

Members of King County Boards, Commissions, Committees, and Other Multimember Bodies

CITIZENS PROVIDE A VALUABLE PUBLIC SERVICE

Over 500 volunteer citizens serve on more than 55 different boards and commissions throughout King County government. As part of your commitment, you provide crucial advice and guidance, and help to ensure that citizens are represented in countless government decisions from strategic communications planning to community health care.

Through your involvement and thoughtful contributions, elected officials and employees are better able to carry out their work on behalf of the citizens of King County.

DISCLOSURE REQUIREMENTS AND PUBLIC CONFIDENCE

King County believes there must be public confidence in all of its actions and transactions. For this reason, some board and commission members are required by law to file statements that disclose potential conflicts of interest. The goal is to heighten awareness of potential conflicts and to prevent violations that might occur between a member's personal and financial interests and the matters brought before them in their capacity as a board or commission member. The form is easy to complete and contains no request for detailed financial information.

If you are appointed by the executive or county council, and your board or commission is established by county council action, then you are required to file a statement of financial and other interests. This means that you are required to file this statement with the Board of Ethics within two weeks of nomination, and each year thereafter by April 15th. If you are unsure whether or not you must file this statement, please ask your staff liaison or contact the office of the Board of Ethics.

Questions? Call the Ethics Help Line at
206-296-1586

*King County appreciates
your volunteer service and thanks you
for helping us maintain high ethical standards!*

This information is a summary of the King County Code of Ethics and is not a substitute for reading the full code available on the ethics Web site.



King County

Department of Executive Services **Board of Ethics**

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ALTERNATIVE FORMATS AVAILABLE

King County is an Equal Opportunity/Affirmative Action Employer and complies with the Americans with disabilities Act.



CODE OF ETHICS

*Helping Employees
Make Ethical
Decisions*

*Members of King County Boards,
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Other Multimember Bodies*

Department of Executive Services **Board of Ethics**



POTENTIAL CONFLICT OF INTEREST

County board and commission members may not participate in any county business when they have a personal or financial interest in the matter. These interests could conflict with the proper discharge of their official duties or could impair their independent judgment on a county matter. Even if the board or commission is only advisory in nature, potential member conflicts could make a difference in county decision-making since the advice is given significant weight by county officials and employees. Members are required to disclose these interests to the county, to disclose to other board or commission members, and to recuse themselves from working on these matters.

A board member takes part in recommendations regarding a county contract. Later, she bids as a subcontractor for that same contract. She may participate in the recommendations as a board member, or may bid on the contract, but she may not do both – to do so would be a conflict of interest prohibited by the ethics code.

A commission advises the county council on land use issues, and recommends a zoning change. One commissioner has a parcel of land for sale and that sale depends upon the outcome of the zoning change. The commissioner must disclose his potential conflict in advance, publicly disclose his conflict during a commission meeting, and abstain from participation in any discussion or voting on the issue.

USE OF COUNTY RESOURCES

The county is committed to wise use of taxpayer dollars. County property, including vehicles, conference rooms, and computers, may only be used for official county business. County funds may not be used for meeting refreshments, entertainment, or travel reimbursement, unless authorized pursuant to law.

AFTER LEAVING COUNTY SERVICE

For one year after leaving county service, former board or commission members may not appear before that board or commission, or receive compensation for any services for themselves or others, related to any county action in which they participated during their county service. This also applies to any partner, association, or corporation in which the former member has a financial or beneficial interest.

During a board meeting, members review and develop a recommendation on county communications systems. One of the members is a salesperson for a communications company. For one year, that member may not appear before that board, or receive compensation for any services, related to that matter. This also applies to any business – whether or not operated for profit – in which that member has a financial or beneficial interest.

ADVISORY OPINIONS AVAILABLE

Please visit our Web site to find out more about the King County Board of Ethics and the services it provides. You'll find all advisory opinions issued by the board at www.kingcounty.gov/ethics.

BOARD OF ETHICS MISSION

To ensure the highest standards of public service by developing, disseminating and promoting readily understandable ethics requirements for King County employees and agencies.