



## **SAN DIEGO COUNTY JUVENILE JUSTICE COMMISSION CODE OF ETHICAL CONDUCT**

The Juvenile Justice Commission of San Diego County (“Commission”) functions lawfully as a body, under California law, not a gathering of individuals. The Commission is a State-mandated, Court-appointed authority that inquires into the administration of the juvenile court law, inspects facilities used for the placement of minors in the County, and pursues matters of interest regarding juvenile justice.

Members of the Commission act as a group not as individuals, to conduct Commission business and interview persons regarding Commission matters. However, when the Commission determines that members are assigned to conduct inspections, individuals are able to work in teams or committees and make reports to the entire Commission. This practice emphasizes that members are not operating as individuals but rather, are part of the official Commission business.

Members of the Commission must demonstrate Cultural Competency within the Commission and when inspecting facilities. Commissioners shall be respectful of, among other considerations, culture, history, traditions, values, and family systems associated with race and ethnicity; immigration and refugee status; tribal groups; religion and spirituality; sexual orientation; gender identity and/or expression; social class; and mental or physical abilities of youth.

Members of the Commission must be administered an oath before they embark on the official work of the Commission. Members recognize that their work is voluntary but that they are governed by standards of confidentiality free from any conflict of interest. Some considerations for ethical conduct include the following:

- Familiarity with the Commissioner Handbook including periodic review of its contents, especially the Commissioner’s Bylaws and the key provisions of the California Welfare and Institutions Code.
- Attendance at Commission meetings and full participation in inspections and/or other Commission business is expected. If any member is absent for three regular meetings in a fiscal year, a review of that member's status will be undertaken.
- Working cooperatively with fellow members of the Commission to establish a common bond.
- Maintain the confidentiality of Juvenile records and other sensitive information.
- Understanding that all inquiries regarding Commission matters are to be referred to the Chair. Only the Chair or a designated spokesperson should make statements to third parties, including the media, on behalf of the Commission.
- Understanding that it is impermissible to discuss matters with friends, relatives, business acquaintances, the news media, or other persons other than as permitted in the Bylaws or if discussed at a public meeting.
- Commissioners should not use their status to exert influence or obtain favors during their term on the Commission.



- Aware of potential conflicts of interest, and disclosure of any past or current business interests or involvement that would result in business, personal, political, social, or other advantage or that could cause a conflict with the objectivity of the Commission.
- Recusal from voting or participating in any Commission proceedings or deliberations when a real or potential conflict of interest occurs.
- Knowledge that accepting money, gifts, favors, or other consideration from any person or agency contacted through work with the Commission is prohibited.
- Commissioners shall make decisions based on factual information and not conjecture.
- Recognition that all members of the Commission have equal rights and responsibilities, and that members should be open-minded, impartial, unbiased and unprejudiced in all Commission matters. Conduct of meetings, hearings, and deliberations should be courteous and respectful and not be monopolized by any member.

Dated: \_\_\_\_\_

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Member of the Juvenile Justice Commission