

Ethics Council
Delaware County Board of Developmental Disabilities

Board Resolution #	Effective Date	Board Review Date
17-02-19	February 17, 2017	February 16, 2017

Purpose:

To establish guidelines of the Delaware County Board of Developmental Disabilities (“Board”) to perform the duties of an Ethics Council (“council”) as outlined in the Ohio Revised Code.

Policy:

- A. Annually at the organizational meeting of the Board, the chairperson will appoint three (3) members of the Board to an ethics council to review all direct services contracts. The Board's chairperson may be one of those appointed. The Superintendent of the Board shall be a nonvoting member of the council. The chairperson shall not appoint a person to the council if the person, or any member of the person's immediate family, will have any interest in any direct services contract under review by the council while the person serves on the council or during the twelve-month period after completing service on the council. If a council member or a member of the council members' immediate family has or will have such an interest, the chairperson will replace the member by appointing another board member to the council.
- B. The council will meet on an as needed basis, before a scheduled Board meeting. Minutes of the actions of the council will be kept. The minutes will be part of the public record of the Board.
- C. Any action taken by the council on direct services contracts under its review will be in public. The council will afford an affected party the opportunity to meet with the council on matters related to a direct services contract or any action taken by the council.
- D. The council will review all direct services contracts, and approve or disapprove each contract in accordance with the stated policy.
- E. The council will consult with the prosecuting attorney regarding changes to or recommendations on ethical standards, contract audit procedures, and grievance procedures with respect to the award and reconciliation of direct services contracts.
- F. The Superintendent, or an employee of the Board designated by the Superintendent will certify to the council a copy of each proposed direct services contract or contract renewal at a reasonable time before the contract would take effect if entered into or renewed, if, at the time before the contract or renewal is proposed, resources approved by the Board for such purposes are available.

- G. The council will promptly review each direct services contract certified to it and recommend that the Board enter, not enter, or enter with specified revisions into the contract. The Superintendent or designee shall provide all the information the council needs to make its determination.
- H. The council shall certify to the Board its recommendation with regard to each contract.
- I. The Board, by resolution, shall enter into each direct services contract that the council recommends or recommends with specified revisions. The Board will not enter into any contract that is not recommended by the council or enter into any contract to which revisions are suggested if the contract does not include the specified revisions.
- J. The prosecuting attorney, at the request of the Board, shall prepare a legal review of any direct services contract that has been recommended, or recommended with revisions, by the council. The Board will enter into only those contracts submitted for review that are determined by the prosecuting attorney to be in compliance with state law.
- L. The Superintendent of the Board will notify the employee and individual, agency, or other entity that seeks the employee's services of the ethics council's determination under section 5126.032 of the Revised Code regarding the contract. The council's determination shall be binding on all parties.
- M. An employee who is the subject of a Direct Services Contract shall inform the Superintendent of the Board of any employment the employee has outside the Board that is with any individual, agency, or other entity that has a contract with the Board.