

Policy Name: CONFLICT OF INTEREST POLICY

Adoption Date: 1/12/17

Revision Date: 1/12/17

Review Date: 6/1/20

Purpose: To state the conflict of interest policy for board members and staff

Policy:

The Ethics in Government Act requires certain action when a conflict of interest exists. A conflict of interest is generally defined as any “official action or any decision or recommendation by a person acting in a capacity as a public official, the effect of which would be to the private pecuniary benefit of the person or a member of the person’s household, or a business with which the person or a member of the person’s household is associated.” In addition to pecuniary matters, the Board considers conflicts of interest to potentially include any personal or professional position, relationship, knowledge, experience, or bias that would unfairly influence a board member’s reasoning or decision on a matter before the Board.

When a potential conflict of interest may exist, the Board member must disclose the potential conflict to the Board Chair. The Board Chair shall consider the disclosed conflict and, if necessary, consult with the Board’s executive director, legal counsel, or both. If the Board Chair determines an actual, or reasonably perceived, conflict exists, the disclosing Board member must recuse him or herself from further participation in the relevant discussion, and shall leave the dais until the conclusion of the discussion and decision. The Board will document such a disclosure in: 1) the Board minutes; and 2) the Board order, if applicable.