

SUFFOLK COUNTY BOARD OF ETHICS  
Minutes of Meeting Held on  
March 2, 2016  
In the Office of the Board of Ethics  
Sunrise Business Center, 3500 Sunrise Highway, Room 364  
Great River, New York 11739

Meeting: *Board Members present:* Linda Spahr, Richard Halverson and Anthony Parlatore. *Staff present:* Samantha Segal, Executive Director and Darlene Kurrass Mohlmann, Board Secretary, taking minutes.

Ascertainment of Quorum: The meeting was called to order at 9:30 a.m. by Chair, Linda Spahr. A roll call was conducted and a quorum was present.

Adoption of Agenda: A motion was made by Linda Spahr, seconded by Richard Halverson, to adopt the agenda as amended to include three Notices of Violation in Executive Session. Upon a vote being taken, motion was approved (3-0-0).

Adoption of Minutes: A motion was made by Anthony Parlatore, seconded by Linda Spahr to adopt the minutes of the February 17, 2016 meeting, as amended. Upon a vote being taken, motion was approved (3-0-0).

Public Session: Linda Spahr opened Public Session. No members of the public were present and no written testimony was submitted. Anthony Parlatore asked that public telephone inquiries, made to the Board's office, be included in the Executive Director's public session reporting. Linda Spahr closed Public Session.

Chair Report: Discussed Newsday article referencing financial disclosure statement filing requirements (in accordance with Suffolk County Code, Chapter 77, Article II) that contained a typographical error stating, "the county code only requires town party leaders to complete financial disclosure forms, and not town party leaders," noting, for public clarity, that chairpersons of County political party committees are required to file financial disclosure statements with the Suffolk County Board of Ethics, however, as stated in the Suffolk County Board of Ethics *2013 Annual Report*, "the current disclosure law does not designate the Board as the legal custodian for the following categories of filers: ...Town Political Leaders..." meaning Town Political Leaders are not designated as required financial disclosure filers under the Suffolk County ethics laws.

Executive Director Report: Samantha Segal, Executive Director, reported and/or discussed the following:

- 2015 Annual Report: Tabled to be discussed after the close of Executive Session;
- 2016 Financial Disclosure Lists Update: 29 of 36 FDS Required Filer Lists Received to date;
  - District Attorney's Office electronically submitted Departmental Flow-Chart inclusive of names of non-filers. The Board is not accepting, or maintaining, the personnel list of non-filers as it is over-inclusive and directed staff to notify the District Attorney's Office of the same;
  - Review of 2006 Civil Service Department FDS Required Filer List, 2016 Departmental Flow-Chart, Civil Service Job Duty Statements and 2016 FDS Required Filer List revealed the following titles may be required to file: "Principal Contracts Examiner" and "Chief of Classification;"
  - Review of 2006 Police Department, 2016 Departmental Flow-Chart, Civil Service Job Duty Statements and 2016 FDS Required Filer List.
- Ethics Notes Newsletter: Response to Inquiry regarding distribution of newsletter via All-Employee Memorandum by the County Executive's Office on behalf of the Suffolk County Board of Ethics
  - Note: Only the County Executive and the County Sheriff have security clearance to distribute AEMs.

Executive Session: At 10:03 a.m. a motion was made by Linda Spahr, seconded by Anthony Parlatore to go into Executive Session for the purpose of discussing confidential matters pertaining to continuation of the Executive

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Director Report (HR Matter), two Advisory Opinions, one Ethics Violation Complaint, one Board Investigation, five FDS Privacy Requests, one FDS Second Level Board Review, and three Notices of Violation in accordance with the Suffolk County Administrative Code §A30-8 and the New York State Open Meetings Law. Upon a vote being taken, motion was approved (3-0-0).

During Executive Session

A motion was made:

- To approve standing of Advisory Opinion Request No. AO-2016-7. Approved (3-0-0), Suffolk County Code §A30-9 written statement of disclosure to Board to be filed by Anthony Parlatore.
- To approve Advisory Opinion No. AO-2015-18, as amended. Approved (3-0-0).
- To grant privacy request (hereinafter “PR”) to FDS# 258/2015. Approved (3-0-0).
- To grant PR in accordance with the Board’s Redaction Policy to FDS# 271/2015. Approved (3-0-0).
- To grant PR in accordance with the Board’s Redaction Policy to FDS# 083/2015. Approved (3-0-0).
- To grant PR in accordance with the Board’s Redaction Policy to FDS# 091/2015. Approved (3-0-0).
- To grant PR in accordance with the Board’s Redaction Policy to FDS# 227/2015. Approved (3-0-0).
- To issue Notice of Violation Index No. 101/2015. Approved (3-0-0).
- To issue Notice of Violation Index No. 220/2015. Approved (3-0-0).
- To issue Notice of Violation Index No. 308/2015. Approved (3-0-0).

At 11:17 a.m. a motion was made by Linda Spahr, seconded by Richard Halverson, to close Executive Session. Upon a vote being taken, motion was approved (3-0-0).

2015 Annual Report: Board reviewed drafted Annual Report and provided feedback.

New Business: None.

The next meeting of the Board will be held March 16, 2016 at 9:30 a.m.

There being no further business, a motion was made by Linda Spahr, seconded by Anthony Parlatore to adjourn the meeting. Upon a vote being taken, motion was approved (3-0-0) (11:45 a.m.).