

SUFFOLK COUNTY BOARD OF ETHICS

Minutes of Meeting Held on
November 4, 2015
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 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 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 Dennis O'Doherty, seconded by Richard Halverson, to adopt the agenda. Upon a vote being taken, motion was approved (3-0-0).

Adoption of Minutes: A motion was made by Linda Spahr, seconded by Richard Halverson to adopt the minutes of the October 21, 2015 meeting. 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. Linda Spahr closed Public Session.

Chair Report: None.

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

- 2016 RFP for Outside Counsel: Advertised, Posting Scheduled for 11/6/15, Returnable 11/30/15;
- 2016 Solicitation of Quotes for Trainer: Posting Scheduled for 11/6/15, Returnable 11/30/15;
- CPE Accreditation Submission to NYS Education Department;
- Training: All-Employee CLE Scheduled for 11/13/15;
- Webpage: Advisory Opinions available online in A.D.A compliant redacted format;
- Received all Elected Official's Sworn Statement October Filings;
- Reviewed final Candidate List;
- Appointing Authorities Follow-up: No new updates.

Executive Session: At 9:50 a.m. a motion was made by Richard Halverson, seconded by Linda Spahr to go into Executive Session for the purpose of discussing confidential matters pertaining to one Advisory Opinion Request, one Public Record Review, and counsel update 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 the Board voted on standing of AO-2015-15, approved, (3-0-0).

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).

Record Retention: Discussed retention of Board records in accordance with the Records Retention and Disposal Schedule issued pursuant to Article 57-A of the New York Arts and Cultural Affairs Law.

New Business: Reviewed draft Ethics Notes newsletter and discussed topics for the 2016 Ethics by Poster Series.

The next meeting of the Board will be held November 18, 2015 at 9:30 a.m.

There being no further business, a motion was made by Richard Halverson, seconded by Dennis O'Doherty to adjourn the meeting. Upon a vote being taken, motion was approved (3-0-0) (10:50 a.m.).