

Suffolk County Board of Ethics

Minutes of Meeting Held on
May 27, 2014
Office of the Board of Ethics
335 Yaphank Avenue, Yaphank, New York 11980

Meeting: *Board Members present:* Robin Long, Linda Spahr, Richard Halverson, and Dennis O’Doherty. *Staff present:* Samantha Segal, Executive Director and Darlene Kurrass, Board Secretary, taking minutes.

Ascertainment of Quorum: The meeting was called to order at 6:00 p.m. by Chairperson, Robin Long. A roll call was conducted and a quorum was present.

Adoption of Agenda: A motion was made by Dennis O’Doherty, seconded by Richard Halverson, to adopt the agenda. Upon a vote being taken, motion was approved (4-0-0).

Adoption of Minutes: A motion was made by Linda Spahr, seconded by Dennis O’Doherty, to adopt the minutes of the May 7, 2014 Board Meeting. Upon a vote being taken, motion was approved (4-0-0).

Public Session: Robin Long opened Public Session. No members of the public were present and no written testimony was submitted. Robin Long closed public session.

Chair Report: Robin Long, Chairperson, reported positive feedback to the Board about the potential space available for relocation of the Board of Ethics Office.

Executive Director Report: Samantha Segal, Executive Director, reported and discussed the following with the Board:

- The Board’s space request sent to the Space Management Steering Committee was approved by Subcommittee and the official vote will take place on May 29, 2014;
- 100% of Employee financial disclosure statements (FDS) are accounted for inclusive of two Extension Applications;
- 100% of Elected Officials FDS are filed;
- 81% of Non-Employees are filed, of which only 2% are within the Board’s penalty jurisdiction;
- Letters will be sent to the Chairs of County Boards and Commissions advising of filing status and trainings;
- Budget (tabled);
- Resubmission will be made to NYS CLE Board for re-certification of the Board CLE Training program;
- Plain Language Guide (tabled);
- Code of Ethics Booklet Spanish Edition as an ongoing project;
- Two Fall 2014 Trainings to reach Elected Officials and Attorneys and, Boards and Commissions;
- Winter 2015 Training to reach newly Elected Officials;
- Discussion with the Acting Commissioner of Information Technology about computer programming for FDS, mail intake, etc.;
- Potential topics as 2014 FDS Review Initiative;
- Letters sent to County Political Party Chairpersons pertaining to Suffolk County Code §77-10 (B) and (C).

Executive Session: At 7:00 p.m. a motion was made by Robin Long, seconded by Linda Spahr to go into Executive Session for the purpose of discussing ongoing confidential matters pertaining to one Advisory Opinion, one Ethics Violation Complaint, six Extension Applications for FDS, one Post Employment

Suffolk County Board of Ethics

Review and one Board Investigation 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 (4-0-0).

During Executive Session the Board:

- Voted on C-001-2014 as amended (0-4-0);
- Determined that Extension Applications: 003-2014, 004-2014, 005-2014, and 006-2014 were moot;
- Voted on Extension Application 001-2014 (4-0-0);
- Voted on Extension Application 002-2014 (4-0-0);
- AO-2014-5 (tabled);
- Discussed Post Employment Review 001-2014.

At 7:42 p.m. Robin Long recused (Recusal Number RL012014(5)) from participating in the discussion of Board Investigation 001-2014 and left the room and after discussion completed Robin Long returned to the room.

At 7:50 p.m. a motion was made by Robin Long, seconded by Richard Halverson to close Executive Session. Upon a vote being taken, motion was approved (4-0-0).

The following paragraph was moved to outside of Executive Session for the purpose of the minutes:

1. A motion was made by Linda Spahr, seconded by Robin Long to adopt an Advisory Opinion Fact Finding Policy to request, of the Requestor, proof of compliance with SOP A-15. Upon a vote being taken, motion was approved (4-0-0).

Lobbyist Law: The Board continued their review of the draft revisions made to the Suffolk County Lobbying Law, Budget: Executive Director advised the Board that the budget request should renew and revisit the 2013 Budget Request for additional staff.

New Business: The Preliminary Pre-Audit County Financial Disclosure Compliance Reporting update will be posted to the Board's webpage and a revisit of the Board's meeting schedule will be calendared.

The next meeting of the Board will be held on June 11, 2014 at 9:30 a.m.

There being no further business, a motion was made by Robin Long, seconded by Linda Spahr to adjourn the meeting. Upon a vote being taken, motion was approved (4-0-0) (8:25 p.m.).