

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~~ June 18, 2020

- ❖ 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-2009~~ June 2020.

OPUD President, Board of Directors

ATTEST:

District Clerk & ex-officio Secretary