like to continue working with the cemetery and the community. Through the many years of my service I have seen growth and improvements in the cemetery and would like to continue these improvements.

List community organizations to which you belong:

Upper Lake Water District

Convictions and Penalties – Have you ever been convicted of a felony? If yes, give date(s), location(s) and penalties. (Convictions are evaluated for each position and are not necessarily disqualifying.)

no

List any affiliation you or your spouse has with public service agencies:

none

I certify that the above information is true and correct, and I have read the Lake County Advisory Board, Committee and Commission Conflict of Interest Policy. I agree to abide by that policy and to the best of my knowledge, I have no conflict of interest.

Valerie J. Duncan

Valerie J. Duncan (Nov 22, 2022 06:48 PST)

(Signature)

11/22/2022

(Date)

PLEASE RETURN COMPLETED FORM TO:

Clerk of the Board of Supervisors
255 N. Forbes St.
Lakeport, CA 95453
FAX (707) 263-2207

For Board Use Only:

APPOINTED YES___ NO___

APPOINTED ON: _____

TERM EXPIRES: _____

LAKE COUNTY
ADVISORY BOARD, COMMITTEE AND COMMISSION
CONFLICT OF INTEREST POLICY

POLICY

In addition to any Federal or State conflict of interest requirements which may apply, no member of any Advisory board, commission or committee shall make, participate in making or in any way attempt to use their position to influence a decision in which he or she knows or has reason to know that he or she or their spouse has a financial interest. In all such cases, the affected member shall disclose his or her interests in the records of the board, commission or committee and shall refrain from participating in all discussions and votes concerning the matter in which he/she or his/her spouse has a financial interest.

The purpose of this policy is not only to avoid actual improprieties, but also the appearance of possible improprieties. Therefore, it is the policy of the Board of Supervisors that any doubts as to whether a member shall refrain from participating in a particular matter should be resolved in favor of non-participation.

While recognizing that state law and regulations may specify categories of memberships on certain boards, commissions and committees, to the extent possible, no one shall be appointed to a board, commission or committee which recommends funding allocations to community based organizations, who is (or whose spouse is) a director, or officer of an agency or organization which competes in the funding process before that board, commission or committee.

The Clerk of the Board of Supervisors shall provide all applicants for County boards, commissions and committees with copies of this Conflict of Interest Policy. Additionally, the County's staff to each board, commission, and committee shall assist in monitoring compliance with the conflict of interest policy. Monitoring shall include annual review of appointee circumstances as they may change during each appointee's term of office.

All applicants shall state on their application for appointment what affiliation, if any, they or their spouse has with public service agencies. Additionally, all applicants shall certify prior to their participation as a voting representative of the Board of Supervisors that they have read this policy and can serve free of any conflict of interest. The certification will be made by an applicant/nominee by signing the application for their appointment. Further, should any conflict of interest arise during the appointee's term of office, the appointee shall so declare and abstain from participation on the proceeding and business as it relates to the area of conflict.

For those boards, commissions and committees which recommend funding allocations to the Board of Supervisors, no member shall participate in any discussions or decisions related to an agency of which the member or the member's spouse is a director or officer. Additionally, unless state law or regulation require otherwise, any such member shall also refrain from participation in discussions or decisions related to proposals which are in direct competition with a proposal submitted by the agency of which the member or member's spouse is a director or officer.

APPOINTMENT OF COUNTY EMPLOYEES TO ADVISORY BOARDS
(Policies & Procedures Manual, Section 1-7)

In order to further community involvement in County government and to further the independence of advisory boards, it shall be the policy of the Board of Supervisors to discourage appointment of County employees to those advisory boards which are intended to consist of independent citizens and/or community members.
(Adopted on 10/14/86 and amended on 4/12/94)


Advisory Board Application


Final Audit Report


2022-11-22


Created:	2022-11-22
By:	Johanna DeLong (Johanna.DeLong@lakecountycalifornia.gov)
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"Advisory Board Application" History


 Web Form created by Johanna DeLong (Johanna.DeLong@lakecountycalifornia.gov)
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 Web Form filled in by Valerie J. Duncan (queencheops@yahoo.com)
2022-11-22 - 2:48:43 PM GMT- IP address: 173.28.43.188

 Email verification link emailed to Valerie J. Duncan (queencheops@yahoo.com)
2022-11-22 - 2:48:45 PM GMT

 Email viewed by Valerie J. Duncan (queencheops@yahoo.com)
2022-11-22 - 2:49:24 PM GMT- IP address: 69.147.95.11

 E-signature verified by Valerie J. Duncan (queencheops@yahoo.com)
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 Agreement completed.
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