

POLICY STATEMENT # 2-3-09
Mental Health and Recovery Board of Wayne and Holmes Counties

Subject: Ethics policy

Effective Date:

Supersedes: none

Approval Signature:

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Purpose

It is policy of the Mental Health & Recovery Board, to carry out its mission in accordance with the strictest ethical guidelines and to ensure that Board members and employees conduct themselves in a manner that fosters public confidence in the integrity of the Board, its processes, and its accomplishments.

General Standards of Ethical Conduct

Mental Health & Recovery Board officials and employees must, at all times, abide by protections to the public embodied in Ohio's ethics laws, as found in Chapters 102. and 2921. of the Ohio Revised Code, and as interpreted by the Ohio Ethics Commission and Ohio courts. Members and employees must conduct themselves, at all times, in a manner that avoids favoritism, bias, and the appearance of impropriety.

A general summary of the restraints upon the conduct of all members and employees includes, but is not limited to, those listed below. No member or employee shall:

- Solicit or accept anything of value from anyone doing business with the Mental Health and Recovery Board;
- Solicit or accept employment from anyone doing business with the Mental Health and Recovery Board, unless the official or employee completely withdraws from Mental Health and Recovery Board activity regarding the party offering employment, and the Board approves the withdrawal;
- Use his or her public position to obtain benefits for the official or employee, a family member, or anyone with whom the official or employee has a business or employment relationship;
- Be paid or accept any form of compensation for personal services rendered on a matter before, or sells goods or services to, the Mental Health and Recovery Board;
- Be paid or accept any form of compensation for personal services rendered on a matter before, or sell (except by competitive bid) goods or services to, any state agency other than the Mental Health and Recovery Board, unless the member or employee first discloses the services or sales and withdraws from matters before the Mental Health and Recovery Board that directly affect officials and employees of the other state agency, as directed in R.C. 102.04;

Hold or benefit from a contract with, authorized by, or approved by, the Mental Health and Recovery Board, (the Ethics Law does except some limited stockholdings, and some contracts

- objectively shown as the lowest cost services, where all criteria under R.C. 2921.42 are met);
- Vote, authorize, recommend, or in any other way use his or her position to secure approval of a Mental Health and Recovery Board contract (including employment or personal services) in which the official or employee, a family member, or anyone with whom the official or employee has a business or employment relationship, has an interest;
- Solicit or accept honoraria (see R.C. 102.01(H) and 102.03(H)) ;
- During public service, and for one year after leaving public service, represent any person, in any fashion, before any public agency, with respect to a matter in which the official or employee personally participated while serving with the Mental Health and Recovery Board;
- Use or disclose confidential information protected by law, unless appropriately authorized; or
- Use, or authorize the use of, his or her title, the name "Mental Health and Recovery Board," or "[the BOARD's acronym MHRB]," or the Mental Health and Recovery Board's logo in a manner that suggests impropriety, favoritism, or bias by the Mental Health and Recovery Board or the official or employee;

For purposes of this policy:

- "Anything of value" includes anything of monetary value, including, but not limited to, money, gifts, food or beverages, social event tickets and expenses, travel expenses, golf outings, consulting fees, compensation, or employment. "Value" means worth greater than nominal.
- "Anyone doing business with the Mental Health and Recovery Board" includes, but is not limited to, any person, corporation, or other party that is doing or seeking to do business with, regulated by, or has interests before Mental Health and Recovery Board.

A copy of these laws is provided by the Mental Health & Recovery Board, and receipt acknowledged, as required in R.C. 102.09(D) by Board members and Staff as part of their orientation or within fifteen days of their appointment to or employment by the Board. A copy of the receipt will be kept on file with the Board members application, or in a staff members personnel file. (See attached receipt). This requirement does not apply at the time of reappointment.

Periodic trainings, as necessary, will be held with Board members and staff to review the contents of the state ethics requirements.

Penalties

Failure of any Mental Health & Recovery Board official or employee to abide by this Ethics policy, or to comply with the Ethics Law and related statutes, will result in discipline, which may include dismissal, as well as any potential civil or criminal sanctions under the law.

Mental Health & Recovery Board Ethics Laws and Policy Receipt

I, _____, acknowledge receipt of State Ethics Laws and Related standards of conduct laws, Chapters 102. and 2921. of the Ohio Revised Code, and the Ethics' Policy of the Mental Health & Recovery Board of Wayne and Holmes Counties.

Signature

Date