

## **ADVISORY BOARD/COMMITTEE MEMBER'S CODE OF CONDUCT**

1. All appointees are required to comply with the Florida Sunshine Law, Florida Public Records Law, and the Florida Code of Ethics.
2. Though members may be drawn from a specific geographic area, demographic, or interest group; Council Members must represent the interests of the entirety of Walton County and all facets of the community.
3. Council Members shall not take any action that would undermine the actions of their respective board or committee or the actions of the Walton County Board of County Commissioners. Regardless of their personal viewpoint, members shall not speak against, or in any way undermine solidarity of their respective board or committee once a vote has been made. This shall prohibit individual members from appearing before the Board of County Commissioners to speak on any matter that has or will come before their respective board or committee, regardless of whether the comments are intended to be in support or opposition to a matter.
4. Members are expected to attend all meetings of their respective board or committee and shall also make every effort to attend any special meetings and workshops. Members are required to attend an orientation and training on applicable laws and policies before they can take their seat.
5. Members shall avoid, in fact and in perception, conflicts of interest and disclose to staff, in a timely manner, any possible conflicts, assuring compliance with state statutes.
6. Members' contributions to discussions and decision making shall be positive and constructive.
7. Members' interactions with one another, the public, and County staff in meetings shall be courteous, respectful, and free of animosity.
8. Members shall know and adhere to the County's governance and financial policies, as well as those established by the State of Florida.
9. Members shall be prepared for meetings, having read pre-circulated material in advance of the meeting.

10. Members shall not attempt to exercise individual authority or undue influence over the board/committee, other members, or County staff. County staff reports to the County Administrator or the Walton County Board of County Commissioners and members shall be mindful of that reporting obligation.

11. Members shall conduct themselves in an ethical and professional manner at all times and shall be governed by all practices and policies adopted by the Walton County BCC and the Florida Code of Ethics.

12. If any member has a change in residence or other qualifying circumstance, it is the obligation of said member to immediately notify their staff liaison, who shall then consult with the appropriate staff to evaluate eligibility for continued service on said board or committee.

13. When speaking to the public and the media, members shall not represent their personal view as the view of their respective board/committee, the BCC, or the County. While all members may express individual opinions on action that has been taken by the County, any member doing so should clearly qualify that statement as a personal opinion, and therefore not necessarily reflective of the views of the County.

**Noncompliance with any of the above provisions shall constitute grounds for removal from the respective board or committee upon majority vote of the Walton County Board of County Commissioners.**

Member: \_\_\_\_\_  
Signature

Member: \_\_\_\_\_  
Print

Date: \_\_\_\_\_