



RETIREMENT BOARD POLICY AND REFERENCE MANUAL

SUBJECT: POLICY ESTABLISHING BOARDS' VOLUNTARY COMPLIANCE REQUIRING ETHICS TRAINING FOR BOARD AND STAFF MEMBERS	Section: 2-28 Date Adopted/Revised: 05/13/2009
SYSTEM(S): JOINT	Approved:  Retirement Administrator

PURPOSE

Although in the opinion of Board counsel, Assembly Bill 1234 does not apply to the City of Fresno Retirement Boards, the Boards establish this policy statement to document that the Boards will comply with this legislation which mandates ethics training for members of legislative bodies of local agencies. The Retirement Boards want to emphasize the importance placed on this training by extending this policy to Board Members and Retirement Office staff required to file a form 700.

POLICY

Ethics training is broadly defined to include laws relating to bribery, laws relating to conflicts of interest, laws prohibiting gifts of public funds, gift and travel restrictions, legal restrictions against use of public resources for personal purposes, open government laws, financial interest disclosure requirements, common law bias prohibitions concerning hearings, due process requirements of hearings, and the doctrine of incompatible offices. Under AB 1234, each member of a legislative body is required to receive two hours of ethics training every two years.

Each Board member and applicable staff member shall comply with AB 1234 by participating in two hours of approved AB 1234 training, which may include self study, once every two years.

- Staff will keep records of the ethics training each Board Member or staff member has received, including the date of the training and the entity providing the training.
- In June and December of each fiscal year, Board and staff members will receive individual reports of documented ethics training hours during the current fiscal year.

1. Adopted 04/12/2006
2. Annual Review, mandatory AB1234 training, revised 5/13/2009