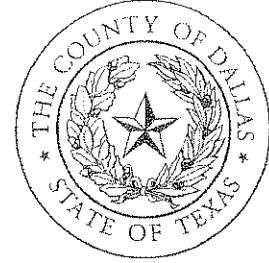


**COURT ORDER
2014-0604**



Amendment to Dallas County Code, Sections 74-742, 74-742.1, 86-758, and 86-759:

On a motion made by Commissioner John Wiley Price, District 3, and seconded by Commissioner Dr. Elba Garcia, District 4, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: April 22, 2014

FUNDING SOURCE: N/A

Be it resolved and ordered that the Dallas County Commissioners Court does hereby amend its financial disclosure requirements to allow for ease of implementation and administration. Further, the Dallas County Clerk, pursuant to Local Government Code §159.005(a), consents to the imposition of responsibility related to Financial Disclosure Reporting under Local Government Code, Chapter 159. Therefore, be it resolved and ordered that the Dallas County Commissioners Court does hereby approve the revised policy language to Dallas County Code, Sections 74-742 and 74-742.1, included in Attachment "A," and Sections 86-758 and 86-759, included in Attachment "B," for immediate inclusion in the Dallas County Code.

Done in open court April 29, 2014, by the following vote:

IN FAVOR: Honorable Clay Lewis Jenkins, County Judge
Commissioner Dr. Theresa M. Daniel, District 1
Commissioner Mike Cantrell, District 2
Commissioner John Wiley Price, District 3
Commissioner Dr. Elba Garcia, District 4

OPPOSED: None

ABSTAINED: None

ABSENT: None

Recommended by: Barbara Nicholas
Originating Department: District Attorney

Article VI. Employee Standards of Conduct

Division 1. Generally

Sec. 86-758. Conflicts of interest.

- (a) In order to avoid potential conflicts of interest or the appearance of conflicts of interest, no officer or employee of the county shall:
 - (1) Have a substantial interest, investment, ownership or other involvement in any entity or firm which supplies goods or services to the county;
 - (2) Accept from or give to any entity, firm or person doing or seeking to do business directly or indirectly with the county, including agents or representatives of such entity, firm or person, any personal gift; loan of any type; entertainment; trips, services, or money in any amount;
 - (3) Receive directly or indirectly any pecuniary interest from a contract or other agreement entered into by the county;
 - (4) Engage in any other business to an extent which interferes with their performance of duties as a county official or employee; or
 - (5) Use in any matter their public office or position for personal gain including the acceptance or dispensing of any special favors, privileges or benefits.
- (b) The county officials or employees having reservations or questions regarding possible conflicts of interest should request a legal opinion from the district attorney's office.
- (c) The county officials and employees may be requested to submit an annual conflict of interest-disclosure statement (Exhibit EC) to the commissioners court.
- (d) All elected officials and employees of the county will comply with V.T.C.A., Penal Code ch. 36 that requires that no gift be given as a consideration for some exercise of official discretion. County employees shall not accept gifts from contractors, vendors or other persons who are employed by or who deal with the county. These rules do not apply to gifts exempted by V.T.C.A., Penal Code § 36.10, calendars, folders, pens, notepads and similar articles that bear the donor's advertising, nor do they apply to purely personal gifts between relatives and friends.
- (e) All elected officials and candidates required to file financial disclosure statements by V.T.C.A., Local Government Code § 159.001 et seq., shall file an annual financial statement with the county clerk, including the reporting of gifts, as required by that statute.
- (f) All elected county officials shall comply with V.T.C.A., Election Code title 15 and all state-mandated reporting of gifts.
- (g) The county officials or employees having reservations or questions regarding possible conflicts of interest should request a legal opinion from the district attorney's office.
- (h) Nothing in this division shall prohibit the solicitation and or acceptance of contributions and or gifts as authorized by the Texas Election Code.

(Admin. Policy Manual, § E(18.02--18.09); Ord. No. 2003-1373, 8-5-2003; Ord. No. 2014-0604, 04-29-2014)

Cross references: Conflicts of interest re general government operations policy, internal organizational guidelines, § 74-741 et seq.

Sec. 86-759. Personal financial disclosure reporting.

- (a) The county commissioners court by the adoption of this section extends personal financial disclosure reporting to the county sheriff, county tax assessor/collector, county clerk, district clerk, county treasurer, county auditor, all constables, and county employees occupying the positions identified in the list below, including under any revised or modified title:

EMPLOYEE PERSONAL FINANCIAL
DISCLOSURE REPORTING LIST

- (1) Commissioners Court Administrator/County Administrator.
- (2) Assistant County Administrator(s).
- (3) Assistant Administrator for Governmental Affairs.
- (4) Chief Information Officer.
- (5) Homeland Security/Emergency Management Coordinator.
- (6) Director of Health and Human Services.
- (7) Director of Personnel/Civil Services.
- (8) Director of The Institute of Forensic Sciences/Chief Medical Examiner.
- (9) Director of Juvenile Services.
- (10) Budget Officer.
- (11) Director of Public Works & Engineering.
- (12) Chief Public Defender Director.
- (13) Veterans Services Officer.
- (14) Director of Operations.
- (15) Fire Marshall.
- (16) Director of Planning/Development.
- (17) Director of Facilities Management.
- (18) Purchasing Agent.
- (19) Director of Security.
- (20) Director of Criminal Justice.

- (21) Head M/WBE Officer.
 - (22) Any other department head, director, or county administrator position created after the date of this order.
- (b) Such Financial Disclosure Reporting shall be the same in all regards as that required by V.T.C.A., Local Government Code ch. 159, subch. A of the Local Government Code. The Personal Financial Statement required under this Order shall include all information required to be disclosed under Section 572.023 of the Texas Government Code utilizing the categories described in Section 572.022 of the Texas Government Code, as amended or revised from time to time.
 - (c) The financial disclosure statement shall be filed with the Dallas County Clerk in the form of the Personal Financial Statement adopted by the Texas Ethics Commission under chapter 572 of the Texas Government Code, as amended or revised from time to time. The form is currently available as Form PFS at http://www.ethics.state.tx.us/filinginfo/pfsforms_ins.html, which web address may change.
 - (d) All persons subject to financial disclosure pursuant to this Order shall file the Personal Financial Statement no later than **April 30th** of each year by 5:00 pm, with the County Clerk. The timeliness of filing shall be governed by Section 159.0341 of the Local Government Code and Section 572.029 of the Government Code, as they are amended or revised from time to time.

(Ord. No. 2003-1944, 10-21-2003; Ord: No. 2014-0604, 04-29-2014)

Cross references: Elected officials and candidates required to file financial disclosures, §§ 74-742(e), 86-758(e).