



CCSSEF CONFLICT RESOLUTION POLICY

The Board of directors will maintain a "conflict resolution committee", comprised of two Board members, and a member not otherwise associated with the board. Any member may request by written letter, email, text, through the foundation Secretary, that the committee investigate a conflict. The letter should be as specific as possible. The committee will do a thorough job of investigating, using facts from interviewing all parties involved, avoiding unsubstantiated information. All findings shall be permanently documented for the record. The committee shall determine if further Board involvement is appropriate. Three categories of severity are: no Board action required, Board action required, and here are the committee's recommendations, and last, here are the facts in a very serious matter, Board needs to decide what actions to take. There will be no time constraints placed on the committee, but they will be as expedient as possible without sacrificing a complete investigation.