CITY OF
BAINBRIDGE ISLAND

ETHICS BOARD REGULAR MEETING
MONDAY, JUNE 17, 2024

COUNCIL CONFERENCE ROOM in CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA

AND

REMOTE MEETING ON ZOOM
PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
https://bainbridgewa.zoom.us/j/86365762700
OR TELEPHONE: US: 1-253-205-0468
WEBINAR ID: 863 6576 2700

AGENDA

1. **CALL TO ORDER / ROLL CALL – 6:30 PM**

2. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**

3. **PUBLIC COMMENT**
   In person public comment is accepted at this time on any topic of public interest. Each commenter will have three minutes, or such amount as the meeting chair determines, to speak. Public comment is not taken on individual agenda items during the meeting.

   Public comment is simply received by the Board, with no response, and the Board cannot deliberate on items that are not on the agenda. The lack of comment is not an endorsement or a denial of the comment. Please refer to guidelines and instructions for public comment, including orderly behavior and civility in remarks, attached below. Remote public comment is allowed with advance notice to the City Clerk, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

4. **REGULAR BUSINESS**

   4.A Approval of Minutes**:** April 15, Regular Meeting Minutes
   May 20, Regular Meeting Minutes

   4.B COBI Farmer's Market Booth/Space

   4.C Review Status of Pending Complaints
   Appeal filed – Review of complaints on hold

4.D Appreciation of Outgoing board members
Jim Cash, David Mallon, and Ben Woodruff

4.E New/Continuing Ethics Board Members and Terms:
Dona Keating - renewed into Position 1 (Term through June 2026)
Karen Anderson - approved for Position 2 (through June 2026)
Mark Markuly - approved for Position 3 (through June 2027)
Hildja Saas – approved for Position 4 (through June 2027)

5. COMMUNICATIONS

5.A Next Meeting Date: July 15, 2024

6. ADJOURNMENT

Meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodations, please contact the City Clerk's Office at 206-780-8604 or cityclerk@bainbridgewa.gov by noon on the day preceding the meeting.

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 motional 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. **<u>Next Meeting</u>** - 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.

COBI ETHICS BOARD

Regular Business Meeting
Monday, May 20, 2024
In-person and Via Zoom

Minutes

1. **<u>Call to Order</u>** - Meeting was called to order at 6:33 p.m. Present were: Rafael Escandon (Chair), Ben Woodruff (Deputy Chair), David Mallon, Doña Keating, Donna Davison, Doña Cash, Drew Pollom (Counsel), and Peggy Nimb (City Staff). Rosemary Hollinger was absent.

2. **<u>Disclosures of Conflict of Interest</u>** – There were no conflicts of interest disclosed. (:15)

   <u>Approval of the Agenda</u> –Chair Escandon had an item to add to add to the agenda. Donna Davison moved and Jim Cash seconded to approve the agenda as amended. The motion to approve the agenda passed unanimously. (1:44)

3. **<u>Public Comment</u>** - There was no public comment received. (1:55)

4. **<u>Regular Business</u>**:

   4.A Minutes for April 15 will be available next month. (2:26)

   4.B COBI Farmer's Market Booth/Space (2:45)
   Chair Escandon suggested representing the Ethics Board at the Farmer's Market twice during the upcoming season. He will be there and current and others are welcome to join in representing the board at the booth. Tentative dates scheduled are June 29 and one in October. Rafael will confirm dates with Roz.

   Added Agenda Item (6:40) Open Ethics Board positions
   Chair Escandon updated the board on the status of Ethics Board open positions. There are two open positions Doña and Jim have graciously continued to occupy. Two additional positions will open as David Mallon and Ben Woodruff will not seek reappointment. Chair Escandon, Mayor Deets, Deputy Mayor Quitslund, and Councilmember Moriwaki interviewed candidates and recommendations will be presented to the Council at their June meeting.

   4.C Review Status of Pending Complaints (8:50)
   Litigation has been resolved in favor of the City regarding Complaints 2021-04, & 2021-05, & 2021-06. Council recommended the board resume determination

of the complaints at the June meeting provided no appeal has been made at that time.

4.D 2023 Annual Report and 2024 Work Plan (12:55)
The Annual Report and Work Plan was presented to the council and accepted. We are among other committees looking to include youth membership and await more details on this. Rafael will follow up on items of question in the work plan.

5. <u>Next Meeting</u> – The next meeting is scheduled for June 17, 2024 (14:25)
We will vote on a new Chair and Deputy Chair.

6. Adjournment at 6:52 p.m.
Motion to adjourn by Jim Cash seconded by Doña Keating and passed unanimously (16:48).