

COBI ETHICS BOARD

Regular Business Meeting

Monday, April 15, 2024

In-person and Via Zoom

Minutes

1. **Call to Order** - Meeting was called to order at 6:30 pm. Present were: Rafael Escandon (Chair), Ben Woodruff (Deputy Chair), David Mallon, Doña Keating, Donna Davison, Jim Cash, Rosemary Hollinger, Andrew Tsoming (Counsel – needs to leave early), Drew Pollom (Counsel), and Peggy Nimb (City Staff).

2. **Disclosures of Conflict of Interest** – There were no conflicts of interest disclosed. (1:00)

Approval of the Agenda –Doña Keating called a motion to approve the agenda, Ben Woodruff seconded, and the motion to approve the meeting agenda passed unanimously. (1:25)

3. **Public Comment** - There was no public comment received. (2:00)

4. **New Business:**

4.A **EB 2024-01 Complaint.** (2:40)

Chair Escandon asked for comments or feedback. A Scribner's error was noted that will be redacted in the final copy. The timeline of completion was discussed.

MOTION: I move that we approve the determination letter EB2024-01 with these revisions - striking the word in section 2 under Summary of Response to the Councilmembers/Mayor, revising any he's and she's to they's and them's, in Section III in the second paragraph – stop right after “additional time is needed to issue this determination letter.” (the rest will be removed), and number 1 Section IV Analysis of Complaint will be removed. (20:30)

Davison/Woodruff: The motion was approved unanimously.

4.B **Approval of Minutes** (22:54)

February 12, 2024, Special Business Meeting Minutes

Doña noted Rosemary and David need to be added as present members and recognize Ben as Deputy Chair. Rosemary corrected the spelling of her name.

MOTION: I move to approve the minutes with the included changes.

Cash/Escandon: The motion passed unanimously.

March 18, 2024, Regular Meeting Minutes

Doña clarified the public comment and Rosemary corrected the spelling of her name.

MOTION: I move to approve the minutes as amended.

Hollinger/Keating: The motion passed 6-0, with Jim Cash obtaining.

4.C Scheduled presentation of 2023 Annual Report & Work Plan to City Council
(27:15)

Chair Escandon announced he will present the Annual Report and Work Plan to the City Council at the Council Meeting tomorrow night, Tuesday, April 16, and invited any other board members to join him.

No new news on youth membership – update to follow.

City recruitments announcements have been made for committee membership, waiting to hear about Ethics Board applications.

5. **Next Meeting** - May 20, 2024

6. The meeting adjourned at 7:03 p.m.

Motion to adjourn by Jim Cash, seconded by Donna Davison, and passed unanimously.


RAFAEL ESCANDON

Rafael Escandon, Chair

6/17/24