

---

# SHS Regional Policy & Oversight Committee

# Metro Advisory Committee Manual

*A Guide to Public Meetings, Conflicts of Interest, Ethics,  
Public Records, and Political Campaign Restrictions*

## Welcome to the SHS Regional Policy & Oversight Committee

---

Thank you for your willingness to serve on the SHS Regional Policy and Oversight Committee (SHS RPOC). As a committee member, you play an important role in the public decision-making process. Whether this is your first appointment or you have served on public bodies before, this manual is designed to be a practical reference and something you can return to whenever a question comes up.

This manual covers the key laws and responsibilities that apply to all members of public bodies in Oregon. It is not a substitute for legal advice. When in doubt, ask staff or the Metro Attorney's Office.

**Remember:** *When in doubt, ask. It is always better to raise a question before acting than to discover a problem afterward.*

## Section 1: SHS Program & RPOC Committee Overview

---

### The Supportive Housing Services (SHS) Program

The Supportive Housing Services (SHS) program was created by Metro voters in May 2020 through Measure 26-210, which declared regional homelessness services a matter of metropolitan concern and established a dedicated funding stream (a 1% marginal income tax on higher earners and a 1% business profits tax) to prevent and reduce homelessness across Washington, Clackamas, and Multnomah counties. The Measure also expressly established a community oversight committee to evaluate and approve local plans and monitor program outcomes.

The SHS Program operates through a regional structure in which each county receives an allocation of funds based on estimated revenue collected within its boundaries and implements services through local implementation plans. Clackamas, Multnomah, and Washington counties each serve as local implementation partners, responsible for delivering services and reporting on outcomes consistent with regional goals. Metro collects the tax revenue and administers the program at the regional level, including distributing funds to counties and providing oversight and accountability functions.

### Oversight of the SHS Program

The SHS Regional Policy and Oversight Committee (RPOC) is the primary regional oversight body for the SHS Program. Established by Metro Council in December 2025 by Ordinance No. 25-1539, the RPOC consolidates the functions previously held by two separate bodies (the SHS Oversight Committee and the Tri-County Planning Body) into a single 22-member committee.

The RPOC includes elected officials from Metro, each of the three counties, and representative cities serving alongside non-elected members with expertise in homelessness services and lived experience.

### SHS RPOC Responsibilities

The committee's core responsibilities include evaluating local implementation plans, monitoring program expenditures, establishing regional performance indicators and goals, providing guidance on regional investment strategies, and reporting annually to Metro Council and the county boards of commissioners on program performance, challenges, and outcomes.

## Section 2: You Are a Public Official

---

As an SHS RPOC member, you are a “public official” for purposes of Oregon’s public meetings, ethics, and conflicts of interest laws. You are also governed by Metro’s conflicts of interest laws. Consequently, it is important for you to understand these laws and why they apply to you. You may not have realized that committees of a local government are considered “public bodies” just the same as is the Metro Council, County Boards of Commissioners, and City Councils. Further, the RPOC as a whole is a 'governing body' of the public body because at least two of its members have authority to make decisions for a public body (RPOC) or recommendations to a public body (Metro Council) on matters of policy or administration.

### What Is a Public Body?

In Oregon, a "public body" includes the state, any county, city, district, municipal or public corporation, and any board, department, commission, council, bureau, **committee**, **subcommittee**, advisory group, or other agency thereof. Because you have been appointed to serve on a Metro advisory committee, you are a member of a public body.

### What Is a Governing Body?

A "governing body" is the group of two or more members who have authority to make decisions for a public body, or to make recommendations to a public body on policy or administration. Most Metro advisory committees are governing bodies because they make recommendations, even if they do not have final decision-making authority.

### Why These Laws Matter

Oregon law requires that government operate in the open. The public has a right to observe deliberations, to access public records, and to trust that officials act in the public interest and not for personal gain. These are not just legal requirements; they are the foundation of public trust.

### Elected Official vs. Non-Elected Official SHS RPOC Members

Some of you already serve as elected officials for local government jurisdictions and you are likely familiar with these requirements. For elected officials, this manual provides a useful review. For those who are newly appointed and have not previously served in a public capacity, please read each section carefully. The same rules apply to both elected officials and appointed members who are not elected officials. Each of you is a “public official” as a member of the SHS RPOC.

