

## Overview of Ethics for Senior Leaders Script

Slide #	Script
Slide 1	<p><b>Title slide</b> Good morning! My name is Karen Share.</p> <p>Let's start out with a scenario....</p>
Slide 2	<p><b>Scenario</b> I'll read this as there are too many details for a slide.</p> <p>You are at a charity fundraiser along with many other local politicians, public figures, business people, and community leaders. Attendees include:</p> <ul style="list-style-type: none"> <li>• Leon County Sheriff Larry Campbell;</li> <li>• Tallahassee Democrat reporter Bill Cotterell; and</li> <li>• Your high school friend Bob, who is a lobbyist for the NoTax Party.</li> </ul> <p>Your spouse raises purebred Yorkies. He/she has all required business licenses and pays all appropriate taxes.</p> <p>Bob's wife picked up a puppy yesterday. At the party, Bob gives you a check for the market value of the puppy. You say, "Thanks, we can really use this!"</p> <p>Did you do anything wrong?</p>
Slide 3	<p><b>Objective</b> By the end of this overview, you will be able to:</p> <ul style="list-style-type: none"> <li>• analyze ethical dilemmas; and</li> <li>• determine the proper action.</li> </ul>
Slide 4	<p><b>Definition</b> Let's start out with the dictionary definition of ethics:</p> <ul style="list-style-type: none"> <li>• the discipline dealing with what is good and bad and with moral duty and obligation</li> <li>• a set of moral principles or values</li> <li>• a theory or system of moral values</li> <li>• the principles of conduct governing an individual or a group</li> </ul> <p style="text-align: right;"><i>-Webster's Ninth New Collegiate Dictionary</i></p> <p>Does anyone notice a word missing from these definitions?</p> <p>What about "law?"</p>

Slide 5	<p><b>Importance of Ethics</b> Why is ethics important?</p> <p>The reputation of the Department is directly shaped by our overall conduct and performance. Ethics instills confidence in our agency to fulfill our mission and administer laws fairly and consistently.</p> <p>Who do employees go to when they have an ethics question? <i>Their supervisor.</i></p> <p>Who do supervisors go to when they have an ethics question? They go to the management and leadership of the Department. <i>You</i> are a role model of ethical behavior!</p>
Slide 6	<p><b>Ethical Dilemmas</b> Is life always black or white?</p> <p>Of course not. Most situations are shades of gray. There are conflicting pressures, the desire to please people, justifications for our actions, the unlikely chance that anyone will find out, etc.</p> <p>How do we solve these dilemmas?</p>
Slide 7	<p><b>Legal Aspects</b> First, let's take a brief look at the legal aspects. Is the action a violation of any law, rule, or policy?</p> <p>Some of the pertinent laws and rules are:</p> <ul style="list-style-type: none"> <li>• PART III, CHAPTER 112, Florida Statutes, Code Of Ethics for Public Officers and Employees;</li> <li>• Executive Order 11-03, Ethics and Open Government;</li> <li>• Governor's Code of Ethics;</li> <li>• Florida Commission on Ethics. On their web site you can find information on "specified employees," or those who are required to file financial disclosure, gifts, and prohibited conduct. <b>Question:</b> is it OK to accept <i>any</i> gift from a lobbyist? NO!</li> <li>• DOR Standards of Conduct. As we know, new DOR Standards of Conduct just came out.</li> </ul> <p>Another resource is the DOR Ethics Officer, Inspector General Sharon Doredant. Links to these additional resources are provided in the handout in your packet.</p>
Slide 8	<p><b>Moral Aspects</b> For legal guidance we can consult law books and attorneys. The moral aspects are harder to determine. Some places you can get help are:</p> <ul style="list-style-type: none"> <li>• DOR Values;</li> <li>• a trusted friend; and</li> <li>• your own gut instincts.</li> </ul>

Slide 9	<p><b>Moral Aspects</b> Here are three tests to help you wade through the moral morass:</p> <ul style="list-style-type: none"> <li>• <b>The smell test:</b> Does this action have an indefinable odor of corruption that makes you or others drop your jaw in disbelief?</li> <li>• <b>The Mom test:</b> Would you tell your Mom about this? What would she say?</li> <li>• <b>The newspaper test:</b> How would it look if your action were on the front page of the Tallahassee Democrat?</li> </ul> <p>It's always easier to do the right thing than undo a wrong. If you do make a mistake, take <i>immediate</i> steps to correct the situation. Always avoid the <i>appearance</i> of impropriety. An action may appear to others to be unethical, even though there is no technical ethical violation.</p>
Slide 10	<p><b>Scenario</b> Let's look back at our scenario:</p> <p>Is there any violation of law, rule, or policy? Does it pass the smell test? Would you tell your Mom about this? How would it look on the front page of the Democrat?</p> <p>Remember, an act may appear unethical, even if you did nothing wrong. It is easier to avoid any <i>appearance</i> of impropriety than to defend your actions later.</p> <p>Are there any questions?</p>
Slide 11	<p><b>Review</b> Let's see what you now know about leadership ethics.</p> <p>What are three tests for whether or not an action is moral?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The Newspaper Test</li> <li><input type="checkbox"/> The Litmus Test</li> <li><input type="checkbox"/> The Smell Test</li> <li><input type="checkbox"/> The Mom Test</li> </ul> <p>Correct! The three tests are the Newspaper Test, Smell Test, and Mom Test.</p>
Slide 12	<p><b>Congratulations!</b> Congratulations! You have completed <i>Overview of Ethics for Senior Leaders</i>.</p>