



## OHIO ETHICS COMMISSION

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### **Helpful Ethics Guidance for State and Local Board and Commission Members**

#### **DO:**

- Avoid any action that might give rise to the appearance of impropriety
- Abstain from all formal or informal issues if you have a relationship with a private company or organization that is seeking public funds (through, for example, a contract, tax abatement, grant, or loan) from your board.
- Withdraw completely from questions or issues regarding those who do business with the board or have direct interests before, or are regulated by the board where your interest, or the interest of your family or a business associate is presented.
- Comply with financial disclosure as required by law to remind of potential conflicts of interest.
- Feel free to seek the advice and assistance from the Ohio Ethics Commission.

#### **DON'T:**

- Solicit or accept anything of value from anyone doing business with your board.
- Use your position to obtain financial gain or benefit for yourself, a family member, or anyone with whom you have a business or employment relationship.
- Vote, authorize, recommend, or in any other way use your position to secure the approval of board services, supplies, property, investments, or other contracts or acquisitions in which you, a family member, or anyone with whom you have an ongoing business relationship, has an interest.
- Accept compensation, other than from the Board, for the performance of Board duties and responsibilities.
- Be paid for personal services rendered on matters before, or sell goods or services to your board or commission (See R.C. 102.04(A)).
- Do business directly with or benefit from a contract with, the Board unless exception applies for limited stockholding or contracts are objectively shown as the lowest cost services, where all criteria under R.C. 2921.42 are met
- Be paid for personal services rendered on matters before, or sell (except by competitive bid) goods or services to other state agencies, boards, or commissions, unless you first disclose and withdraw from matters before the board that directly affect officials and employees of the other state agency, board, or commission (See R.C. 102.04(B))
- Solicit or accept honoraria, unless you meet the limited exceptions allowed by law
- Use or disclose confidential information protected by law, unless appropriately authorized
- During public service and for one year thereafter, represent any person, in any fashion, before any public agency, with respect to a matter in which you personally participated while serving with the board
- Use or authorize the use of your title, the board or its name in a manner that suggests impropriety, favoritism, or bias by the board or any board official or employee
- Hesitate to seek advice or guidance from the Ohio Ethics Commission by calling or writing