



c/o Aging Division, Community Living Section
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POLICY NOTICE

Reference: Conflict of Interest

Policy Number: WSSB – 102114-23

Effective Date: September 10, 2014

This policy provides guidance to all Wyoming Senior Services Board (WSSB) members regarding the basis for determining conflict of interest.

Policy:

- Board members may be disqualified from engaging in discussions or making decisions where he or she cannot participate fairly in the proceeding because of substantial bias or prejudice with respect to any material fact or issue that must be resolved. A violation of this executive order can result in removal by the Governor. Further, executive order 1997-4 prohibits board members from making decisions which are not independent and impartial.
- Board members that have conflicts of interest should recuse themselves from participating in the discussion or voting on the matter. If a board member has a conflict of interest, the other board members can discuss that conflict on the record, and have their concerns noted in the minutes of the meeting. It is up to the board member with a conflict of interest to make the decision to recuse himself.

This policy approved at the Wyoming Senior Services Board meeting on September 10, 2014.
