

IDYLLWILD FIRE PROTECTION DISTRICT

POLICY TITLE: Code of Ethics
POLICY NUMBER: 4010

4010.1 The Commissioners of the Idyllwild Fire Protection District are committed to providing excellence in legislative leadership that result in the provision of the highest quality services to its constituents and to comply with State laws including AB 1234 (Salinas) approved in 2006. (Copy attached as reference)

In order to assist in the governance of the behavior between and among members of the Commissioners and District staff, the following rules shall be observed.

4010.1.1 The dignity, style, values, and opinions of each Commissioner shall be respected.

4010.1.2 Responsiveness and attentive listening in communication is encouraged.

4010.1.3 The needs of the District's constituents should be the priority of the Commissioners. When a Commissioner believes he/she may have a conflict of interest, legal counsel shall be requested to make a determination if one exists.

4010.1.4 The primary responsibility of the Commissioners is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to District staff members.

4010.1.5 Commissioners should commit themselves to emphasizing the positive, avoiding double talk, hidden agendas, gossip, and other negative forms of interaction.

4010.1.6 Commissioners should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.

4010.1.7 Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board takes action, Commissioners should commit to supporting said action and not to create barriers to the implementation of said action.

4010.1.8 Commissioners should practice the following procedures:

4010.1.8.1 In seeking clarification on informational items, Commissioners may directly approach District staff members to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.

4010.1.8.2 In handling complaints from residents and property owners of the District, said complaints should be referred directly to the Fire Chief.

4010.1.8.3 In handling items related to safety, concerns for safety or hazards should be reported to the Fire Chief. Emergency situations should be dealt with immediately by seeking appropriate assistance.

4010.1.8.4 In presenting items for discussion at Board meetings, see Policy #5020.

4010.1.8.5 In seeking clarification of policy related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred to the Fire Chief or legal counsel.

4010.1.9 If approached by District personnel concerning specific District policy, Commissioners should direct inquiries to the Fire Chief. The chain of command should be followed.

4010.2 The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

4010.2.1 When responding to constituent requests and concerns, Commissioners should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

4010.2.2 Commissioners should develop a working relationship with the Fire Chief wherein current issues, concerns and District projects can be discussed comfortably and openly.

4010.2.3 Commissioners should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

4010.2.4 Commissioners are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

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Clerk of the Board