

City of Langley, Washington

Ethics Training and Advisory Board

Chairman
Bob Frause

Members
Monica Guzman
Fred Herzon
Robert French

Meeting Minutes
Monday September 18, 2017
City Hall
5:00pm – 6:00 pm

1. The meeting was called to order at 5:00pm
2. The minutes of the October 28th meeting were approved.
3. Members present-B. Frause, F. Herzon. B. French
4. Public Comment

- Public present-Trilby Coolidge, Lily Fox

Ms. Coolidge relayed a concern of a citizen that more extensive ethics training should be accomplished with all committee and subcommittee members conducting business for the City of Langley.

5. Additional Training Request from Mayor Callison

- Tim Callison, the Mayor, stopped by the meeting and weighed in on the Board's discussion of this matter.
 1. First the mayor asked us to set up another training for the city council.
 2. He additionally described a ethics situation regarding the City's Parks and Recreation Board. He noted that the Board's wetlands subcommittee was inspecting a wet land in the city. One of the committee members invited her partner, an expert in wetland issues, to accompany them. After the inspection, the partner billed the city for his consultation and the bill was being considered for payment without a proper contract for services. He acknowledged that this could be construed as a case of conflict of interest on the part of the committee member and on chair of the committee for not recognizing the potential conflict as well as

City officials for the acceptance of a bill for services that was not preapproved by prior to this consultation. He further stated that this would not happen again.

- After extensive discussion regarding the issues of additional training and specifically the problem of conflict of interest motions were advanced and approved by the board:
 1. The board recommended that before each meeting of the city council and other boards of the city that the chair or each committee or the mayor state the following:

“Before we start this meeting any member of this body who has a conflict of interest or a perceived conflict of interest regarding our meeting agenda must disclose it at this time.”
 2. The ethics board also approved that this approved recommendation be sent as a memorandum to the Mayor.

6. Resource Library

We agreed that all of the modules of ethics training be compiled and available for review and study. Some modules needed additional editing for comments and ethics code references. Bob will review these and send out assignment to the members to complete this task.

7. The meeting was adjourned at 5:48 pm.

Respectfully submitted,

Fred Herzon