## Section 3: Oregon Public Meetings Law

---

Oregon's Public Meetings Law (ORS Chapter 192) requires that the meetings of governing bodies of public bodies be open to the public. This law reflects the fundamental principle that government decisions should be made in the open, not behind closed doors.

### What Is a Meeting?

A "meeting" is the convening of a governing body for which a quorum is required in order to decide something or to deliberate toward a decision on any matter.

"Convening" includes:

- Gathering in a physical location
- Using electronic, video, or phone technology to communicate simultaneously
- Using a series of successive or sequential electronic written communications (email, text), referred to as "serial" communications
- Using an intermediary to communicate among members

### What Is a Quorum?

A quorum is the minimum number of members required for the body to conduct business. Absent a specific rule, a quorum is typically a majority of the governing body's members. For the SHS RPOC **a quorum is 10 voting members**.

A gathering of fewer than a quorum is not a "meeting" under the law, unless serial electronic communications or an intermediary is used to effectively convene a quorum.

### Be Careful of Inadvertently Convening a "Meeting"

We generally tend to think of a "meeting" as something that occurs when committee members are together at their regularly scheduled gathering to discuss committee business. But Oregon Public Meetings Law defines a "meeting" more broadly, and committee members should be careful about inadvertently convening a "meeting." Below are some real-world examples of the potential to inadvertently convene a meeting:

- **Example 1 — Social gathering:** Committee members run into each other at a community event or social gathering and begin discussing a pending agenda item. If a quorum is present and deliberation occurs, it may be a public meeting even though it was unplanned.
- **Example 2 — "Reply All":** A staff member or committee member emails information about a pending decision or agenda item. A second committee member "replies all" to the first email. This constitutes a quorum discussing a pending decision or agenda item and a meeting has occurred.
- **Example 3 — Social media posting:** A staff member or committee member posts something on social media involving a pending SHS RPOC decision or agenda item. At least 10 other committee members post a responsive comment. This could constitute a quorum discussing a pending decision or agenda item, and a meeting may have occurred.

## Safe Practices

- Never “reply all” to an email, text, or other written communication that discusses a pending decision or agenda item.
- At social events, avoid substantive discussion of committee business if a quorum could be present.
- When in doubt, save the discussion for a regularly scheduled meeting.

## Core Requirements of Public Meetings

### Open to the Public

All SHS RPOC meetings must be open to the public unless an executive session is authorized by statute. The public must be permitted to attend and observe.

### Notice

The public must receive adequate notice of all meetings. Notice must include the time, date, location, and a general description of the agenda. For emergency meetings, notice requirements are relaxed but the emergency must be a genuine one. It is unlikely that the SHS RPOC would need to call an emergency meeting.

### Minutes

Minutes must be kept of all SHS RPOC meetings. Minutes must include, at a minimum, all motions made, all votes taken (including how each member voted), and any other official action. Metro staff will ensure that appropriate minutes are taken.

## What Is NOT a Meeting?

The Public Meetings Law does not apply to:

- On-site inspections of projects or programs (but deliberations must not occur during an inspection)
- Attendance at a national, regional, or state association meeting to which the members belong
- Communications among members that are purely factual or educational in nature and convey no deliberation
- Communications not related to any matter that could reasonably come before the body
- Nonsubstantive communications such as scheduling
- Purely social gatherings where no official business is discussed

## Executive Sessions

An executive session is a portion of a meeting that is closed to the general public. Executive sessions are only permitted for specific statutory reasons. They are unlikely to occur at an SHS RPOC meeting.

## Section 4: Serial Meetings — A Special Caution

---

One of the most common unintentional violations of Oregon’s Public Meetings Law involves serial communications. This is a situation in which a quorum of the governing body deliberates or reaches decisions through a series of private communications rather than in a public meeting.

### What Is a Serial Meeting?

A serial meeting occurs when members individually pass along information or opinions about committee business in a sequence. Simply put, this involves a “series” of communications—whether written or verbal—between enough individuals that cumulatively adds up to a quorum of committee members. If enough members participate in this chain (or “series”) to reach a quorum, then a “meeting” has occurred even though the individuals themselves never met together.

In 2023, the Oregon Legislature updated the definition of “convening” to expressly include serial electronic written communications (such as email and text messaging) and communications through an intermediary. This also includes verbal communications. This means that a chain of emails or texts among members can constitute a meeting, *even if no individual email or text involves more than one other member*.

