



Advisory Committee Member Code of Conduct

Members appointed to Texas Health and Human Services Commission (HHSC) advisory committees represent the people of Texas. Members serve at the pleasure of the appointing authority. Appointments are made reflecting the diversity of Texans and in accordance with the categories reflected in statute, rule or the committee's bylaws. Each member brings a unique perspective. It is critical that all members respect and give fair consideration to diverse and opposing viewpoints to produce good public policy while maintaining ethical behavior which is key to public trust.

Members must:

1. Follow all policies and procedures in accordance with the advisory committee rules and/or bylaws established by HHSC and the committee to include completing required orientation and ethics training.
2. Limit discussions to information pertaining to the charge of the committee or information that is specifically requested by the Health and Human Services Executive Commissioner. Requests for information that inform the above must be reasonable in terms of response time and scope.
3. Display integrity and a positive work ethic and contribute in a meaningful manner by consistently attending meetings, reviewing the agenda and supporting materials distributed by staff prior to meetings, offering constructive comments, actively participating in discussions, and serving on subcommittees as needed.
4. Demonstrate professionalism while conducting committee business and during all interactions, treating committee members, staff, the public, and all others involved with the committee with dignity and respect.
5. Refrain from yelling, swearing, using offensive language or behaving in a way that is unreasonable, intimidating, hostile or harassing in nature or

could be construed as such in meetings or in any interactions with other committee members, staff, the public, or anyone else involved with the committee.

Failure to comply with #5 will result in HHSC ending a discussion or meeting.

Failure to comply with any part of the Code of Conduct may result in the member being removed from the advisory committee and/or losing consideration for future appointments.