Olivehurst Public Utility District

Agenda Item Staff Report

Meeting Date: June 18, 2020

Item description/summary: Fire Chief Code of Conduct

The Fire Chief Code of Conduct has not been updated since 2009. As the Board is considering filling the vacant Fire Chief position, it is a good opportunity to review and update the Code of Conduct.

Fiscal Analysis:

None

Sample Motion/Staff Recommendation:

Consider approving the revised Fire Chief Code of Conduct – D/A

Prepared by:

Cindy Van Meter/Office Manager-Human Resource Coordinator
OPUD Fire Chief's Code of Conduct

Adopted April 16, 2009

❖ Recognize that we serve in a position of public trust that imposes responsibility to use publicly owned resources effectively and judiciously.

❖ Not use a public position to obtain advantages or favors for friends, family, personal business ventures or ourselves.

❖ Use information gained from our positions only for the benefit of those we are entrusted to serve.

❖ Conduct our personal affairs in such a manner that we cannot be improperly influenced in the performance of our duties.

❖ Avoid situations whereby our decisions or influence may have an impact on personal financial interests.

❖ Seek no favor and accept no form of personal reward for influence or official action.

❖ Engage in no outside employment or professional activities that may impair or appear to impair our primary responsibilities as fire officials;

   ← The prohibition on professional activities specifically includes participation in the Olivehurst Fireman’s Association.

❖ Comply with local laws and campaign rules when supporting political candidates and engaging in political activities.

❖ Handle all personnel matters on the basis of merit.

❖ Carry out policies established by elected officials and policy makers to the best of our ability.

❖ Refrain from financial investments or business that conflicts with or is enhanced by our official position.

❖ Refrain from endorsing commercial products through quotations, use of photographs or testimonials, for personal gain.

❖ Develop job descriptions and guidelines at the local level to produce behaviors in accordance with the code of ethics.

❖ Conduct training at the local level to inform and educate local personnel about ethical conduct and policies and procedures.

❖ Have systems in place at the local level to resolve ethical issues.

❖ Deliver accurate and timely information to the public and to elected policymakers to use when deciding critical issues.

PASSED AND ADOPTED this 16th 18th day of April 2009June 2020.

____________________________________
OPUD President, Board of Directors

ATTEST:

____________________________________
District Clerk & ex-officio Secretary