APPENDIX E

MMD CODE OF ETHICS

PREAMBLE

The Majority Minority District Redistricting Subcommittee (MMD) is dedicated to ensuring the public trust. As members of a public body, the Commissioners shall respect and comply with Albany County local law 8 for 2019, and all other relevant federal, state and local laws and statutes. Commissioners shall conduct themselves at all times in a manner that promotes public confidence in the integrity and impartiality of the MMD. The purpose of this Code of Ethics is to promote honest and ethical conduct as well as compliance with the law.

Commissioners shall discharge their duties in full compliance with applicable laws concerning ethical conduct and shall endeavor to pursue a course of conduct which will not raise suspicion among the public that he/she is likely to be engaged in acts that are in violation of the public trust.

Commissioners should be faithful to and constantly strive to improve their knowledge of and competence in discussing and/or applying redistricting principles and relevant laws and statutes.

Commissioners shall exhibit a willingness to assume assignments and undertake necessary actions and due diligence to complete any assignments in a timely manner.

Commissioners shall attend all scheduled meetings and when unable to attend shall make their fellow commissioners aware of their inability to attend.

Commissioners shall maintain order and decorum with each other and in the meetings and proceedings before them. Commissioners should be patient, dignified, and courteous to others with whom the MMD interacts in an official capacity, including fellow Commissioners. Commissioners shall afford to every person who is legally interested in a proceeding the right to be heard according to law.

Commissioners shall not perform an act in a private or individual capacity that may be construed as an official act without the concurrence of the full body.

Commissioners shall be committed to maintaining human dignity and protecting its fellow Commissioners from harassment of any kind. Commissioners shall not engage in harassment of any form.

Commissioners shall avoid any activities that would constitute or have the appearance of constituting a conflict of interest. Commissioners shall self-regulate their outside activities to minimize the risk of conflict and to avoid actual impropriety and/or the appearance of impropriety that might arise from their activities or involvement with other persons or entities that, if not

disclosed, have the potential to adversely impact the MMD. Should a conflict of interest be identified, Commissioners shall disclose it to the full MMD for consideration.

Commissioners shall disqualify themselves in any proceeding where a Commissioner determines that he or she cannot be impartial.

Commissioners shall not by their conduct give reasonable basis for the impression that any person can improperly influence them or unduly enjoy their favor in the performance of the Commissioners official duties, or that they are affected by the kinship, rank, position or influence of any party or person. Commissioners shall not allow family, social, political, employment, or other relationships, including with fellow Commissioners, to influence their official conduct or judgment.

Commissioners when communicating with the public about the work of the MMD shall represent and express the views and/or stance of the MMD and shall refrain from expressing their personal views and opinions.

Commissioners shall not use or attempt to use their official position to secure unwarranted privileges or exemptions for himself or others.

Commissioners shall not receive, or agree to receive, compensation for any service rendered or to be rendered by the Commissioner in the conduct of their official capacity as a member of the MMD. Commissioners shall not use their official position to secure any valuable thing or valuable benefit, including the promise or possibility of future political support, future employment opportunities, or other future personal gain, that would not ordinarily be provided to the Commissioner, in the performance of the Commissioner's official duties.

Commissioners should not accept any gifts or things of value from anyone when the purpose is, or appears to be, designed to influence official action. Commissioners should likewise not permit themselves to be placed under any kind of personal obligation that could lead a person to expect official favors.

Commissioners shall not privately, confidentially or knowingly communicate with any person, whose interests will be affected by Commission decisions, and whose intent is to influence any decision within the Commission's jurisdiction.

Should a Commissioner become a candidate for any political office, during their tenure as a member of the MMD, the Commissioner shall immediately disclose such to the full body for review and consideration as to that Commissioners continuing standing on the MMD.