

COBI ETHICS BOARD
Regular Meeting
Wednesday, February 12, 2025
In-person and via Zoom

Minutes

1. CALL TO ORDER/ROLL CALL—6:30 PM

Present: Doña Keating (Chair), Hildja Saas (Deputy Chair), Karen Anderson, Rafael Escandon, Rosemary Hollinger, Donna Davison, Drew Pollom (Counsel), and Peggy Nimb (City Staff). Absent: Mark Markuly

2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE (:51)

Last month's agenda was inadvertently not approved, but the meeting proceeded as planned.

Approval of January 7, 2025 Agenda

MOTION: Donna Davison **SECOND:** Rafael Escandon Passed Unanimously

Approval of February 12, 2025 Agenda

MOTION: Rosemary Hollinger **SECOND:** Karen Anderson Passed Unanimously

No conflicts of interest disclosed.

3. PUBLIC COMMENT – None received. (3:00)

3.A Instructions for Providing Public Comment

4. REGULAR BUSINESS (4:12)

4.A Approval of Minutes

January 7, 2025 Regular Meeting Minutes

MOTION: Karen Anderson **SECOND:** Doña Keating Passed Unanimously

4.B Update: Outreach Opportunities (5:23) – Chair Keating announced that she, Dr. Escandon, and Ms. Saas will record the BARN podcast with Bob Ross on Feb 18, 2025, from 11 AM–1 PM. She has not heard back from B.I. Stander. Ms. Saas will follow up.

Approval of finalized Podcast Outline

MOTION: Donna Davison **SECOND:** Rafael Escandon Passed Unanimously

4.C Review Status of Pending Complaints (7:42) - Three Complaints remain on hold due to recent U.S. Court of Appeals filing. No additional complaints.

4.D Update: Training Subcommittee (8:20) – The Board discussed converting the proposed survey into a SurveyMonkey tool for City staff to email to Advisory Group chairs for member completion. They recommended removing questions #5 and #7 and revising the response setup for question #1 for consistency. The Board also reviewed case studies drafted by counsel for inclusion in updated training slides and discussed scheduling training per past practices and the 2024 Annual Report / 2025 Work Plan.

Approval of Survey, subject to discussed changes

MOTION: Doña Keating **SECOND:** Rosemary Hollinger Passed Unanimously

Approval of Case Studies

MOTION: Rafael Escandon **SECOND:** Rosemary Hollinger Passed Unanimously

5. NEW BUSINESS (35:06)

5.A Drafts of Proposed Changes to the Code of Conduct and Ethics Program

Approval of Draft 1: Per 2022 Annual Report / 2023 Work Plan & 2023 Annual Report / 2024 Work Plan

MOTION: Rosemary Hollinger **SECOND:** Rafael Escandon Passed Unanimously

Approval of Draft 2: Per 2022 Annual Report / 2023 Work Plan; 2023 Annual Report / 2024 Work Plan; and 2024 Annual Report / 2025 Work Plan

MOTION: Donna Davison **SECOND:** Doña Keating Passed Unanimously

5.B. Draft of Proposed Changes to Ethics Board Operating Rules

Approval: Per 2022 Annual Report / 2023 Work Plan; 2023 Annual Report / 2024 Work Plan; and 2024 Annual Report / 2025 Work Plan, subject to discussed edit.

MOTION: Rafael Escandon **SECOND:** Karen Anderson Passed Unanimously

6. AGENDA FOR NEXT MEETING (47:07)

All existing items, except 5.A. and 5.B. Youth Engagement update under Outreach.

7. NEXT MEETING DATE: Wednesday, March 12 2025, at 6:30 pm.

8. GOOD OF THE ORDER (49:23) – Brief discussion regarding new Mayor and Deputy Mayor.

9. ADJOURNMENT - 7:20 PM (50:00)

MOTION: Rafael Escandon **SECOND:** Rosemary Hollinger Passed Unanimously

/s/

03/12/2025

Doña Keating, Chair

Date