

1-111 Conflict Of Interest

Board members, Regional Partnership Council members and employees of the Board shall comply with the conflict of interest provisions of A.R.S. Title 38, Chapter 3, Article 8. These statutes set the minimum standards expected of public officers and employees who, in their official capacities, are faced with a decision or contract that might affect their direct or indirect pecuniary or proprietary interests or those of a relative. Section 38-503 provides in part:

Any public officer or employee of a public agency who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to such public agency shall make known that interest in the official records of such public agency and shall refrain from voting upon or otherwise participating in any manner as an officer or employee in such contract, sale or purchase.

Any public officer or employee who has, or whose relative has, a substantial interest in any decision of a public agency shall make known such interest in the official records of such public agency and shall refrain from participating in any manner as an officer or employee in such decision.

Under this law, a Board member, Regional Partnership Council member or Board employee who has a conflict of interest must disclose the interest and refrain from participating in the matter. Board members, members of Regional Partnership Councils and Board employees may find guidance on this subject in the Arizona Agency Handbook, which is available on the Attorney General's website. Public officers and employees should review conflicts of interest matters not specifically addressed in the Handbook with their supervisors or legal counsel.

In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, no Regional Partnership Council member shall vote on, or participate in the discussion of, any grant proposal in which any entity by which they are employed or on whose board they serve has a substantial interest, as defined by Section 38-502.

Furthermore, in accordance with A.R.S. Section 8-1191(C)(5), Board members are specifically prohibited from having a substantial interest in the provision of early childhood education services as defined by Section 38-502.

In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, all Board members, Regional Partnership Council members and Board employees shall complete a Conflict of Interest Statement upon adoption of this policy and annually thereafter on a form to be provided by the central office staff. Except for the form prepared by the Executive Director, these forms will be reviewed by the Executive Director and the Board's legal counsel for resolution or mitigation of any potential conflicts of interest. Any potential conflicts of interest that cannot be resolved or mitigated satisfactorily will be placed on the Board's upcoming agenda for disclosure purposes and to help ensure compliance with the conflict of interest laws. In addition, the

Executive Director will prepare a summary report of the Conflict of Interest Statements filed each year for Board review.

The Conflict of Interest Statement prepared annually by the Executive Director will be reviewed by the Board.

Adopted August 29, 2007