

POLICY

Series:	Governance	COA: GOV 7 CFOP: NA
Policy Name:	Conflict of Interest	
Policy Number:	GOV002	
Review Date:	06/14/2016, 9/20/2021, 6/15/2023	
Revision #/Date:	12/29/2008, 2/29/2012, 03/27/2014, 8/25/2016, 5/10/2019, 9/23/2021, 8/30/2022, 7/27/2023	
Effective Date:	06/26/2008	
Applicable to:	Brevard Family Partnership Family of Agencies (BFP FOA) Board members, officers, employees, consultants, and volunteers	

PURPOSE: BFP FOA Board members, officers, employees, consultants, and volunteers will act with honesty, integrity, and openness in all their dealings as representatives of the agency. The BFP FOA promotes a working environment that values respect, fairness, and integrity. BFP FOA have a clearly stated mission and purpose, approved by the BFP Governance Board of Directors, in pursuit of the public good. All its programs support that mission and all who work for or on behalf of the BFP FOA understand and are committed to that mission and purpose.

References: HR2502 – Conflict of Interest, GOV011 Governance Model

POLICY:

The BFP FOA Board of Directors recognizes that potential or perceived conflicts of interest may exist on the part of board members, officers, employees, consultants, or volunteers in carrying out their respective roles with BFP FOA. It is the policy of the BFP FOA Board of Directors that board members, officers, employees, consultants, and volunteers shall have the continuing, affirmative duty to appropriately report any personal ownership, interest, or other relationship that might affect their ability to exercise impartial and ethical judgment in the area of their responsibilities.

In support of this policy, The FOA Board Chair will inquire at the beginning of each regularly scheduled board meeting if any board member has a potential conflict related to any item or topic appearing on the draft agenda for that meeting and if any board member has a business relationship with any other board member. The questions and responses will be reflected in the minutes of each meeting. If a board member discloses a potential conflict s/he will complete the Conflict-of-Interest Disclosure which is attached hereto and will refrain from participation in any discussion or vote related to the disclosure.

In accordance with Florida Statutes, section 409.987, which states, in pertinent part:

As used in this subsection, the term:

Activity” includes, but is not limited to, a contract for goods and services, a contract for the purchase of any real or tangible property, or an agreement to engage with a lead agency for the benefit of a third party in exchange for an interest in real or tangible property, a monetary benefit, or an in-kind contribution.

Conflict of interest” means when a board member or an officer, or a relative of a board member or an officer, of a lead agency does any of the following:

- a. Enters into a contract or other transaction for goods or services with the lead agency.
- b. Holds a direct or indirect interest in a corporation, limited liability corporation, partnership, limited liability partnership, or other business entity that conducts business with the lead agency or proposes to enter into a contract or other transaction with the lead agency. For purposes of this paragraph, the term “indirect interest” has the same meaning as in s. 112.312.

- c. Knowingly obtains a direct or indirect personal, financial, professional, or other benefit as a result of the relationship of such board member or officer, or relative of the board member or officer, with the lead agency. For purposes of this paragraph, the term “benefit” does not include per diem and travel expenses paid or reimbursed to board members or officers of the lead agency in connection with their service on the board:
1. BFP FOA Board members, officers, employees, consultants, and volunteers shall provide disclosure at least annually regarding their participation as a board member, director, officer, employee or volunteer of any other organization and request to complete a Conflict-of-Interest form.
 2. BFP FOA Board members, officers, employees, consultants, and volunteers shall provide a disclosure statement upon engagement. At any time that a potential conflict of interest arises or there are any changes to the initial disclosure, it is the responsibility of each board member, officer, employee, consultant, or volunteer to immediately disclose any potential conflict of interest which arises at any time by requesting a new Conflict of Interest form.
 3. BFP FOA Board members, officers, employees, consultants, or volunteers who knowingly participate in activities that constitute a conflict of interest as described above, without proper reporting through the Conflict-of-Interest Policy the existence of such a conflict, may be subject to consequences and/or actions that may result in the termination of the relationship with BFP, impact on professional licensure, certification, associations, accreditation etc.

Approved by the Brevard Family Partnership Governance Board of Directors July 27, 2023.

AS APPROVED BY THE BOARD OF
DIRECTORS:



DANIEL P. RODGERS
Board Chair

Signature Date: 8/22/2023

BY DIRECTION OF THE CHIEF EXECUTIVE
OFFICER:



PHILIP J. SCARPELLI
President and Chief Executive Officer
Brevard Family Partnership / Family of Agencies

Signature Date: 8/22/2023

BREVARD FAMILY PARTNERSHIP FAMILY OF AGENCIES (BFP FOA) BOARD MEMBERS, OFFICERS, EMPLOYEES, CONSULTANTS AND VOLUNTEERS OF BREVARD FAMILY PARTNERSHIP, BREVARD C.A.R.E.S., FAMILY ALLIES, THE NATIONAL CENTER FOR INNOVATION AND EXCELLENCE, and THE BREVARD FAMILY PARTNERSHIP FOUNDATION

CONFLICT OF INTEREST DISCLOSURE

Name: _____
(PRINT)

BFP Policy GOV002 requires that each BFP FOA board member, officer, employee, consultant, and volunteer provide an initial Conflict of Interest Disclosure of potential conflicts of interest in serving as a BFP FOA board member, officer, employee, consultant, or volunteer. BFP FOA Board Members will complete this Conflict-of-Interest Disclosure form annually.

I acknowledge that I have read and understand BFP's Conflict of Interest Policy, GOV002

_____ I am in compliance with the policy.

_____ I am reporting the following potential conflicts (including any financial business relationship between board members or system of care service providers).

_____ I am reporting other organizations of which I am a Board Member, Officer, employee, consultant, or volunteer.

I understand that I am expected to report promptly any changes in my affiliations or business relationships that might affect compliance with this policy. I also understand that I could be held personally liable for failure to disclose a conflict of interest in which an improper personal benefit is derived, or which violates the law.

Signature: _____ Date: _____

Disclosures required above are as follows:

Revised September 23, 2021