

SUFFOLK COUNTY BOARD OF ETHICS  
Minutes of Meeting Held on  
May 18, 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, Dennis O’Doherty, Anthony Parlatore, and Eric Kopp. *Staff present:* Samantha Segal, Executive Director and Darlene Kurrass Mohlmann, Board Secretary, taking minutes. *Counsel present:* John Gross, Esq. and Cheryl Monticciolo, Esq.

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 Eric Kopp, seconded by Anthony Parlatore, to adopt the agenda. Upon a vote being taken, motion was approved (5-0-0).

Adoption of Minutes: A motion was made by Richard Halverson, seconded by Dennis O’Doherty to adopt the minutes of the May 4, 2016 meeting. Upon a vote being taken, motion was approved (5-0-0).

Public Session: Linda Spahr opened Public Session. No members of the public were present and no written testimony was submitted. Linda Spahr closed Public Session.

Chair Report: General Counsel and Training Consultant to the Board, John Gross, Esq., will be updating the Board on the current Investigation and providing an in-house training to the Board Members during Executive Session.

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

- 2016 Financial Disclosure Statement Update: approximately 250 forms received to date;
- Spoke to the County Attorney: Regarding linking the Code of Ethics Booklet to procurement documents as an attachment to ensure receipt to all vendors and potential vendors and an All-Department Head Memo reminding of the requirement to provide vendors with a copy of the Code of Ethics Booklet;
- Spoke to the County Clerk’s office: Regarding a Records Management System. The County Clerk’s Information Technology Department will work with the County Information Technology Department to conform a records management system for County Financial Disclosure Statements;
  - Electronic filing systems must be approved by the State; the County Clerk is the assigned Records Access officer for the County of Suffolk and will work with our office in requesting approval of an electronic filing system for Financial Disclosure Statements;
- Discussed process for receiving preemptive disclosures to the Board.

Executive Session: A motion was made by Linda Spahr, seconded by Eric Kopp to go into Executive Session for the purpose of discussing confidential matters pertaining to two Financial Disclosure Statement Extension Applications, three Advisory Opinions, two Ethics Violation Complaint updates, one Board Investigation update, Counsel updates, and Board Member Training 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 (5-0-0).

During Executive Session:

A motion was made:

- To grant an extension to September 1, 2016 for Extension Application No. Ext-002-2016. Approved (5-0-0).

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- To grant an extension to September 1, 2016 for Extension Application No. Ext-003-2016. Approved (5-0-0).
- To approve standing of Advisory Opinion Request, No. AO-2016-13. Approved (4-0-1), Eric Kopp recused.
- To approve Advisory Opinion, No. AO-2016-10. Tabled.
- To approve Advisory Opinion, No. AO-2016-12. Approved (5-0-0).

A motion was made by Linda Spahr, seconded by Eric Kopp, to close Executive Session. Upon a vote being taken, motion was approved (5-0-0).

The Board Member Training was rescheduled for the regularly scheduled Board Meeting of July 6, 2016.

New Business: None.

The next meeting of the Board will be held June 1, 2016 at 9:30 a.m.

There being no further business, a motion was made by Anthony Parlatore, seconded by Richard Halverson to adjourn the meeting. Upon a vote being taken, motion was approved (5-0-0) (10:30 a.m.).