

SPOKANE COUNTY FIRE DISTRICT 8

Policy

**P10.04.04
Ethics Policy**



Adopted: 06/09/2015

Board Chair: _____

Commissioner: _____

Commissioner: _____

Policy: Ethics

All members of Spokane County Fire District 8 shall abide by the ethics laws, rules and regulations as outlined in this policy.

1. Purpose. The District and its Board of Commissioners find that the proper operation of a fire district, as a taxpayer-supported public entity, requires that elected officials, public officers, and public employees be ethical, independent, impartial and responsible to the people, as fiduciaries.
2. Policy. The policy of the District is that this Ethics Policy shall be strictly adhered to, and that it shall be interpreted liberally so as to accomplish its purpose. The goal of the District is to establish and maintain the highest ethical standards for its members. The expectations of the Board and the District shall be that the prohibitions contained in paragraph 4. will always be honored and that the recommendations contained in paragraph 5. will be aspired to, and achieved whenever feasible.
3. Definitions. The following terms or words shall have the following meanings, throughout this ethics policy:
 - a) Member: A commissioner, employee or volunteer of Spokane County Fire Protection District No. 8.
4. Prohibited Conduct - A Member Shall Not:
 - a) Have an interest, financial or otherwise, direct or indirect, or engage in a business or transaction or professional activity, or incur an obligation of any nature that is in conflict with the proper discharge of the member's duties.
 - b) Be beneficially interested, directly or indirectly, in a contract, sale, lease, purchase, or grant that may be made by, through, or under the supervision of the member, in whole or in part, and shall not accept, directly or indirectly, any compensation, gratuity, or reward from any other person beneficially interested in any such contract, sale, lease, purchase, or grant, except as set forth below.
 - c) Use his or her position to secure special privileges or exemptions for himself, herself, or others.

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Board Chair: CA

Commissioner: R

Commissioner: [Signature]

- d) Receive or agree to receive any compensation, gift, reward, or gratuity from a source other than the Fire District, for a matter connected with or related to the member's services unless provided for by law.
- e) Receive, accept, take, seek, or solicit, directly or indirectly, anything of economic value as a gift, gratuity, or favor from a person if it could be reasonably expected that the gift, gratuity, or favor would influence the vote, action, or judgment of a member, or be considered as part of a reward for action or inaction.
- f) Accept employment or engage in business or professional activity that the member might reasonably expect would require or induce him or her by reason of his or her official position to disclose confidential information acquired by reason of his or her official position.
- g) Neither disclose confidential information gained by reason of the member's position, nor may the member otherwise use such information for his or her personal gain or benefit.
- h) Except in the course of official duties or incident to official duties, assist any person, directly or indirectly, in a transaction involving the District, where such member's assistance is, or to a reasonable person would appear to be, enhanced or affected by the member's position.
- i) Employ or use any District employee or other person, District funds or money, or District property under the member's official control or direction, or in his or her official custody, for the private benefit or gain of the member or another person, except as allowed by law. This section does not prohibit use of public resources to benefit citizens or others when such is part of District functions or official duties, or otherwise allowed by law.
- j) Use the facilities, personnel or resources of the District to assist or oppose a campaign for election or for the promotion or opposition to a ballot proposition, except pursuant to one of the recognized exceptions to RCW 42.17.130.
- k) Commissioners shall not participate, by voting or otherwise, in any issue that comes before the Board of Commissioners, when the commissioner has any direct or indirect personal or financial stake in the outcome of the matter.
- l) Commissioners shall not campaign for, or accept appointment or election to, any public office that would be incompatible with the office of fire commissioner, if concurrently serving as a fire commissioner.

5. Recommended Conduct - At all times a member should:

- a) Respect and comply with the law.

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- b) Act at all times in a manner that promotes public confidence in the fire district.
- c) Participate in establishing, maintaining, and enforcing high standards of conduct and personally observe those standards.
- d) Exhibit unquestionable integrity and have an uprightness of character and soundness of moral principle.
- e) Show respect for others through temperance, fairness and civility in the execution of their duties and conduct of their personal life.
- f) Have the courage to do what is right and stand up for those without power or authority.
- g) Have compassion that is inherent to understanding another's problems while controlling and understanding personal feelings.
- h) Lead by example.
- i) Never forget that public office requires public trust and confidence.

6. Exceptions.

- a) A member is allowed by state statute to be financially involved in a contract with the Fire District, so long as payment to the member or his/her business does not exceed \$1,500.00 in any calendar month, provided that if the member is a commissioner, the commissioner shall not vote on any such contract in which he/she is beneficially interested. Moreover, such interest shall be disclosed to the governing body and noted in the minutes before formation of the contract.
- b) A member may accept a gift in the form of food or beverage on infrequent occasions in the ordinary course of performance of duties, but no such gift shall exceed a value of fifty dollars (\$50.00).
- c) A member is not deemed to have an interest in a contract, as those terms are used herein, if the member has only a remote interest in the contract, so long as disclosure is made. A remote interest means, for example, the interest of a non-salaried officer of a nonprofit corporation, the interest of a mere employee of a contracting party, where the compensation of that employee consists entirely of fixed wages or salary, the interest of only a landlord or tenant of the contracting party, or the interest of a less than 1% shareholder of a contracting corporation or cooperative; provided that this exception does not apply to a commissioner who attempts to influence, or does influence other district officers with respect to entering into the contract.

