



Sex Offender Management Board

Office of Domestic Violence & Sex Offender Management
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Frequently Asked Questions Regarding Conflict of Interest Policy

Q: How should Sex Offender Management Board (SOMB) members learn about the Board's Conflict of Interest Policy?

Answer: As part of the SOMB's onboarding process, all new SOMB members will be provided with a copy of the Conflict of Interest Policy and SOMB Bylaws that highlight how to handle conflicts of interest.

Q: When and how often do SOMB members need to fill out the SOMB Conflict of Interest Disclosure Statement?

Answer: The SOMB requires each SOMB member to complete the Conflict of Interest Disclosure Statement at the beginning of each calendar year. In addition, and in the interests of full transparency, each SOMB member with a disclosed financial interest is to share that in an open SOMB meeting so that all SOMB members and public attendees have awareness of this interest.

Q: What should an SOMB member do if they have a concern about a potential conflict of interest?

Answer: All SOMB members should review the agenda in advance to determine if there may be any potential conflict of interests present. Members are encouraged to contact the Chair of the SOMB or the SOMB Program Manager with any questions regarding a potential conflict of interest.

Q: What are the responsibilities of SOMB members in disclosing conflicts of interest?

Answer: If SOMB members believe they have a conflict of interest, they must follow the protocol identified in the Conflict of Interest Policy and SOMB Bylaws in terms of declaring that they have a conflict of interest and

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abstaining from the agenda item. While the final determination regarding whether to declare a conflict of interest rests with the individual member, any other SOMB member may raise a potential conflict of interest by an SOMB member, and the SOMB may vote to determine that an individual member has a conflict of interest, even that member did not initially declare such an interest.

Q: What are some examples of potential conflicts of interest for SOMB members to consider?

Answer: SOMB members who are employed or have an ownership interest in a non-government business may have a financial interest in that business. SOMB members should not take any official action that “has a direct economic benefit” on that business.

But a vote that impacts the practice of one business entity in the same manner that it impacts all other business entities in that field should not be assumed to be a direct economic benefit to that particular business entity. A conflict of interest may arise when the board member’s vote directly improves the financial interest held by the member to the exclusion of others in that field.

For the Application Review Committee (ARC), the ARC’s practice is that no ARC member will vote on a provider that he or she supervises due to a conflict of interest. The ARC may also set parameters in its policies and practices to specifically outline when a member of the ARC should recuse, including a situation where a supervisory relationship or a personal relationship exists. Questions regarding the conflict of interest provisions for ARC members should be addressed to the ARC Chair or SOMB staff members.