**COBI ETHICS BOARD**
Regular Meeting
Wednesday, December 10, 2025
In-person and via Zoom

**Minutes**

1. **CALL TO ORDER/ROLL CALL—6:30 PM**
   Present: Doña Keating (Chair), Rafael Escandon (Dep Chair), Eve Sherling, Turner Vail, Drew Pollum (Counsel), and Marlene Schubert (City Staff) all present at opening of the meeting. Karen Anderson joined at 6:35 via zoom.

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

   Approval of December 10, 2025 Agenda
   **MOTION**: Rafael Escandon; **SECOND**: Karen Anderson - **Passed Unanimously**

   No conflicts of interest disclosed by any members.

3. **PUBLIC COMMENT**

   **3.A Instructions for Providing Public Comment (Chair Keating)**

   Public comment received and document provided from Mr. Ron Peltier

4. **REGULAR BUSINESS**

   **4.A Approval of November 10, 2025 Minutes**

   **MOTION to approve** Eve Sherling; **SECOND:** Karen Anderson **- Passed Unanimously**

   **4.B. Review Status of Pending Complaints** – No New Complaints

   **4.C. Review Determination Letter Draft**

   - <u>**Complaint EB 2021-05**</u>: Review and discussion of determination letter by EB.

   **MOTION** to approve determination letter for EB 2021-05 with section C removed as per complaints EB 2021-04 and 06 by Karen Anderson, **SECOND**: Turner Vail – **Passed Unanimously.**

**4.D Training Update:** EB continued discussions from prior sessions re: identification of new board/committee members requiring training (via tracking sheet provided by COBI staff) and strategies for ensuring compliance across boards and committees for compliance. Further discussions of EB members being available for live training(s) as needed.

**MOTION** from Karen Anderson to send a survey to all committee/board chairs to assess effectiveness of training at end 2025. **NOT SECONDED/NOT CARRIED**.

**4.E Ethics Code Recommendations to BI City Council.** Chair Keating's address to the 21 October City Council Study Session was discussed again and the clarifying email discussed at the November 10 meeting has been reviewed and approved by counsel (D. Pollum).

**MOTION** for approved clarifying email to be sent by Chair Keating to City Council made by Karen Anderson, **SECOND**: Rafael Escandon – **Passed Unanimously.**

**4.F. New Board Member Updates**. Total membership remains at five EB members with two open positions. No new member applicants.

**4.G. City Liaison Briefing**. No new updates.

**4.H. 2025 Annual Report / 2026 Work Plan: Review Draft.** Review and discussion of draft led to **MOTION to Edit** and re-review, and to appoint Chair Keating to the Annual Report Subcommittee in place of Karen Anderson: Rafael Escandon, **SECOND**: Karen Anderson. **PASSED UNANIMOUSLY.**

**5. NEW BUSINESS**

**5.A Appointment of Deputy Chair – 6 month term beginning January 2026**

**MOTION:** Rafael Escandon nominated Karen Anderson as Deputy Chair for next term. **SECOND**: Turner Vail. **PASSED UNANIMOUSLY**

**6. AGENDA FOR NEXT MEETING** – All Items

**7. NEXT MEETING DATE: Wednesday January 14, at 6:30 pm.**

**8. GOOD OF THE ORDER** – Nothing added.

**9. ADJOURNMENT - 7:41 PM**

**Meeting adjourned by Chair Keating, 7:41 PM**

_____/s/_______________July 8, 2026____

Doña Keating, Chair Date