

Advisory Committee Member

Code of Conduct

Members appointed to Texas Department of State Health (DSHS) 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. Only discuss information pertaining to the charge of the Committee or information that is specifically requested by the Executive Commissioner. Requests for information that informs the above must be reasonable in terms of response time and scope.
3. Display a strong and positive work ethic and contribute in a meaningful manner by consistently attending meetings, reviewing the agenda and supporting materials distributed by staff prior to the meeting, offering constructive comments, actively participating in discussions, and serving on subcommittees as needed.
4. Maintain a high level of integrity and professionalism, treating committee members, HHS staff, the public, and all others involved with the Committee with dignity and respect. Members must not yell, swear, use offensive language or behave 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.

NOTE: This document will be provided to both applicants and appointees during the following steps:

- 1) Application process by way of acknowledgement when they submit application.*
- 2) Appointment letter via a link*
- 3) During orientation and ethics training*