

**RESOLUTION NO. 001-2014 - APPROVAL OF GREATER TOMPKINS COUNTY
MUNICIPAL HEALTH INSURANCE CONSORTIUM
CODE OF ETHICS AND CONFLICT OF INTEREST
POLICY**

MOVED by Mr. Thayer, seconded by Ms. Fitzpatrick, and unanimously adopted by voice vote by members present.

WHEREAS, the New York State Department of Financial Services Audit recommended that the Greater Tompkins County Municipal Health Insurance Consortium develop a Code of Ethics and Conflict of Interest Policy, and

WHEREAS, the purpose of a Code of Ethics and a Conflict of Interest Policy is intended to be a central guide and reference for users in support of day-to-day decision making. It is meant to clarify an organization's values and principles, linking them with standards of professional conduct, and

WHEREAS, the Audit Committee has discussed, developed and recommended a Code of Ethics and Conflict of Interest Policy for consideration by the Board of Directors, now therefore be it

RESOLVED, That the Board of Directors hereby adopts the attached Code of Ethics and Conflict of Interest Policy,

RESOLVED, further, That the Policy will be made available on the Consortium website.

STATE OF NEW YORK)
) ss:

COUNTY OF TOMPKINS)

I hereby certify that the foregoing is a true and correct transcript of a motion adopted by the Greater Tompkins County Municipal Health Insurance Consortium on February 27, 2014.



Michelle Pottorff, Administrative Clerk

*Greater Tompkins County Municipal Health Insurance Consortium
Code of Ethics and Conflict of Interest Policy*

(Adopted 2-27-2014)

Employees and the Board of Directors of the **Greater Tompkins County Municipal Health Insurance Consortium** shall:

1. Be dedicated to the concepts of an effective Consortium and believe that professional general management is essential to the achievement of this objective.
2. Shall affirm the dignity and work of the services rendered by the Consortium and maintain a constructive, creative, and practical attitude toward Consortium affairs and a deep sense of responsibility as a trusted public servant.
3. Be dedicated to the highest ideals of honor and integrity in all public and personal relationships in order that the member may merit the respect and confidence of the elected officials, of other officials and employees, and of the public.
4. Conduct themselves so as to maintain public confidence in their profession, the Consortium, and in their performance of the public trust.
5. Conduct their official and personal affairs in such a manner as to give the clear impression that they cannot be improperly influenced in the performance of their official duties.
6. Recognize that the chief function of the Consortium at all times is to serve the interests of all members.
7. Shall not disclose **Confidential Information** to others or use to further their personal interest, confidential information acquired by them in the course of their official duties.
8. Shall not, except pursuant to such reasonable exceptions as are provided by regulation, solicit or accept any gift or other item of monetary value from any person or entity seeking official action from, doing business with, or conducting activities regulated by the employee's agency, or whose interests may be substantially affected by the performance or nonperformance of the employee's duties.
9. Make no unauthorized commitment or promises of any kind purporting to bind the Consortium.
10. Shall act impartially and not give preferential treatment to any private organization or individual.
11. Shall not engage in outside employment or activities, including seeking or negotiating for employment, that conflict with official Consortium duties and responsibilities.

12. Shall endeavor to avoid any actions creating the appearance that they are violating the law or the ethical standards promulgated pursuant to this order.
13. Shall adhere to all laws and regulations that provide equal opportunity for all Americans regardless of race, color, religion, sex, national origin, age, or disability.
14. Shall not invest or hold any investment, directly or indirectly, in any financial business, commercial, or other private transaction that creates a conflict with their official duties.
15. **Reporting of Ethics Violations.** When becoming aware of a possible violation of the Consortium's Code of Ethics, employees, Board of Directors, employees of members, and the public may report the matter to the Consortium Attorney-in-fact, John Powers, Esq.. In reporting the matter, members may choose to go on record as the complainant or report the matter on a confidential basis.
16. Employees and the Board of Directors should not discuss or divulge information with anyone about pending or completed ethics cases except as authorized by the Board of Directors.