

Executive Director Code of Ethics
"Honesty, Integrity and Excellence"

I. Introduction

The creation of Kentucky's Area Development Districts is the result of the labors of many dedicated persons, over a period of many years, who have diligently sought to increase the capacity of government to better serve its citizens and the ability of citizens to better influence their governments in achieving and serving the general welfare of all citizens.

The area development district, while not a government in itself, is a device for improving communications between governments, between governments and their constituents, and between people. Its function is to serve and where it serves well, the best hopes and ambitions of the people will be clearly expressed and, by their expression, provide guidance to their elected officials in enacting and administering law essential to the achievement of those best hopes and ambitions.

The voice of the area development district is its Board of Directors. Comprised of local elected officials and representative citizens, it is particularly adapted for the purpose of receiving the views of its citizens and translating them into concise statements of goals and objectives for the common guidance of both government and governed.

In order that the Board of Directors of an area development district may perform well their responsibilities, it is essential they be provided the services of an efficient, professional staff whose responsibilities are to provide them adequate information regarding alternatives on which their decisions can be based, ways and means for achieving determined goals and objectives, and to serve to effectuate the decisions of the Board.

II. Executive Director Code

Principal responsibility for the provision of competent staff services rests with the Executive Director of the area development district. In recognition of this responsibility, the Executive Directors of Kentucky's Area Development Districts, through their organization, the Kentucky Association of District Directors, do this 8 day of June, 2017, adopt and proclaim the following guidelines for the conduct of their respective offices:

1. The conduct of the Executive Director must exemplify the highest professional standards in the District's relationship to the public, the constituent governments of the district, and the agencies and officials of local, state, and federal governments.
2. The conduct of the Executive Director shall be an example for all members of the District staff in order that they may enjoy respect for their professional competence and take pride in their association with the area development district.

3. The Executive Director shall endeavor to assure that the affairs of the District shall be open to the public and all citizens shall be provided opportunity to utilize the services of the District in all orderly fashion.
4. The inherent freedoms of all citizens shall be respected by the Executive Director and the staff they direct and will be reflected constantly in their relationship with the public. He/she shall be responsible in that he/she and his/her staff perform their duties with equal regard for all people.
5. The position of Executive Director is full-time, requiring the maximum of his/her time, talents, and energies. He/she shall engage in no other occupation or trade which will detract from the full, faithful performance of his/her duties to the District. Nor, shall he/she permit a member of the District staff to perform differently.
6. No Executive Director or staff member(s) shall promote or develop any project or program in which he/she shall gain personally beyond the natural benefits of a worthwhile project for all citizens nor knowingly promote an agenda that may have a negative impact to another District.
7. The Executive Director shall not engage in any associations which may reflect discredibly upon the District or give cause for belief his/her statements or actions are prejudiced by personal ambitions or opinions. He/She shall require similar conduct on the part of the staff he/she directs.
8. Because of its peculiar relationship to the public and the various levels of government, the area development district has particular responsibility to demonstrate in its operations the ultimate in efficiency, effectiveness, and economy. The Executive Director, therefore, must provide the necessary ingenuity and leadership to assure the District's operations will demonstrate these virtues.
9. Because of the professional expertise required of the District staff, the Executive Director must undertake constantly to increase his/her knowledge and skills in his/her profession and field and provide for his/her staff maximum opportunity to develop and improve their knowledge and abilities.
10. The common purposes of Kentucky's Area Development Districts require constant and close communication between their Boards, their Executive Directors, and staff; the sharing of experiences and ideas which may assist each in more fully meeting their responsibilities. It is the responsibility of the Executive Director to assure such communications are developed and maintained.
11. In all that he/she does and says as an employee of an area development district, the Executive Director must realize and exemplify his/her professional status and in consort with his peers throughout Kentucky ensure that the highest professional standards be maintained by all area development districts and their staff.
12. The Executive Director shall not engage in lobbying efforts to attempt to influence a member of a legislative body in connection with activities of an Area Development District.

III. Compliance Standards

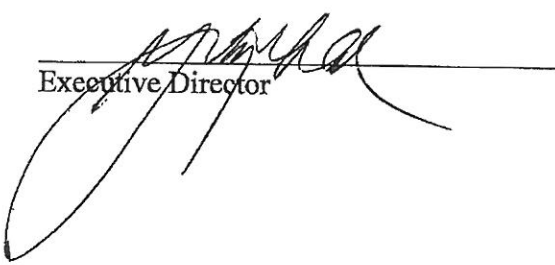
In order for the Executive Director to implement the codes and conduct of him/her, and to assure the actions of the District and its staff to follow established and approved policies and procedures, the Executive Director shall be responsible to the District staff and operations to comply with the following policy directives as adopted by the respective District Board of Directors:

1. Area Development District Governance, Transparency, and Accountability Standards.
2. Code of Ethics for Area Development District staff and Board of Directors.

IV. Compliance Procedure

The following procedure will be followed to assure compliance of this adopted Code of Ethics. Any cause of concern of infraction, or the potential of infraction, of any of the codes by an Executive Director shall be reported to the Chairperson of the Kentucky Association of Development Districts, unless the Director in concern is the Chairperson, in which case the infraction will be reported to the Vice Chair. The Chairperson (or Vice Chair) shall select two other Directors to form a fact-finding committee. The committee will call upon the Director in question and gather facts and hopefully resolve the infraction. The committee will report to the Executive Committee of the Kentucky Association of Development Districts of any unresolved issues. If the infraction(s) is still not resolved, a report will be made to the Chairman of the Kentucky Council of Area Development Districts as well as to the respective Chairman of the Area Development District Board, for further plan of action.

Adopted this 12 day of July 2017



Executive Director