
Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Ethics Training
POLICY NUMBER: 1050

1050.1 All Trustees and designated executive staff (see Policy 2020 for a list of staff titles) of Butte County Mosquito and Vector Control District shall receive two hours of training in general ethics principles and ethics laws relevant to public service within one year of election or appointment to the Board of Trustees and at least once every two years thereafter, pursuant to Government Code Sections 53234 through 53235.2.

1050.1.1 This policy shall also apply to all staff members that the Board of Trustees designates and to members of all commissions, committees and other bodies that are subject to the Ralph M. Brown Open Meeting Act.

1050.1.2 All ethics training shall be provided by entities whose curricula has been approved by the California Attorney General and the Fair Political Practices Commission.

1050.1.3 Trustees shall obtain proof of participation after completing the ethics training. Applicable costs for attending the training will be reimbursed by the District.

1050.1.3.1 District staff shall maintain records indicating both the dates that Trustees completed the ethics training and the name of the entity that provided the training. These records shall be maintained for at least five years after Trustees receive the training, and are public records subject to disclosure under the California Public Records Act.

1050.1.4 District staff shall provide the Board of Trustees with information on available training that meets the requirements of this policy at least once every year.

1050.1.5 Ethics training may consist of either a training course or a set of self-study materials with tests, and may be taken at home, in person or online.

1050.1.6 Any Trustee of Butte County Mosquito and Vector Control District that serves on the Board of another agency or receives the training through his/her profession is only required to take the training once every two years. A copy of certificate of completion shall be provided to the District office.