

NC ADVISORY COUNCIL FOR STUDENT SAFETY & WELL-BEING

Conflict of Interest & Public Records Disclosure

CONFLICTS OF INTEREST

In accordance with the State Government Ethics Act, it is the duty of every Advisory Council member to avoid both conflicts of interest and the appearance of conflicts of interest. If any Advisory Council member has any known conflict of interest or is aware of facts that might create the appearance of such conflict, with respect to any matters coming before the Advisory Council today, please identify the conflict or the facts that might create the appearance of a conflict to ensure that any inappropriate participation in that matter may be avoided. If at any time, any new matter raises a conflict during the meeting, please be sure to identify it at that time.

PUBLIC RECORDS

N.C. Gen. Stat. § 132-1(b) declares that “public records and public information compiled by the agencies of North Carolina government or its subdivisions are the property of the people.”

Providing access to government records in accordance with state law is an important part of the everyday duties of office holders, government employees, and appointed and elected members of government boards and commissions, including advisory councils.

The Public Records Act defines public records broadly:

- Public records are any type of document “made or received pursuant to law or ordinance in connection with the transaction of public business by any agency of North Carolina government or its subdivisions.”
- Records created or received in the transaction of public business by cabinet agencies, their appointed leadership, employees, commissions and committee members, or contractors are covered by the Act.
- Records related to public business that are created or transmitted through non-governmental accounts may nevertheless be public records.
 - Thus, public business conducted using text messages from an advisory council member’s personal mobile phone or emails from a personal email account may be public records.
- The Governor’s Office General Counsel team will provide a training on public records to Advisory Council members to ensure all understand their responsibilities under state public records rules. The Governor’s Office General Counsel team is intending to offer a few options so that people can pick a time that works better for their schedule. We will share information on dates/times for the forthcoming trainings.