

City of Langley, Washington

Ethics Training and Advisory Board

Chairman
Bob Frause

Members
Sharon Betcher
Monica Guzman
Fred Herzon
Robert French

Meeting Minutes
Monday, May 22, 2017
City Hall
5:00 pm to 6:30 pm

1. Meeting was called to order at 5:05 pm.
Members present: Frause, French, Guzman, Herzon, and Betcher
2. Minutes of May 8th, 2017 meeting were approved as presented.
3. Initial letters sent in response to ethics question inquiries.

Extensive discussion occurred regarding the initial drafts of the response letters developed by Fred. Each of the letters were reviewed and edited during the meeting. A final consensus was achieved on each of the letters. Fred will rewrite each of the letters send them to each member of the committee for any final editing and they will be presented at our next meeting on June 12th for final acceptance.
4. Discussion was held regarding whether we should have a public comment section during our meetings. It was agreed that we should and we will have a public comment session at the beginning of each of our meetings. It will be scheduled for 12 minutes, allowing 3 minutes for each member of the public who wishes to address the board.
5. Monica informed us that were 15 individuals who have not participated in the ethics training sessions. We will offer another session on June 15th from 6:00 to 7:30 pm. Monica will find out if the sessions are mandatory or elective.
6. We will have two meetings in June on the 2nd and 4th Monday of the month. The meeting on the 2nd will be 1 hour long and the 4th 2 hours. Beginning in July the regularly scheduled meetings will be once per month with urgent meeting scheduled as necessary.

7. Review of training modules deferred until the next meeting.

8. The self-review deferred until the next meeting.

9. The meeting was adjourned at 6:30 pm.

Respectfully submitted,

Fred Herzon