### Real-World Examples

- **Example 1 — Phone calls or text messages:** Member A calls or texts Member B to discuss a matter. Then Member B calls or texts Member C with the same discussion. This continues among various members, individually, until 10 voting members have been contacted. A quorum has effectively communicated, and this may violate the law.
- **Example 2 — Verbal discussions and Text/Talk Combos.** Similar to multiple text messages among various members, verbal discussions and a text/talk combination with enough members can also create a meeting if a quorum is reached among the individual members.

This can happen when various members discuss a particular committee business topic verbally, by text, or a combination that casually happens over time and ultimately involves a quorum of committee members. This is true even if the committee members are unaware at the beginning that a quorum will eventually be reached. This is admittedly a tricky situation for a committee like RPOC that has several elected officials and individuals working and lobbying on housing issues outside the committee.

### Safe Practices

To avoid unintentional violations:

- Do not discuss committee business with other members outside of properly noticed public meetings.
- Avoid group email or text threads about pending business.
- If staff sends you information about a pending matter, do not respond or share your views with anyone other than staff.
- When in doubt, save the discussion for the meeting.

**The Attorney General’s guidance:** *The determinative factors for whether a public meeting has been convened are whether a sufficient number of officials are involved, what they*

*discuss, and the purpose for which they discuss it, and not the time, place, or manner of their communications*

*[Note, however, that while the Oregon Attorney General’s Public Meetings and Records Manual (2024) is instructive and likely to be persuasive to a final decisionmaker, the Attorney General is not the final decision-making authority on alleged violations. The ultimate decisionmakers are the Oregon Government Ethics Commission and Oregon courts.]*

## Section 5: Oregon Public Records Law

---

Oregon's Public Records Law (ORS Chapter 192) gives every person the right to inspect and copy public records, subject to specific exemptions. As a committee member, you should be aware of the records the SHS RPOC creates.

### What Is a Public Record?

A public record is any writing that contains information relating to the conduct of the public's business and is prepared, owned, used, or retained by a public body. This is true regardless of the physical form of the record. Public records include emails, text messages, chats, instant messages, handwritten notes, photographs, video recordings, maps, and computer files, among others.

If a record relates to the business of your committee and you created or received it in your capacity as a committee member, it is likely a public record, **even if it is stored on your personal device.**

### How to Respond to a Public Records Request

It is unlikely that you will ever receive a public records request directed to you personally. However, if you do receive a request:

- Forward it to staff immediately. Do not attempt to respond on your own.
- Do not delete or destroy any records that may be relevant.

### Your Personal Email, Texts, and Devices

This is an area of increasing importance. If you conduct committee business using your personal email, phone, or other device, those communications may still be public records. Oregon courts have held that records relating to public business do not become private simply because they are stored on personal devices.

**Email.** For this reason, all email related to the committee's work should be copied to Metro staff. Staff will maintain copies of all communications and documents between Metro and the committee and respond in the event of a public records request.

Note that if any committee member uses personal email for committee business that is not copied to staff, it could be subject to a public records request. If a public records request occurs, the committee member would be responsible for searching their email and providing those emails to Metro. Consequently, **Metro strongly discourages personal email exchanges** between committee members regarding committee business.

**Texts.** Committee member texts to other committee members regarding committee business are also public records. As with emails, if a public records request occurs, the committee member would be responsible for searching their texts and providing applicable texts to Metro. Consequently, **Metro strongly discourages text exchanges** between committee members regarding committee business.

### Record Retention

Public records must be retained for minimum periods set by the Oregon State Archives. Different types of records have different retention schedules. Metro has a designated records officer responsible for

compliance. As above, committee members should provide all their public records to Metro staff, who will manage retention.

### **Additional Resources**

Oregon Attorney General's *Public Meetings and Records Manual (2024)*

<https://www.doj.state.or.us/oregon-department-of-justice/public-records/attorney-generals-public-records-and-meetings-manual/>

## Section 6: Conflicts of Interest

---

Conflicts of interest are one of the most common ethics issues committee members encounter. In addition to state law, Metro has also adopted its own Code of Ethics that applies to all Metro public officials (see Metro Code Chapter 2.17).

Oregon law distinguishes between two types of conflicts of interest. The main distinction is whether the action “will” result in a private financial benefit versus whether it “could” result in a private financial benefit.

