

WARREN COUNTY BOARD OF ETHICS AGENDA

MARCH 8, 2024 at 1:30 p.m.
Board of Supervisors Meeting Room
Warren County Municipal Center-Second Floor
1340 State Route 9
Lake George, New York 12845

Members: Ann Marie Scheidegger, Kim M. Diaz, James C. Hicks, Loretta LeBar, G. Thomas Moynihan, Jr.

Alternate Members: Gary Fishlock, Paula Hayes

- I. Call to Order.
- II. Roll Call and Establishing Quorum.
- III. Nominations & Vote on Chair and Vice-Chair.
- IV. Discussion Items: (County Attorney)
 - a. Open Meetings Law Overview
 - i. Public Officers Law, Article 7.
 1. Meeting: P.O. §102(1). Official convening of a public body (i.e.- Board of Ethics) for the purpose of conducting public business.
 2. Public Body: P.O. §102(2) any entity for which a quorum is required in order to conduct business and which consists of two or more members, performing a governmental function which was created or appointed to perform a necessary function in the decision-making process for which a quorum is required in order to conduct business—*A necessary function of the decision-making process shall not include the provision of recommendations or guidance which is purely advisory and which does not require further action by the County of Warren.*
 3. Executive session is a portion of a public meeting which is not open to the general public.
 4. Code of Ethics Local Law 2 of 2022: Section 20: Board of Ethics. (a) composition of the board . . . Shall be a public body as defined by P.O. 102(2) and comply with the requirements of the Open Meetings Law.
 5. Open Meetings: open to members of the general public, except for executive session.
 - a. One physical location.
 - b. Open to be photographed, broadcast, recorded.
 - c. P.O. § 102(e): Board of Ethics records available to the public under FOIL, as well as any proposed resolution, law,

rule, regulation, policy or an amendment, which is subject to discussion during open meeting shall be made available at least twenty-four hours before on the County website.

d. P.O. § 102(f) live-streamed and saved on YouTube.

6. P.O. §104 Public Notice. If meeting scheduled one week prior to meeting date, then 72-hour notice to the public of time and place. If not, then a reasonable time prior to the start of the meeting.

7. Executive Sessions. Upon majority vote of total membership taken during open meeting by motion, the Board of Ethics may conduct executive session for enumerated purposes only:

a. § 105(1)(f): the medical, financial, credit or employment history of a particular person or corporation; OR ***matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.***

b. § 105(2): attendance-any member of the Board of Ethics and any other persons authorized by the Board of Ethics.

8. Minutes required.

9. Enforcement if Open Meeting Law violated by Board of Ethics. Petitioner files an Article 78 action seeking Court to void actions taken and for an award of reasonable attorney fees incurred.

10. EXEMPTIONS: Matter made confidential by federal or state law. County Attorney is assigned as attorney for Board of Ethics, therefore may engage in attorney-client communications.

- b. Board of Ethics Responsibilities under Local Law 2 of 2022 “Warren County Code of Ethics”
 - c. Annual Ethics Training Program and Statement of Financial Disclosure
 - d. Draft Rules of the Board of Ethics
 - e. Proposed Agenda for Next Meeting
 - f. 2024 Scheduled Meeting Dates
- V. Public Comment & Privilege of the Floor:
- VI. Scheduling Next Meeting Date & Time: _____
- VII. Motion to Adjourn