

HOUSE RULES: CODE OF CONDUCT

1. Listen and understand before judging.
2. Be courteous, honest and respectful of others' opinions, preferences, and persons.
3. Focus on the vision and goals; no personal attacks or inferences.
4. Look for areas of agreement before differences.
5. Be on time; start on time; silence all personal communication devices, and do not allow them to distract from the work at hand.
6. Once a decision is made, support the County decision, but state your reservation.
7. Agree to disagree; move on to the next issue.
8. Come prepared to discuss issues; When possible, ask questions of staff prior to the meeting so that staff can be prepared. Avoid surprises; don't play "Gotcha."
9. Praise in public; provide constructive feedback in private.
10. Participate in discussions and focus on the issue; avoid side conversations. Be mindful that sidebar conversations are disruptive.
11. Communicate in an open, direct manner; keep others informed.
12. If you have a personal issue with another member of Board, go to that member directly and not to other Board members, the community or staff.
13. Be a positive ambassador for the County.
14. In the event of a conflict-of-interest when possible file said conflict with the Clerk of the Board prior to the meeting. The Board member shall make known said conflict and refrain from voting and participating in any discussion on the matter, pursuant to [A.R.S. 38-503](#).