



# ETHICS PROGRAM



CITY OF  
BAINBRIDGE  
ISLAND

# AGENDA

- ▶ Background & Organization
- ▶ Ethics Principles
- ▶ The Four C's
  - Compensation and Gifts
  - Confidentiality
  - Conflict of Interest
  - Conduct of Public Meetings
- ▶ Points of Contact

# BACKGROUND & ORGANIZATION

- ▶ COBI City Council developed the Ethics Program in 2007
- ▶ Chartered a Five-member Ethics Board, comprised of community volunteers
- ▶ Ethics Board Duties and Responsibilities
  - Provide annual ethics education for City elected officials and all City Commissions and Committees
  - Provide opinions following an ethics complaint
- ▶ COBI Code of Ethics applies to all City elected officials and members of all City Commissions and Committees

# Ethics Principles

The City of Bainbridge Island follows the highest standards of public service, with the expectation those associated with the City government will promote the public good and preserve the public's trust.

## ► Obligations to the Public

All those associated with the government of the City of Bainbridge Island will act to promote the public good and preserve the public's trust.

## ► Obligations to Others

To sustain a culture of ethical integrity, all those associated with the government of the City of Bainbridge Island will treat each other and the public with respect and be guided by applicable codes of ethics, labor agreements, and professional codes. They shall conduct themselves in a manner that demonstrates civility and respect for others.

## ► Obligations Regarding the Use of Public Resources

All those associated with the government of the City of Bainbridge Island will use and allocate public monies, property, and other resources in a responsible manner that takes into consideration both present and future needs of the community.

# THE FOUR C'S – *COMPENSATION & GIFTS*

- ▶ Subject to limited exceptions, elected officials, members of City Commissions or Committees, and their immediate families are not permitted to accept any gift, directly or indirectly, for a matter related to his or her duties with the City of Bainbridge Island.

# THE FOUR C'S – *CONFIDENTIALITY*

- ▶ Except as required by law, current and former elected officials and current and former members of City Commissions or Committees are not permitted to disclose or use privileged, confidential, or proprietary information obtained in executive sessions or otherwise in the course of their duties as a result of their position.

# THE FOUR C'S – *CONFLICT OF INTEREST*

- ▶ Subject to certain exceptions, elected officials and members of City Commissions or Committees cannot directly, or indirectly through a subordinate or fellow officer, official, or employee, take direct official action on a matter on behalf of the City if he or she or a member of his/her immediate family:
  - ▶ Has a substantial contractual employment interest related to the matter;
  - ▶ Has other financial or private interest in the matter; or
  - ▶ Is a party to a contract or the owner of an interest in real or personal property that would be significantly affected by the action.



# THE FOUR C'S – *CONDUCT OF PUBLIC MEETINGS*

- ▶ Since all elected officials and members of City Committees and Commissions are required to be educated specifically about the Open Public Meetings Act, the education provided by the Ethics Board focuses on everyday conduct for all, in meetings or not.
- ▶ Conversations involving elected officials or City Committees or Commissions should be held in a manner that maximizes transparency, integrity, and respect.
- ▶ All meetings of the City Council and its Commissions and Committees should have a standing agenda item for disclosure of possible conflicts of interest.

# POINTS OF CONTACT

- ▶ For more information on the COBI Ethics Program visit our website at:

<http://www.bainbridgewa.gov/231/Ethics-Board>