

City of Langley, Washington

Ethics Training and Advisory Board

Chairman
Bob Frause

Members
Monica Guzman
Fred Herzon
Bob French
Lily Fox

Alternate Member
Sharon Betcher

Meeting Minutes Monday, 3/12/2018 **LANGLEY CITY HALL** 5:00 pm – 7:00 pm

1. 5:04pm Meeting called to order by Chairman Frause.
2. No conflicts of interest noted among participating board members.
3. 5:08pm Meeting minutes from 2/12/2018 were approved with corrections.
 - Actions amended to include board discussion of policies and procedures.
 - Motion to approve made by B. French, was seconded by L. Fox. Unanimous vote to accept.
4. No visitors, public comment period postponed.
5. 5:08- 5:55 Ongoing discussion of Langley Ethics Code revisions. City attorney Mike Kenyon present to provide guidance on proposed revisions.

Actions:

- Definitions:
 - Keep “disclosure” definition, changing Freedom of Information Act to Public Records Act.
 - Revise “ethics” definition to include “within this chapter”
 - Under “recusal” change “disqualification” to recusal and withdrawal.
- B. 4
 - Make appropriate changes including “courtesy and consideration under the circumstances existing at the time.”
- B.4.b
 - Leave as we have it while including “under the circumstances at that time.”
- E.5

- Accept changes as recommended. Consider terminology such as “strongly encouraged”
 - B.6
 - Consider changes, as recommended, to include wording “board will endeavor to produce”
 - 5:55 City Attorney concludes discussion
6. 5:56-6:01 Councilmember Emerson joins meeting. Amend agenda to allow for public comment.
- Councilmember Emerson requests that the Ethics Board creates uniform meeting dates and corrects public postings.
7. Old Business
- Bob Frause announced that his last meeting will be April 23, 2018
 - Fred Herzon has not made a decision but leaning towards departure.
8. New Business
- Discussion concerning how to handle policy and procedures of the Ethics Board and the creation of distinct bylaws.
 - M. Guzman proposes a defined policy to allow for greater uniformity. M. Guzman will prepare a memo outlining proposed policy protocol.
 - Discussion concerning the mission of the Ethics Board. Consideration given to the possibility of terminating the AOR process to focus on the Board’s commitment to education and training.
 - For now, the Board is will continue to receive AORs
9. 6:45 Meeting was adjourned.
- Motion made by L.Fox, motion seconded by M. Guzman.

Respectively Submitted,
Lily Fox