

LAKE COUNTY BOARD OF DD/DEEPWOOD

BOARD POLICY

Reviewed and Adopted by the Board:
Date: March 21, 2022

Signature on File

Elfriede Roman, Superintendent

I. SUBJECT: ETHICS COUNCIL

II. PURPOSE:

The Lake County Board of DD/Deepwood (“Board”) supports the belief that membership of a person on, or employment of a person by, a County Board of DD/Deepwood does not affect the eligibility of any member of his/her family for services provided by the Board or by an entity under contract with the Board. Therefore, the Lake County Board of DD/Deepwood has created an Ethics Council to review all direct services contracts, State of Ohio certified providers of Medicaid funded waiver services, and any requests for approval of outside employment, for any conflict of interest issues.

III. REFERENCES:

Ohio Revised Code 5126.03, 5126.031, 5126.032, 5126.033, 5126.034

LCBDD Policy: A-1 Board Bylaws

LCBDD Policy G-3 Conflict of Interest

LCBDD Policy A-34 Code of Ethics for Agency Staff

IV. POLICY:

A. The President of the Lake County Board shall appoint three members of the Board to an Ethics Council. The President may be one of those appointed and the Superintendent shall be a non-voting member of the Council. The President shall not appoint a Board member to the Ethics Council if the member, or any member of their family, can reasonably expect to have any interest in any direct services contract under review by the Council while the member serves on the Council or during the twelve-month period after completion of his or her council service.

B. The role of the Ethics Council shall be:

1. To review all direct service contracts, as defined by O.R.C. Section 5126.03, to ensure compliance with the conditions contained in O.R.C. 5126.033 and Board Policy G-3 Conflict of Interest.
2. To review any new Ohio DODD certified providers of Medicaid funded waiver services if there is a perceived or potential conflict of interest to ensure that their receipt of local funds does not violate any of the conditions contained in Ohio law, or Board policy. If any such violations are found to

exist, the Board will notify the Ohio DODD of said conflict, and will seek direction regarding the appropriate response.

- C. The Ethics Council will meet as needed, to perform its functions. Any action taken by the Ethics Council shall be in public to afford the affected party the opportunity to meet with the Ethics Council on matters related to a direct services contract or any action taken by the Council. Official minutes will be taken at all Ethics Council meetings and shall be part of the Public Records of the County Board.
- D. All contracts and information provided to Ethics Council shall indicate any potential conflict of interest issues that need to be reviewed. All members of the Ethics Council will be sent copies for review of each proposed item, including any direct services contract or contract renewal. The Council will determine whether the eligible person or entity seeking approval to receive any preferential treatment or any unfair advantage over other eligible persons, or in any other way would violate state law or Board policy.
- E. If any conflict of interest items are identified by the council, then the Ethics Council will recommend that the Board does not enter into a contract, if applicable. The Board shall not enter into any contract that is not recommended by the Ethics Council or enter into any contract to which revisions are suggested by the Ethics Council if the contract does not include the specified revisions.
- F. The Board, by resolution, shall take action on each direct services contract that the Ethics Council recommends or recommends with specified revisions, once those revisions have been incorporated. The Board may request Legal Counsel to prepare a legal review of recommended direct services contracts to determine compliance with state law.
- G. The Ethics Council shall in no way allow a member or employee of a County Board to authorize, or use the authority of his or her office or employment to secure authorization of a direct services contract that he or she may benefit from in any way.

V. DISTRIBUTION:

Board Members
All Management Staff
All Staff (via Department Managers)
LEADD President

VI. REVIEWED:

3/22, 3/20, 3/18, 3/17, 3/16, 3/15, 3/14, 3/12, 3/10, 3/08, 3/06, 10/03, 2/01, 4/98