DIX HILLS FIRE DISTRICT

WHISTLEBLOWER POLICY

WHEREAS, as a fire district and political subdivision of the State of New York, the Fire District is subject to the provisions and requirements of the state and federal laws which provide certain protections to public employees; and

WHEREAS, applicable law and good governance standards dictate that fire districts establish written policies and procedures on personnel issues including policies protecting employees from retaliation for disclosing information concerning acts of wrongdoing, misconduct, malfeasance, or other inappropriate behavior by an employee, officer or agent of said district or its fire department relative to financial, operational, and safety issues that might affect the workplace or the efficient and effective operation of the district and department; and

WHEREAS, the Fire District has already established and adopted a Code of Ethics to govern the conduct of employees and officers; and

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WHEREAS, the Board of Fire Commissioners of the Fire District has now determined that it is appropriate to adopt a Whistleblower Policy to govern the operation of the Fire District and the Fire Department.

NOW, THEREFORE BE IT RESOLVED, that the Board of Fire Commissioners of the Fire District hereby adopts the following Whistleblower Policy:

1. It is the policy of Fire District to encourage employees and officers to report illegal or unethical practices. For the purposes of this policy the term "employee" shall refer to both paid employees of the fire district and the volunteer firefighters of the fire department.
2. Employees or officers who have a reason to believe or suspect that the Fire District, the Fire Department, their agents, employees, officers or contractors are acting illegally or engaging in unethical practices or acting in a manner contrary to applicable laws must report such activity. Broad categories of suspect conduct include, but are not limited to: violation of law or government regulations; violation of Fire District or Fire Department policy; mismanagement; waste of Fire District and the Fire Department and/or taxpayer funds; abuse of personnel in the Fire District and the Fire Department; and wrongful conduct. Some examples include, but, are not limited to: dishonest acts and/or fraudulent activity; harassment; discrimination; violation of controlled substance laws; embezzlement; theft; destruction, removal or concealment of property; alteration or falsification of paper or electronic documents; false claims and/or misrepresentation of facts; violation of New York State or federal workplace safety laws and rules, and inappropriate use of computer systems (including hacking, software piracy, viewing and/or sending unlawful or obscene emails or websites).
3. Any issues or concerns of this type should be brought to the attention of the Chief of Department by members of the fire department and to the Chairperson of the of the Board of Fire Commissioners by paid employees and district officers. If the Chief or Chairperson

is involved in the complained of action, the employee or member may bring this matter to the attention of the other such officer.

4. No officer, or employee, including those of a contractor, may, directly or indirectly, use or attempt to use his/her official authority or influence for the purpose of intimidating, threatening, coercing, commanding, influencing or attempting to intimidate, threaten, coerce, command or influence any individual for the purpose of interfering with the right of such individual to disclose information relative to illegal activity or misconduct. Pursuant to this section, "use or attempt to use official authority to influence" includes promising to confer or conferring any benefit or threatening to effect any reprisal.
5. The Board of Fire Commissioners shall cause such investigation to be conducted as may be appropriate. In conducting an investigation, best efforts shall be used to keep confidential the identity of the person providing the information which initiated the investigation, unless it is determined that it will be necessary for that person to given testimony in a formal proceeding such as a disciplinary hearing or it is determined that the information was provided other than in good faith. The result of any investigation shall be reported to such other agency as is deemed appropriate.
6. The Fire District will not tolerate any form of retaliation against an officer or employee for raising concerns about practices within the Fire District and the Fire Department.
7. Nothing contained herein shall act to prevent such employee or officer from reporting improper or illegal activities to law enforcement agencies or other agencies and authorities of the local, state and federal governments, and this policy is not meant to dissuade employees and officers from such actions.

This resolution shall take effect immediately.

The adoption of the foregoing policy in the form of a resolution was duly put to a vote and upon roll call the vote was as follows:

Chairman Feld	) AYE/NAY/NOT PRESENT
Commissioner Berkowitz	) AYE/NAY/NOT PRESENT
Commissioner Cohen	) AYE/NAY/NOT PRESENT
Commissioner Plumitallo	) AYE/NAY/NOT PRESENT
Commissioner Weisbrot	) AYE/NAY/NOTPRESENT

The resolution was thereupon duly adopted.

Dated: Dix Hills, New York
June 8, 2022