

Denton County Behavioral Health Leadership Team

Code of Ethics Policy

Volunteers, Staff, and Representatives

The Denton County Behavioral Health Leadership Team (DCBHLT) volunteers, staff and representatives are committed to ensuring the highest ethical standards within the organization and the community. The success of DCBHLT and the reputation it maintains depend upon the ethical conduct of everyone affiliated with the organization. Volunteers, staff and representatives set an example for each other and for all community organizations by their pursuit of excellence in high standards of performance, professionalism and ethical conduct.

While no one document can cover all of the challenges that may arise, the Code of Ethics (Code) communicates key guidelines and will assist volunteers, staff and representatives in making good decisions that are ethical and in accordance with applicable legal requirements.

I. Personal and Professional Integrity

A personal commitment to integrity in all circumstances benefits each individual as well as the organization. We therefore:

- A. Strive to meet the highest standards of performance, quality, service and achievement in working towards the DCBHLT mission.
- B. Communicate honestly and openly and avoid misrepresentation.
- C. Promote a working environment where honesty, open communication and minority opinions are valued.
- D. Exhibit respect and fairness toward all those with whom we come into contact.

II. Accountability

The DCBHLT is responsible to its stakeholders, which include appointing organizations, donors and others who have placed faith in our collaborative. To uphold this trust, we:

- A. Promote good stewardship of all DCBHLT resources, including time, talent and treasure. This includes contributions, fees, grants and pass-through money as well as physical resources and the gift of time that is given to DCBHLT.
- B. Refrain from using organizational resources for non DCBHLT purposes.

III. Solicitations and Voluntary Giving

The most responsive contributors are those who have the opportunity to become informed and involved. We therefore:

- A. Promote voluntary giving with donors and vendors.
- B. Refrain from any use of coercion in fundraising activities.

IV. Conflicts of Interest

Any appointee who benefits financially, directly or indirectly as a result of an action/vote must abstain from the action/vote. A “benefit” shall include the possibility, or appearance, of personal financial gain to the appointee. A benefit occurs when the member or a person in the member’s immediate family, and/or a partner or other business associate, and or their employer stand to gain financially from the action/vote.

In order to avoid any conflict of interest or the appearance of a conflict of interest, which could tarnish the reputation of DCBHLT and its affiliates, or undermine the public trust in the organization, volunteers and other representatives will:

- A. Refrain from activities that might be construed as a direct conflict of interest to the DCBHLT.
- B. Refrain from attempting to influence the selection of staff, consultants or vendors who are relatives or personal friends or affiliated with, employ, or employed by a person with whom they have a relationship that adversely affects the appearance of impartiality.
- C. DCBHLT Members should not knowingly take any action, or make any statement, intended to influence the conduct of DCBHLT in such a way to confer any financial benefit on themselves, their immediate family members or any organization in which they or their immediate family members have a significant interest as stakeholders, directors or officers.
- D. Disclose all known conflicts or potential conflicts of interest in any matter before the DCBHLT.
- E. Members of the DCBHLT shall annually file a disclosure of all known and potential conflict of interest. This will remain on file for three years.

V. Confidentiality and Privacy

Confidentiality is a hallmark of professionalism. We therefore:

- A. Ensure that all information, which is confidential, privileged or nonpublic, is not disclosed inappropriately. Abide by all rules and regulations as it relates to protected personal identifying information.
- B. Respect the privacy rights of all individuals in the performance of their DCBHLT duties.

VI. Political Contributions

The DCBHLT encourages individual participation in civic affairs, however DCBHLT may not make contributions to any candidate for public office or political committee and may not intervene in any political campaign on behalf of or in opposition to any candidate for public office.

VII. Guidance and Disclosure

Volunteers, staff and representatives are encouraged to seek guidance concerning the interpretation or application of this Code of Ethics. Any known or possible breaches of the Code of Ethics should be disclosed to the DCBHLT Chair.

DCBHLT CODE OF ETHICS POLICY
SIGNATURE PAGE

United Way
of Denton County, Inc.
UnitedWayDenton.org



Disclosure of any Conflict of Interest:

As a member of the Denton County Behavioral Health Leadership Team, (DCBHLT) and volunteer of the United Way of Denton County, I hereby fully disclose below all known and potential conflicts of interest to the DCBHLT. This notice will remain on file for three years.

Please list any conflicts of interest here:

Please sign and return the signature page only. You may keep pages 1-3 of the Code of Ethics for your notebook.

I have read the Denton County Behavioral Health Leadership Team Code of Ethics and affirm that I will abide by them in the fiscal year of **September 1, 2017 through August 31, 2018**

Print name and relationship with Denton County Behavioral Health Leadership Team (appointee/workgroup)

Signature and Date

Return this form to Sonia Redwine, or email it to Sonia@unitedwaydenton.org, or mail it to United Way of Denton County * 1314 Teasley Lane * Denton, TX 76201