COBI ETHICS BOARD

Special Meeting

Thursday, September 21, 2020

VIA ZOOM Webinar

Minutes

1. Call to order. Meeting was called to order at 6:35 PM. Present were: Jennifer Hodges, Dona Keating, Jim Cash, David Mallon, Dominique Cantwell, Karen Anderson, Tyler Weaver and Robbie Sepler.
2. Disclosure of Conflict of Interest. None
3. Acceptance of Meeting Minutes.
   A. December 16, 2019 Regular Meeting. Motion by Jennifer Hodges; 2nd by Dominique Cantwell
4. Public Comment. Lara L. thanked the Board for their time and commitment.
5. Orientation to the Code of Conduct and Ethics Program. Presentation by Robbie Sepler and discussion.
6. Code of Conduct and Ethics Program Implementation
   A. Training Materials
   B. Operating Rules Discussion ensued regarding response time to complaints by respondents. A minimum of 2 weeks was agreed upon with additional time at the discretion of the Chair.
   C. 2020 Annual Report and 2021 Workplan. Discussion ensued. Agreement was reached that an additional Special Meeting was needed prior to the next Regularly Scheduled meeting to finalize the details or guidelines for both Operating Rules and Annual Report and Workplan Strategies
7. Pending Complaints. Agreement was reached the Temporary Chair would examine the current complaints and determine the response necessary before bringing them to the full Board.
8. Items for the Next Meeting's Agenda.
   A. Election of Chair and Minute-Taker
   B. Workplan Development
   C. Pending Complaints and Requests
9. Next Meeting Date Tentively set for October 5, 2020 from 6:00 PM – 8:00 PM
10. Adjournment. No Motion Meeting Adjourned 8:03

Next Meeting Date: September 21, 2020 (6:30 PM – 8:00 PM)

10/5/2020

Chair Date