COBI ETHICS BOARD
Regular Business Meeting
Monday, October 21, 2024
In-person and Via Zoom

Minutes

1. **CALL TO ORDER / ROLL CALL – 6:30 PM**
Present: Doña Keating (Chair), Karen Anderson (Deputy Chair), Rafael Escandon, Rosemary Hollinger, Donna Davison, Hildja Saas, Mark Markuly, Drew Pollom (Counsel), and Peggy Nimb (City Staff).

2. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE** (1:00)

MOTION: Rafael Escandon **SECOND**: Mark Markuly Passed unanimously
No conflicts of interest disclosed.

3. **PUBLIC COMMENT –** None received. (1:58)

3.A **Instructions for Providing Public Comment**

4. **REGULAR BUSINESS** (3:24)

4.A **Approval of Minutes:** September 16, Regular Meeting Minutes
MOTION: Rosemary Hollinger **SECOND**: Donna Davison Passed unanimously

4.B **Update: COBI Farmer's Market Booth** (4:30) –Attendance was sparse at Farmer's Market booth. Board discussed outreach to BARN and Bainbridge Island Women's Club, Savvy Women, Rotary, and Bainbridge Review for speaking, article, or podcast opportunities.

4.C **Review Status of Pending Complaints** (15:04) **–** Three Complaints remain on hold due to recent U.S. Court of Appeals filing. No additional complaints.

4.D **Meeting with City Council re Recommended Changes to Ethics Code** (15:30) **–** Previously planned October 15 Study Session was canceled. Scheduled for November 12 City Council meeting agenda. Chair Keating will follow up with Board once confirmed.

5. **NEW BUSINESS** (17:15)

5.A 2024 Annual Report & 2025 Workplan (17:18)

Planning and Reporting Subcommittee Appointments: Doña Keating, Rosemary Hollinger, Mark Markuly
MOTION: Karen Anderson **SECOND:** Rafael Escandon Passed unanimously

Board-Recommended Changes to Code of Conduct and Ethics Program / Ethics Board Operating Rules (20:13)

Discussion re removal of Ethics Code: Article V (B)(1), Operating Rules: 3(A)(ii), and Operating Rules: 2(D)(v). Also, to request timely re-appointment of Board members as terms expire.

5.B Annual Training (41:22)

Training Subcommittee Appointments: Mark Markuly (Chair), Karen Anderson, Hildja Saas
MOTION: Rosemary Hollinger **SECOND:** Rafael Escandon Passed Unanimously

Board-Recommended Changes to Training Materials and/or Process
Discussion on providing case studies and reinserting the Ethics Complaint process flowchart into the PowerPoint presentation. Agenda Item 5.A included discussion on discontinuing the training pamphlet requirement. The Board also explored options to ensure training is consistently annual, mandatory, and confirmed upon completion. Decisions by City Council regarding the Board's previous recommendations will guide any additional changes or updates.

Following further discussion, Mark Markuly opted to retain his role solely on the Training Subcommittee. A new motion was introduced to appoint Ms. Keating and Ms. Hollinger exclusively to the Planning and Reporting Subcommittee.
MOTION: Mark Markuly **SECOND:** Rafael Escandon Passed unanimously (47:05)

6. **AGENDA FOR NEXT MEETING** (59:15) – All existing items, except 4.B will now focus on Outreach Opportunities.

7. **Next Meeting Date: November 18, 2024**

8. **ADJOURNMENT – 7:31 PM**
   MOTION: Donna Davison **SECOND:** Karen Anderson Passed Unanimously (1:00:45)

/s/	11/18/2024
Doña Keating, Chair	Date