### Actual Conflict of Interest

An **actual** conflict of interest exists when your action, decision, or recommendation as a public official **would** result in a private financial benefit or detriment to you, your relative, or a business with which you or your relative is associated.

### Potential Conflict of Interest

A **potential** conflict of interest exists when your action **could** result in a financial benefit or detriment to you, your relative, or an associated business, even if it is not certain.

### Who Are Your Relatives?

Conflicts of interest apply not only to the public official themselves (the RPOC member), but also to that official’s “relatives.” The term “relative” is fairly broad under Oregon’s conflict of interest laws but does not include some individuals that you might expect (like an aunt or uncle). Essentially, it applies to the official’s parents, children, siblings, spouse, the spouse’s relatives, and close step relatives. Here is the full list:

**Relatives.** *Under Oregon ethics law (ORS 244.020), the conflict of interest analysis applies to the public official themselves, their spouse, their parents and stepparents, their children, their siblings and stepsiblings, their sons-in-law and daughters-in-law, the parents and stepparents of their spouse, the children of their spouse, the siblings and stepsiblings of their spouse, the sons-in-law and daughters-in-law of their spouse, and any individual for whom the public official has a legal support obligation.*

Note that the analysis also applies to any person residing in the **same household** as the public official regardless of whether they are a relative.

### Exceptions — When There Is No Conflict

No conflict of interest exists in the following situations:

- The action would affect you in the same way it affects an entire industry, occupation, or group of which you are a member. In other words, the impact is not unique to you personally.
- Your connection is only as a member or non-compensated board member of a nonprofit tax-exempt corporation.

### What to Do When You Have a Conflict

When you identify an actual or potential conflict of interest, you must:

- Announce publicly the nature of the conflict before taking any action on the matter.

- If the conflict is **actual**: refrain from participating in discussion, debate, or voting on that matter. This means that you should leave the table during any presentation or discussion, deliberation, and vote on the matter.
- If the conflict is **potential**: after announcing the potential conflict, you can still participate in discussion, debate, and voting on that matter.

You are only required to announce the conflict once per meeting, even if the matter comes up multiple times at that meeting. However, you must also announce the conflict at each new meeting in which the topic arises, even if you have already announced it at a prior meeting.

**Key rule:** *When in doubt, disclose. Announcing a conflict — even a potential one — is almost always the right call. Silence is not protection and in many cases the appearance of a conflict undermines the public’s trust.*

### Additional Resources

Oregon Government Ethics Commission’s *Guide for Public Officials*

<https://www.oregon.gov/ogec/pages/guide-for-public-officials.aspx>

## Section 7: Ethics

---

Oregon's ethics laws are found primarily in ORS Chapter 244 (Government Ethics) and are administered by the Oregon Government Ethics Commission (OGEC). As noted above, Metro has also adopted its own Code of Ethics that applies to all Metro public officials (see Metro Code Chapter 2.17). All SHS RPOC members are "public officials" under ethics law and must comply with it.

### The Basic Standard

As a public official, you must treat your position as one of public trust. You may not use your official position to obtain personal financial benefit that would not otherwise be available to you because of your position. This applies to you, your relatives, and any business with which you or your relatives are associated.

### Gifts

#### The \$50 Annual Limit

You may not solicit or receive gifts with an aggregate value exceeding \$50 per calendar year from any single source that has, or could reasonably be known to have, a "legislative or administrative interest" before the committee. This means an economic interest in matters that could come before the SHS RPOC.

This limit applies to you, your relatives, and members of your household.

#### What Is NOT a Gift?

The law excludes certain items from the definition of "gift." Some common exclusions include:

- Informational materials provided for your use as a public official
- Food and beverage consumed at a reception, meal, or meeting attended in an official capacity. This exception does not apply to private meals
- Items available to the general public on the same terms
- Anything from a source that could not reasonably be known to have a legislative or administrative interest in your committee

**Practical tip:** *If you are unsure whether something counts as a gift or whether a source has an interest before your committee, decline it or check with staff or the Metro Attorney before accepting.*

### Prohibited Use of Official Position

You may not use or attempt to use your official position or office to obtain financial gain or avoid financial loss for yourself, your relatives, or any associated business, if that gain or avoidance would not otherwise be available but for your position.

