



POLICY

ROAD COMMISSIONERS CODE OF CONDUCT

It is the policy of the Board of County Road Commissioners of the County of Kalamazoo (Board) to formalize a Road Commissioners Code of Conduct in addition to the job description for a Road Commissioner. The policy assists with understanding the role of a Road Commissioner and representing the Road Commission in an efficient and respectful manner.

- Road Commissioners will conduct themselves lawfully, with integrity and high ethical standards using our expertise, energy, and funds to provide the safest and most convenient road system possible, and to contribute to economic development and high quality of life throughout the county. In addition, a Road Commissioner:
- Will attend Board meetings and inform the Board Chair and Managing Director of any impending planned absences in advance.
- Will actively promote positive public confidence in the Road Commission.
- Shall exercise his or her obligation to vote upon issues at hand unless a conflict of interest is present.
- Will not personally direct any part of the operational organization.
- Will work with other Road Commissioners to establish effective policy and delegate authority for administration to the Managing Director.
- Shall support the employment of those individuals best qualified to serve as employees and insist on regular impartial evaluations of employees.
- Shall avoid being placed in a position of conflict of interest and refrain from using the Board position for personal or partisan gain.
- Shall avoid indicating they represent the board on a position unless the issue has truly been discussed at the board meeting and a position has been taken by the board.
- Will maintain confidentiality appropriate to sensitive issues and information that otherwise may tend to compromise the integrity or legal standing of the organization, especially those matters discussed in a closed session that is privileged under applicable law.
- Will adopt policies and programs that do not discriminate on the basis of religion, race, or traits historically associated with race (including, but not limited to, hair texture and protective hairstyles), color, national origin, age, sex (including gender identity, sexual orientation, and pregnancy), height, weight, marital status, disability, genetic information, veteran status or any other characteristic protected by law. Its commitment to Equal Opportunity applies to all policies and procedures relating to recruiting and hiring, compensation, benefits, termination and all other terms and conditions of employment.

Adopted: 11/13/18
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