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North Sound Mental Health Administration

Section 3000 – Fiscal: Conflict of Interest

Authorizing Source: NSMHA
Cancels:
See Also:
Responsible Staff: Fiscal Officer
Executive Director Signature:

Approved by: Board of Directors
Motion #: 15-54
Date:

Date: 7/9/2015

POLICY #3010.00

SUBJECT: CONFLICT OF INTEREST

POLICY

The North Sound Mental Health Administration (NSMHA) shall ensure its officers', employees and any agent shall not have a fiduciary interest in any procurement process, appointments to Advisory Boards or other matters that may have the "appearance of conflict".

PROCEDURE

NSMHA shall conduct its business in accordance with adopted Policies and Procedures.

NSMHA shall comply with all applicable Local, State and Federal laws, rules and/or regulations governing the operations of an entity such as the NSMHA created by Interlocal via RCW 39.34.

NSMHA shall not formerly appoint a person who is an employee, manager or other decision maker of a subcontracted agency who have the authority to make policy or fiscal decision on behalf of the subcontractor to NSMHA's Advisory Board. Current members of the Advisory Board who find themselves contracting with the Network shall immediately resign from the Advisory Board.

NSMHA employees are precluded from sitting on any Board that contract with NSMHA.

NSMHA employees shall not receive any gift, gratuity, or special favor from a contractor in the performance of their duties on behalf of NSMHA with a contractor in excess of the requirements of RCW 42.52.150. Any attempt to provide a NSMHA employee with a gift or gratuity must be immediately reported to the Executive Director. The Executive Director must report said incidents to the Chairperson of the Board of Directors.

NSMHA employees who have or may have an interest either directly or indirectly with any contractor or potential contractor must state this interest and not participate in any meeting related to procurement or contract compliance.

ATTACHMENTS

None