



Johnson County Ambulance District Of Missouri



AMBULANCE DISTRICT ORDINANCE # 3

Conflict of Interest and Code of Ethics Ordinance

AN ORDINANCE OF JOHNSON COUNTY AMBULANCE DISTRICT, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS.

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF JOHNSON COUNTY AMBULANCE DISTRICT, MISSOURI, AS FOLLOWS:

Section 1 - Declaration of Policy: The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the Johnson County Ambulance District (hereinafter referred to as "District").

Section 2 - Conflicts of Interest:

- A. All elected and appointed officials as well as employees of the District must comply with section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.
- B. Any member of the governing body of the District who has a "substantial or private interest" in any measure, bill, order or ordinance proposed or pending before the District must disclose that interest to the secretary of the board of directors and such disclosure shall be recorded in the minutes of the board of director's meeting. Substantial or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of:
 - (1) 10% or more of any business entity; or
 - (2) an interest having a value of \$10,000 or more; or
 - (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.
- C. Elected and appointed members of the Board of Directors of the District shall not vote to hire any person related to the official by the fourth degree of consanguinity or affinity (e.g. great grandparent to first cousin). Fourth degree of consanguinity or second degree of affinity shall be defined by use of the attach Exhibit "A".

Section 3 - Disclosure Reports: Each elected official, candidate for elective office, board member, the chief administrative officer, the chief purchasing officer, and the full-time general counsel shall disclose the following information by May 1, or the appropriate deadline as referenced in Section 105.487, RSMo, if any such transactions occurred during the previous calendar year:

- A. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction



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with a total value in excess of five hundred dollars, if any, that such person had with the District, other than compensation received as an employee or payment of any tax, fee or penalty due to the District, and other than transfers for no consideration to the District. First degree of consanguinity or affinity shall be defined by use of the attach Exhibit "A".

B. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the District or transactions involving payment for providing utility service to the District, and other than transfers for no consideration to the District.

C. The chief administrative officer, chief purchasing officer, and candidates for either of these positions also shall disclose by May 1, or the appropriate deadline as referenced in Section 105.487, RSMo, the following information for the previous calendar year:

1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;
2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;
3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

The Board of Director has designated the EMS Chief as the chief administrative officer and chief purchasing officer for the Johnson County Ambulance District.

Section 4 - Filing of Reports:

A. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;

1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the board may supplement the financial interest statement to



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report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.

2. Each person appointed to office shall file the statement within thirty days of such appointment or employment covering the calendar year ending the previous December 31;

3. Every candidate required to file a personal financial disclosure statement shall file no later than fourteen days after the close of filing at which the candidate seeks nomination or election or nomination by caucus. The time period of this statement shall cover the twelve months prior to the closing date of filing for candidacy.

B. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the District and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

Section 5 - Filing of Ordinance: A certified copy of this ordinance, adopted prior to September 15th, shall be sent within ten days of its adoption to the Missouri Ethics Commission.

Section 6 - Effective Date: This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two years from the date of passage unless amended or repealed by the Board of Directors.

ADOPTED THIS 8th DAY OF August 2013.

/s/ Ray Patrock
Ray Patrick, Board President (Chairman)

ATTEST:

/s/ Mary Kidd
Mary Kidd, Board Secretary



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Exhibit A

Degree of consanguinity or affinity

Relationship of Consanguinity – Two people are related to each other by consanguinity if one is a descendant of the other or if they share a common ancestor.

Relationship of Affinity – Two people are related by affinity if they are married to each other, or if one person is related by consanguinity to the other person’s spouse.

- A husband/ wife is related by marriage (affinity) to his spouses relatives in the same way that the spouse is related to the relatives by blood (consanguinity). However, the kindred of a spouse are not related to one another.
- Half relationships are the same as a whole relationship (Example: half-brother = brother)
- Step relationships are the same as a blood relationship (Example: step-brother = brother)
- An aunt, uncle, great aunt, or great uncle is related to a person by consanguinity only if he or she is the sibling of the person’s parent or grandparent.
- The ending of a marriage between two people by divorce or death of a spouse end the relationship of affinity.

Conflict of Interest and Financial Disclosure Chart:

0 Self	1 Child or Spouse	2 Grandchild	3 Great Grandchild	4 Great, Great Grandchild
1 Parents	2 Brother or Sister	3 Niece or Nephew	4 Grandniece or Grandnephew	
2 Grandparents	3 Aunt or Uncle	4 First Cousin		
3 Great Grandparents	4 Great Aunt or Uncle			
4 Great, Great Grandparents				

Chart of Relationships within the 4th degree of consanguinity and 2nd degree affinity:

Relationship of Consanguinity				
	1st Degree	2nd Degree	3rd Degree	4th Degree
Self	Child or parent	Grandchild, grandparent, sister, or brother.	Great-grandchild,	Great-great- grandchild, great- great-grandparent, grandniece, grandnephew, great aunt, or great uncle.
Relationship of Affinity				
	1st Degree	2nd Degree		
Self	Spouse, Mother-in-law, father-in-law, son-in- law, daughter-in-law, stepson, stepdaughter, stepmother, or stepfather	Brother-in-law, sister-in-law, spouse’s grandparent, spouse’s grandchild, grandchild’s spouse, or spouse of grandparent		