

A Code of Ethics complaint MAY NOT be filed against the following:

Employees or officials of other governmental agencies, including but not limited to: the State of Texas, School Districts, the City of El Paso, Hospital Districts, and Emergence Health Network, *as well as,*

A Judge of any kind, *and*

Private Attorneys when not participating in the performance of a County governmental function.

A Code of Ethics complaint MAY be filed against the following:

A complaint can be filed against a County Officer, including the following:

County Judge
County Commissioners
Constables
County Attorney
County Clerk
County Sheriff
County Tax Assessor
District Attorney
District Clerk
BCMHC Collaborative Director
Chief Technology Officer
Communications Director
County Auditor
DRO Executive Director
Elections Administrator
Family & Community Services Director
Human Resources Director
Medical Examiner
Public Defender
Purchasing Director
Road & Bridge/Public Works Director

A complaint can be filed against a person appointed by the commissioners court or by a county officer to a position on one of the following, whether the position is compensated or not: an authority, board, bureau, commission, committee, council, department, district, division, or office of the county including, but not limited to the following:

El Paso County Hospital District Board
El Paso County Civil Service Commission
Emergency Service District 1
Emergency Service District 2
El Paso County Housing Finance Corporation
El Paso County Risk Pool Board
Sheriff's Dept. Civil Service Commission
El Paso Mission Trail Zoning and Planning Commission
El Paso County Housing Authority Board
El Paso County Historical Commission
El Paso County Ethics Commission
El Paso County Revolving Loan Board; or

a multi-jurisdictional board including, but not limited to the following:*

Central Appraisal District
E911 Enhanced Communication Board
El Paso Mental Health and Mental Retardation Board of Trustees
Purchasing Board
Tax Increment Reinvestment Zone Number 5 (TIRZ);

*Only those persons appointed to the multi-jurisdictional boards by El Paso County are subject to the Code. Persons appointed by other entities are not subject to the Code.

A complaint can be filed against a County Employee.

A complaint can be filed against an attorney at law, including the 34th Judicial District Attorney or his assistant prosecutors, or a notary public, when participating in the performance of a county governmental function. This provision does not include an attorney at law when exercising prosecutorial discretion or the marshalling or allocation of prosecutorial resources, which are state governmental functions.

County governmental functions include the activities regulated by the following Sections of the Code: Procurement, Conflict of Interest in Employment Practices, Outside Employment, Post Employment Restrictions, Gifts and/or Benefits, Statement of Financial Interest, Political Activity, Reporting Violations of the Code of Ethics, Training, and Lobbyists.

A complaint can be filed against a candidate for nomination or election to an elected county office.

A complaint can be filed against a person while serving as an appointed review officer on a standing preliminary review committee.

About what may I file a complaint?

The Code of Ethics regulates limited types of conduct. Before you file a complaint, review the Code and identify which sections of the Code cover the conduct you wish to complain about. If you cannot identify which sections of the Code apply, then the conduct is probably not covered by the Code.

Who may file a complaint?

An individual who is 18 years of age or older may file a sworn complaint.

How do I file a complaint?

The complaint must be filed in accordance with the rules of the Commission. The complaint must be filed with the Commission using the form adopted by the Commission which can be obtained on the County of El Paso Ethics Commission website (www.epcounty.com/ethicscom).

Where do I file a complaint?

The complaint shall be submitted to the address listed on the complaint form.

Is there a deadline to file a complaint?

A complaint shall be filed within 180 days of the date the alleged conduct is discovered. The Standing Preliminary Review Committee may waive the 180 day filing deadline for good cause shown. In no event, may a complaint be filed later than 2 years from the date of the alleged conduct. For purposes of this section, a complaint is filed on the date it is hand-delivered to the Commission or on the date that it is deposited in the mail or with a common or contract carrier, properly addressed, with postage prepaid.

For further information, please contact the Ethics Commission at:

**800 E. Overland, Suite 223
El Paso, TX 79901**

Phone: (915) 546-2218

Fax: (915) 546-8126

Email: humanresources@epcounty.com



County of El Paso Ethics Commission

**Everything you need to know about
*How to File a Complaint under
the Code of Ethics ("the Code")***

