

SUFFOLK COUNTY BOARD OF ETHICS
Minutes of Meeting Held on
November 18, 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 Richard Halverson, seconded by Dennis O’Doherty, 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 Dennis O’Doherty to adopt the minutes of the November 4, 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.

Ethics Notes Newsletter: Board reviewed and approved the drafted Ethics Notes Newsletter for distribution (Issue 3, Quarter 4).

Chair Report: Linda Spahr, Chair, reported and/or discussed the following:

- Training: 11/13/15; Chair Spahr, Executive Director Segal, and Training Consultant Clayton presented to approximately 85 attendees, 15 departments;
 - Provided CPE Accreditation in Specialized Knowledge;
 - Provided CLE Accreditation in Ethics;
 - Chair Spahr spoke with Legislative Counsel and County Attorney regarding current Board vacancies;
- Procurement: 2016 Limited RFP Waiver Submission;
 - RFP Waiver Committee requested agency attendance at today’s 11:00 a.m. meeting, Chair Spahr will be attending with Executive Director Segal.

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

- 2016 RFP for Outside Counsel: Posted on County Purchasing webpage;
- 2016 Solicitation of Quotes for Trainer: Posted on Board of Ethics Webpage;
- Procurement: 2016 Limited RFP Waiver Submission, RFP Waiver Committee meeting;
- NYS Education Department CPE Accreditation: Sponsorship application approved;
- “Hope for JCOPE” Report of the New York City Bar Association and Common Cause/New York;
 - Reported on the great benefit of “workplace signage” synonymous to the Board of Ethics’ “Ethics by Posters Series.”

Executive Session: At 9:50 a.m. a motion was made by Linda Spahr, seconded by Dennis O’Doherty to go into Executive Session for the purpose of discussing confidential matters pertaining to one Advisory Opinion, one Public Record Review, one counsel update, and, under new business, C-005-2015 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 to adopt AO-2015-15, approved, (3-0-0).

A motion was made by Linda Spahr, seconded by Dennis O’Doherty, to close Executive Session. Upon a vote being taken, motion was approved (3-0-0).

New Business: None.

The next meeting of the Board will be held December 2, 2015 at 9:30 a.m.

There being no further business, a motion was made by Dennis O’Doherty, seconded by Richard Halverson to adjourn the meeting. Upon a vote being taken, motion was approved (3-0-0) (10:30 a.m.).