

SUFFOLK COUNTY BOARD OF ETHICS

Minutes of Meeting Held on
November 5, 2014
Office of the Board of Ethics
Sunrise Business Center, 3500 Sunrise Highway, Room 364
Great River, New York 11739

Meeting: *Board Members present:* Robin Long, Linda Spahr, Richard Halverson, Dennis O’Doherty, and Heather Palmore. *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 Chairperson, Robin Long. A roll call was conducted and a quorum was present.

Adoption of Agenda: A motion was made by Linda Spahr, seconded by Dennis O’Doherty, to adopt the agenda. Upon a vote being taken, motion was approved (5-0-0).

Adoption of Minutes: A motion was made by Dennis O’Doherty, seconded by Richard Halverson, to adopt the minutes of the October 15, 2014 meeting as amended. Upon a vote being taken, motion was approved (5-0-0).

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: As the end of the year is approaching, Chair, Robin Long, would like the Board to begin anticipating potential goals of the Suffolk County Board of Ethics for the 2015 year.

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

- Training:
 - The Suffolk County Department of Economic Development and Planning (EDP) trainings of October 16th and October 23rd;
 - Approx. 110 Code of Ethics Booklets distributed at the Suffolk County Planning Federation Conference;
 - Suffolk County Probation Department Training scheduled for November.
- Public Meeting Notices: The Suffolk County Sheriff’s Department has begun posting our informational meeting notices on their Public Bulletin Board.
- General Counsel Contract and Trainer Notice to Bidder;
- IT Program Demonstration scheduled for the Board members today at 10:00 a.m.
 - Includes: All Employee Ethics Laws Training and Post-Employment Exit Program.

New Business: None.

Executive Session: A motion was made by Robin Long, seconded by Dennis O’Doherty to go into Executive Session for the purpose of reviewing the IT Program Demonstration, discussion of confidential matters pertaining to one Advisory Opinion, and Update Dual/Outside Employment Audit 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).

Heather Palmore left the meeting during Executive Session.

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For IT Program Demonstration purposes only the Board authorized three members of the IT staff to be in Executive Session. The presentation took place from 10:00 a.m. – 10:45 a.m. in an IT training room in the building.

At 10:40 a.m. the Board members returned to the Board's office. The three members of the IT staff were no longer in Executive Session.

During Executive Session the Board reviewed AO-2014-11 (tabled) and discussed one employee matter.

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).

Code of Ethics Plain Language Guide: Tabled.

The next meeting of the Board will be held on November 19, 2014 at 5:00 p.m.

There being no further business, a motion was made by Robin Long, seconded by Richard Halverson to adjourn the meeting. Upon a vote being taken, motion was approved (4-0-0) (11:00 a.m.).