## The Role of the Ethics Consultant During City Election Campaigns

Approved by City Council on April 15, 2008

## A. The Ethics Consultant will:

- 1. facilitate the August workshop for candidates for elective office, their consultants and volunteers. Media and the public are also invited to this workshop
- 2. facilitate the Final Word Forum the night before the election
- 3. facilitate the January post-election review for all candidates, their consultants, and others involved in the campaign. This review recognizes candidates and campaigns which build public trust, discusses the successes of the Vote Ethics citizen outreach, suggests Ethics Program goals for future campaigns, and discusses practical ways to continue to build public trust during future campaigns. Media and the public are also invited to this review
- 4. be available in the week following the August workshop to meet with candidates in specific races. This is a voluntary meeting to open lines of communication between candidates and to explore ground-rules and other methods to resolve communication issues during the campaign. The consultant would speak publically about the meeting only to correct any misrepresentation of the meeting
- 5. during the campaign, be available to facilitate communication, problem solving, and any issues with ground-rules candidates have agreed upon
- 6. discuss any general ethical issues candidates may have about flyers they are planning to send. The consultant will help candidates make their own decisions about such flyers by assisting them in working through the questions on the City's "pocket card" for making an ethical decision (distributed during the August workshop)
- 7. facilitate communication and problem-solving between candidates regarding mailers which candidates believe raise issues of honesty, fairness, respect, or public trust for the elected position sought. The consultant facilitates the clarification of any disputed facts by initiating direct communication between candidates or by other means. Candidates make any final decision about remedying honest mistakes, raising ethics issues during campaign debates, or suggesting unresolved ethics issues for potential discussion at the Final Word Forum
- 8. serve as an ethics and public trust resource for Council Members who are not running for election, but who wish to discuss potential ethics or public trust issues in their support of particular candidates
- send written suggestions on the ethics of candidate forums to all organizations sponsoring such forums and offer to meet in person to discuss ethics issues involved in structuring such a forum.
- 10. serve as resource to the City Manager, Deputy City Manager and the City Clerk (as Elections Officer)

## B. The Ethics Consultant will not:

- 1. review flyers, mailers, or other campaign materials prior to their public distribution
- 2. advise candidates on general campaign strategies and tactics
- 3. become involved in ethics complaints which appear to be primarily political, part of campaign strategy, or which involve legitimate interpretations candidates may make of each others' records, policies, or qualifications

March 31, 2008