NEW YORK STATE OF OPPORTUNITY.

Developmental Disabilities Planning Council

Governor Andrew M. Cuomo

Sheila M. Carey, Executive Director

NYS Developmental Disabilities Planning Council

Code of Conduct

Helping Individuals with Developmental Disabilities Live Independently and Participate Fully in the Community

DDPC.NY.GOV

OVERVIEW

Congratulations on your recent appointment to the New York State Developmental Disabilities Planning Council. On behalf of DDPC members and staff, we welcome you.

The DDPC has adopted this Code of Conduct as a guide to be followed when considering ethical behavior as a Member of the New York State Developmental Disabilities Planning Council.

As a Council Member, you will be exploring innovative new ways to meet the challenges of an ever-changing service delivery system, and you will be helping to support our ongoing mission to promote independence and community inclusion for individuals with developmental disabilities and their families. You have a responsibility to the Council and to the Citizens of New York State to maintain the highest standards of ethical behavior while discharging your duties as a DDPC Council Member.

Should you have questions concerning this policy or any other ethics issue, do not hesitate to contact my office at (800) 395-3372.

Sheila M. Carey
Executive Director
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DDPC CODE OF CONDUCT

1. As used in this Code, the term “State Agency” shall mean any state department, or division, board, commission or bureau of any state department or any public benefit corporation or public authority at least one of whose members is appointed by the Governor of New York State.

   The term “Compensation” shall mean any money, thing of value or financial benefit conferred in return for services rendered or to be rendered.

   The term “DDPC member” shall mean any duly-appointed public member of the New York State Developmental Disabilities Planning Council

2. No DDPC member shall receive, or enter into, any agreement expressed or implied, for compensation for services to be rendered in relation to any case, proceeding, application, or other matter before any state agency, whereby his or her compensation is to be dependent or contingent upon any action by such agency with respect to any license, contract, certificate, ruling, decision, opinion, rate schedule, franchise, or other benefit; provided, however, that nothing in this subdivision shall be deemed to prohibit the fixing at any time of fees based upon the reasonable value of the service rendered.

3. A DDPC member or firm or association of which such person is a director, employee or member, or corporation, holding ten percent (10%) or more of the stock of which is owned or controlled directly or indirectly by such person, shall not sell any goods or services having a value in excess of twenty-five dollars ($25) to any state agency unless pursuant to an award or contract let after public notice and competitive bidding. Council Members shall further abstain from participating in any deliberations relative to the review of or voting on any such matter, including but not limited to contracts for sale of goods or services to the DDPC, which are brought before the Council for approval. This subdivision shall not apply to the publication or resolution, advertisement, or other proposition or notice in newspapers designated for such purpose and for which the rates are fixed pursuant to law.

4. No DDPC member shall, directly or indirectly, solicit, accept or receive any gift having a value of seventy-five dollars ($75) or more whether in the form of money, service, loan, travel, entertainment, hospitality, thing, or promise, or any other form,

under circumstances in which it could reasonably be inferred that the gift was intended to influence him or her or could reasonably be expected to influence him or her or part.

5. No DDPC member shall, within a period of two years after the termination of such service, appear before the DDPC or receive compensation for any services rendered on behalf of any person, firm, corporation or association in relation to any case, proceeding or application with respect to which such person was directly concerned and personally participated in during the period of service.

6. Nothing herein contained shall be construed to prohibit any firm or association in which any DDPC member is a member from appearing, rendering services in relation to any matter before, or transacting business with the DDPC, where such Council Member does not share in the profits resulting therefrom.

7. In addition to any penalty contained in any other provision of law, the Chairperson of the Council or the Executive Director shall recommend to the Governor the removal of any DDPC member who knowingly or intentionally violates the provisions of this Code.

Note: All DDPC members must abide by the New York State Ethics Law and are responsible for acting in concert with the New York State Public Officers Law. Each DDPC member is required to complete annual forms provided by the New York State Ethics Commission in a timely fashion. The Public Officers Law is provided when an individual is appointed by the Governor to the DDPC. The Financial Disclosure documents are sent to DDPC members by the NYS Ethics Commission for completion each Spring.

Want More Information?

If you have questions or would like more information about the New York Developmental Disabilities Planning Council, please call or email us, 9:00am to 5:00pm, Monday through Friday.

You may also find more information by visiting our website at: **www.ddpc.ny.gov**.

Phone: (800) 395-3372

Email: information@ddpc.ny.gov

Website: www.ddpc.ny.gov

Hours of Operation: 9:00am to 5:00pm, Monday - Friday

Developmental
Disabilities
Planning Council

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