

LITTLE LAKE FIRE PROTECTION DISTRICT

Policy Title: **CODE OF ETHICS**

Policy Number: **1001**

1001.10

The Board of Directors of the Little Lake Fire Protection District is committed to providing excellence in leadership that results in the highest quality of services to its constituents.

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The needs of the District's constituents will be the priority of the Board of Directors.

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The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to the Fire Chief of the District.

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Directors should practice the following procedures:

1001.41 In seeking clarification of informational items, Directors may directly approach the Chief Officer to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.

1001.42 In handling complaints from residents and property owners of the District, said complaints should be referred to the Chief Officer.

1001.43 In handling items related to safety, concerns for safety, or hazards, said items will be brought to the immediate attention of personnel involved and reported to the Chief Officer.

1001.44 In presenting items for discussion at Board meetings, see Policy #1007.10.

1001.45 In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns will be referred directly to the Chairman of the Board.

1001.46 All business of the Board will be channeled through the Chairman of the Board to maintain an efficient and time conserving process. This does not preclude other policies relating to Director's authorities.

Code of Ethics continued

1001.50

When approached by District personnel concerning specific District policy, Directors will direct inquiries to the Fire Chief. The staff chain of command will be followed in the Fire Chief's absence.

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Directors should function as part of the whole. Issues may be brought to the attention of the Board as a whole, or individual members selectively.

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Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

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