Additional prohibitions include:

- You may not solicit or accept any pledge or promise of future employment if the understanding is that it would influence your vote or official action.
- You may not use confidential information gained through your position for personal financial gain.

## Section 8: Restrictions on Political Campaigning

---

Oregon law places restrictions on when and how public officials may engage in political activity. The primary statute is ORS 260.432, which prohibits public employees from engaging in certain political advocacy while on the job during working hours or when acting in their official capacity.

Although you are not a public employee, the Secretary of State's manual considers appointed board, commission, and committee members to be "employees" for purposes of the prohibitions on political campaigning.

This section summarizes those rules as they apply to SHS RPOC members.

### Does ORS 260.432 Apply to Committee Members?

Yes. Appointed board and commission members are considered public employees under ORS 260.432 when they are acting in their official capacity. This includes attending a committee meeting, working on a duty assigned by the committee, contributing to official publications or website materials, or appearing at an event as a committee representative.

**Key rule:** *If you are serving in an official capacity, the restrictions of ORS 260.432 apply to you. This includes attending a meeting, working on committee business, or appearing as a committee representative.*

### What Does ORS 260.432 Prohibit?

While acting in an official capacity as a committee member, you may not solicit money, influence, service, or other things of value, or otherwise promote or oppose any of the following:

- Any political committee
- The nomination or election of any candidate for public office
- The gathering of signatures on an initiative, referendum, or recall petition
- The adoption or rejection of any ballot measure
- The recall of any public office holder

No public official may use public funds or public resources to promote or oppose any of the activities listed above.

### When Are You Acting in an Official Capacity?

It is not always easy to know when you are acting in an official capacity. The following activities are always considered official, regardless of time of day or location:

- Attending any meeting of the committee
- Working on a duty assigned by the committee
- Appearing at an event as a representative of the committee

If you apply for expense reimbursement for attending a function, that function is considered part of your official capacity. The test is whether you are performing a committee duty or appearing as a committee representative.

**Practical tip:** *If there is any potential for confusion about whether you are acting in a personal or official capacity, announce clearly to the audience that you are not representing the committee and are speaking solely as a private citizen.*

## What Is Still Permitted?

ORS 260.432 does not prohibit political activity entirely. Committee members retain the right to engage in political activity on their own personal time, acting in a private capacity. Specifically, you may:

- Display political stickers on your personal vehicle or post political signs in your personal workspace, subject to employer policies
- Verbally express political views during your personal time
- Endorse candidates or measures using your official title, as long as you are acting on your own personal time and not in an official capacity when you authorize the use of your title

The critical distinction is always between personal time and official capacity. A committee member who attends a political event on their own time, as a private citizen or in their elected office capacity, is generally free to participate. A committee member who attends a public event in their role as a committee member may not.

## Use of Public Resources

No committee member or public official may use public funds or public resources to promote or oppose any candidate, measure, recall, petition, or political committee. This includes using official letterhead, websites, email lists, or Metro staff time for political advocacy.

**Key rule:** *Using public resources for political advocacy is prohibited regardless of whether you are “on the job” as an RPOC member or acting in a personal capacity at the time. This includes using the committee’s website or staff time.*

## Practical Scenarios

- **You attend a committee meeting and a candidate asks for your endorsement:** You may not endorse them at the meeting. You are acting in an official capacity. You may follow up in your personal capacity at a later time outside of your committee role.
- **You want to wear a political button to a committee meeting:** This is likely prohibited. You are acting in your official capacity at a committee meeting, and wearing political insignia in that context may constitute advocacy under ORS 260.432.
- **A ballot measure affecting your committee’s subject matter is on the ballot:** You may not use committee meetings, official publications, or any public resources to promote or oppose the measure. While you may discuss its potential effects impartially when asked in your official capacity, members should exercise caution when doing so. Applicable guidance from the Oregon Secretary of State requires that those discussions be impartial and balanced, such as describing both what will happen if a measure passes **and** what will happen if a measure fails.
- **You want to sign a letter of support for a candidate using your committee title:** You may use your title if you are acting on your personal time and it is clear you are not representing the committee. You should include a disclaimer stating that the endorsement is made in a personal capacity.

## Complaints and Penalties

Any Oregon elector may file a complaint with the Oregon Secretary of State Elections Division alleging that a public employee violated ORS 260.432. The Elections Division may also initiate its own investigation. If a violation is found, the Elections Division has authority to issue civil penalties. Alleged violators may contest those penalties through an administrative hearing process.

