STANDARDS OF CONDUCT FORM

(Consistent with BOCC Policy 01.30.00.00, as pertaining to BOCC appointments, this form is required for all current members of and citizens seeking appointment, reappointment, or confirmation of nomination to any board, council, committee, or authority, including all county staff, agency/governing body representatives, and citizens appointed by individual commissioners)

RECOGNIZING THAT PERSONS HOLDING A POSITION OF PUBLIC TRUST ARE UNDER CONSTANT OBSERVATION, AND RECOGNIZING THAT MAINTAINING THE INTEGRITY AND DIGNITY OF THE PUBLIC OFFICE IS ESSENTIAL FOR MAINTAINING HIGH LEVELS OF PUBLIC CONFIDENCE IN OUR INSTITUTIONS OF GOVERNMENT AND IN THE IMPARTIALITY OF ALL AUTHORITIES, BOARDS, COMMITTEES, AND COUNCILS, EVERY CURRENT MEMBER OF AND ALL CITIZENS SEEKING APPOINTMENT, REAPPOINTMENT, ORCONFIRMATION OF NOMINATION TO ANY BOARD, COUNCIL, COMMITTEE, OR AUTHORITY, INCLUDING ALL COUNTY STAFF, AGENCY/GOVERNING BODY REPRESENTATIVES, AND CITIZENS APPOINTED BY INDIVIDUAL COMMISSIONERS, PLEDGE TO ADHERE TO THE FOLLOWING STANDARDS OF CONDUCT.

THE FLORIDA CODE OF ETHICS SHALL DETERMINE ANY QUESTION RELATING TO VIOLATIONS OF CHAPTER 112, PART III, FLORIDA STATUTES.

1. Regularly attend all scheduled meetings of the respective authority, board, committee, or council, as well as special or called meetings relevant to the position.

2. Prepare for each meeting.

3. Create a positive environment in meetings of the respective authority, board, committee, or council.

4. Maintain an attitude of courtesy and consideration toward other Members, citizens and staff during all discussions and deliberations.

5. Allow other Members, citizens, and staff sufficient opportunity to present their views, within the prescribed rules or bylaws of the respective authority, board, committee, or council.

6. Avoid the use of abusive, threatening or intimidating language or gestures directed at other Members, citizens or staff.

7. Avoid comments, body language or distracting activity that conveys a message of disrespect and lack of interest.

8. Not engage in harassing behavior or unwelcome conduct of a sexual nature towards other Members, employees, clients or citizens.

9. Members shall uphold the prestige of their office and avoid impropriety and the appearance of impropriety.

10. Members shall not convey the impression that they are in a position to influence the outcome of a decision of the respective authority, board, committee, or council and shall not attempt to use their office to influence or sway recommendations.

11. Members shall discharge their duties and responsibilities without favor or prejudice toward any person or group. Members shall not allow personal or business relationships to impact upon their conduct or decisions in connection with their appointed position and shall not lend their influence towards the advancement of personal interests or towards the advancement of the interests of friends or business associates. This provision is not intended to prevent any Member from joining or having an affiliation with any business, professional, or special interest organization.

12. To the extent Florida's Government in the Sunshine Law, Chapter 286, Florida Statutes, is applicable to an authority, board, committee, or council, Members of that authority, board, committee, or council shall avoid creating the appearance of impropriety by refraining from engaging in discussions with any other Member of the same authority, board, committee, or council about matters which would foreseeably come before the respective authority, board, committee, or council for discussion. In addition, if a Member of an authority, board, committee, or council that is subject to the Sunshine law receives a written, telephonic or electronic communication about an item to be discussed before the respective authority, board, committee, or council, the Member will promptly forward the information to the county/staff liaison or other appropriate person so that it may be shared with all other Members at a public meeting.

13. Members shall not accept or solicit a gift, loan, payment, favor, service, promise of employment or business contract, meal, transportation or anything else of value, if such thing is given with the understanding or possibility that it will influence the official action of the Member. The same standard shall apply to a gift, loan, favor, etc. for the spouse, child or relative or business partner of the Member. Chapter 112, Florida Statutes, shall govern all determinations of violations under this paragraph.

14. During meetings or other activities of the authority, board, committee, or council, Members shall not engage in any form of politicking, electioneering, or other campaign related actions, including, but not limited to soliciting funds from any other Member, citizen or staff in support of any organization or person's campaign for election to local or state public office; seeking signatures from other Members, citizens, or staff to any petition provided for by election law; distributing to other Members, citizens, or staff literature favoring, opposing, comparing, or providing information about a candidate, group of candidates, or other political positions or advocacy; or otherwise discussing with other Members, citizens or staff one's personal political views or affiliations in a manner that is unrelated to the matters before the authority, Board, committee, or council and clearly in furtherance of a political campaign.

15. Members should refrain from participating in any proceeding in which their impartiality may reasonably be questioned. A Member who's personal, employment or business relationship with a person or entity that is subject to a recommendation of the respective authority, board, committee, or council shall seek advice and counsel, if such relationship could conceivably influence the Member's impartiality during discussions. The provisions of Chapter 112, Florida Statutes shall govern conflict of interest determinations.

16. Members shall remain vigilant against deviations from respective BOCC policies, (which may be applicable to the business of the authority, board, committee, or council of which he or she is a member), by-laws, policies, and any mission statements of the respective authority, board, committee, or council.

17. Members shall respect all local, state and federal laws, rules and other regulations.

18. Violations of the Standards of Conduct shall be addressed in accordance with Board Policy.

The commitment of all current members of and citizens seeking appointment, reappointment, or confirmation of nomination to any board, council, committee, or authority, including all county staff, agency/governing body representatives, and citizens appointed by individual commissioners, in meeting these Standards of Conduct, is affirmed by the following signature:

Printed Name of Member	Signature of Member
Name of Authority, Board, Committee or Council	Date