

MID-WILLAMETTE VALLEY HOMELESS ALLIANCE

CODE OF CONDUCT Attestation

A. PURPOSE

The Mid-Willamette Valley Homeless Alliance Board of Directors is committed to the highest ethical standards in how a Continuum of Care (CoC) conducts its business and operations. The following policy governs board and CoC members. The governance charter requires board and appointed committee members to sign an annual declaration of receipt of this policy.

B. CODE OF CONDUCT

Governance Charter, Article III.B.

1. **GENERAL PROVISIONS.** CoC members are expected to observe the highest standards of ethical conduct in the execution of their responsibilities, to conduct themselves with courtesy and respect, and to refrain from harassment, intimidation, discrimination, and physical or verbal abuse.
2. **CONFIDENTIALITY.** CoC members must respect and maintain the confidentiality of sensitive information they may gain from their association with the CoC. This may include personal information about community members experiencing homelessness.
3. **RESPONSIBILITY AND INTEGRITY.** In the performance of their duties, CoC members are expected to carry out CoC duties to the best of their abilities, and to maintain the highest standards of integrity for actions with other CoC members, including CoC Board members, service providers, service recipients, and members of the general public. CoC Board and committee members shall put forth honest effort in the performance of their duties to advance the CoC's mission, exercising sufficient control and supervision over matters for which they are individually responsible, and should not do anything to bring the full CoC or its members into disrepute.
4. **MISUSE OF POSITION.** Misuse of position is prohibited. CoC members must not their position with the CoC for personal gain or for the benefit of family or friends.
5. **COMMUNICATIONS.** CoC members, including Board and appointed committee members, shall make clear when communicating publicly or with the media, whether they are speaking in their own name, on behalf of their agency or organization, or on behalf of the CoC, if the CoC Board has empowered them to speak on the CoC's behalf.
6. **WASTE, FRAUD, AND ABUSE.** CoC members shall disclose waste, fraud, abuse, and corruption in the operation of the Continuum of Care to appropriate authorities.
7. **EQUAL OPPORTUNITY.** CoC Board and committee members shall adhere to laws and regulations that provide equal opportunity for all people regardless of race, color, religion, gender, identity, national origin, ethnicity, sexual orientation, age, or disability.

- 8. **PENALTIES.** This Code of Conduct will be distributed annually to CoC members. Members in violation of any portion of this Code of Conduct will be subject to disciplinary action, which could include immediate termination from the CoC Board or CoC committees.

- 9. **ANNUAL DECLARATION.** Board and appointed committee members are to annually receive a copy of the Code of Conduct, acknowledge receipt by signing a form, and submit a copy of the signed form to CoC staff.

C. CODE OF CONDUCT ACKNOWLEDGMENT

As a Board or appointed committee member, I hereby acknowledge and affirm that by signing below:

- 1. I have received a copy of the Mid-Willamette Valley Homeless Alliance’s Code of Conduct;
- 2. I have read and understand the Mid-Willamette Valley Homeless Alliance’s Code of Conduct provisions; and that
- 3. I agree to comply with the Code of Conduct.

Signature: _____

Name (printed): _____

Date: _____