**Remember:** *When in doubt about whether a planned activity crosses the line, err on the side of caution or consult with staff or the Metro Attorney's Office before acting.*

## Additional Resources

Oregon Secretary of State — Restrictions on Political Advocacy by Public Employees (2024):  
<https://sos.oregon.gov/elections/documents/restrictions.pdf>

Oregon Secretary of State Elections Division: 503-986-1518 | [elections.sos@sos.oregon.gov](mailto:elections.sos@sos.oregon.gov) |  
[www.oregonvotes.gov](http://www.oregonvotes.gov)

## Section 9: Other Applicable Metro Policies

---

In addition to complying with state and Metro laws on ethics, public records, public meetings, and political campaigning, committee members are expected to comply with the following applicable Metro policies:

- Anti-Bullying Policy
- Discrimination & Harassment-Free Workplace Policy
- Gender Inclusion Policy
- Non-Retaliation Policy
- Violence-Free Workplace & Restriction of Weapons Policy
- Whistleblower Policy
- Ethics Policy
- Records & Information Management Policy
- Public Records Request Policy & Procedures

## Section 10: Quick Reference — Do's and Don'ts

---

### Public Meetings

- **DO:** attend all publicly noticed meetings.
- **DO:** ensure that any decisions are made in open, properly noticed public meetings.
- **DO:** keep executive session discussions confidential.
- **DO NOT:** deliberate toward decisions in private, whether in person, by phone, text, or by email.
- **DO NOT:** discuss committee business with other members outside of a properly noticed meeting if a quorum could be involved.

### Public Records

- **DO:** forward any public records requests to staff immediately.
- **DO:** use official communication channels for committee business.
- **DO:** forward or copy the designated Metro staff person on any email or other correspondence that relates to Metro oversight committee business to ensure that Metro retains the public record appropriately and can make such record available upon request.
- **DO NOT:** delete or destroy records that may be subject to a pending or anticipated records request.
- **DO NOT:** respond to a records request on your own without involving staff and legal counsel.
- **DO NOT:** assume that records on your personal device are private if they relate to committee business.

### Ethics

- **DO:** treat your position as a public trust.
- **DO:** disclose actual or potential conflicts of interest at the start of any discussion of the relevant matter.
- **DO:** recuse yourself from discussion and voting when you have an actual conflict of interest.
- **DO:** track gifts from sources with an interest before your committee and stay under \$50 per year per source.
- **DO NOT:** use your position for personal financial gain.
- **DO NOT:** accept gifts above the \$50 annual limit from interested parties.
- **DO NOT:** use confidential information gained through your role for personal benefit.

### Political Campaigning

- **DO:** engage in political activity on your personal time, in your personal capacity.
- **DO:** make clear when you are acting in your personal capacity, not as a committee member, especially if using your title.
- **DO NOT:** engage in political campaigning while acting in your official capacity as a committee member.
- **DO NOT:** support or oppose a candidate, measure, recall, or petition while attending a committee meeting or performing committee duties.

- **DO NOT:** use committee resources, email lists, staff time, or official publications to promote or oppose any political campaign or measure.
- **DO NOT:** allow a candidate or political group to use your title in campaign materials without first confirming you are acting in a personal capacity.

## Section 11: Resources and Contacts

---

### Oregon Government Ethics Commission (OGEC)

The OGEC administers ORS Chapter 244, issues advisory opinions, and investigates complaints. Members may request written advice from the Commission about ethics questions.

Website: [www.oregon.gov/ethics](http://www.oregon.gov/ethics)

Phone: (503) 378-5105

### Oregon Attorney General — Public Records and Public Meetings

The Attorney General's office publishes the Public Meetings and Public Records Manual referenced throughout this guide.

Website: [www.doj.state.or.us](http://www.doj.state.or.us)

---

*This manual is a general educational guide for committee members. It is not legal advice.  
Please consult an attorney if you have specific questions.*

Sources: ORS Chapter 244 (Government Ethics) | ORS Chapter 192 (Public Meetings and Records) | Oregon AG Public Meetings and Records Manual (2024) | Oregon Ethics Commission Guide for Public Officials (2021) | League of Oregon Cities Municipal Handbook Ch. 8 (2025) | Metro Code Chapter 2.17 (Ethics)