

COBI ETHICS BOARD
Regular Meeting
Wednesday, May 14, 2025
In-person and via Zoom

Minutes

1. CALL TO ORDER/ROLL CALL—6:39 PM

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

2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Approval of May 14, 2025 Agenda

MOTION: Donna Davison **SECOND:** Karen Anderson Passed Unanimously

No conflicts of interest disclosed.

3. PUBLIC COMMENT – None received.

3.A Instructions for Providing Public Comment

4. REGULAR BUSINESS

4.A Approval of Minutes

April 9, 2025 Regular Meeting Minutes

MOTION: Donna Davison **SECOND:** Hildja Saas Passed Unanimously

4.B Update: Outreach Opportunities – Ms. Nimb only received three board member responses regarding May availability for Farmers Market. May 24 is the designated date and Chair Keating will confirm Mr. Escandon’s availability so both can confirm participation.

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

4.D Training Updates – Ms. Anderson made a motion to table the discussion of survey results until the June meeting, citing the potential for full board attendance. The motion was not seconded and did not carry.

The board proceeded to review the survey responses. Ms. Anderson proposed conducting in-person training sessions for all Advisory Groups. Chair Keating reminded the board that previously approved decisions, including the training format and schedule outlined in the Annual Report and Work Plan, should be upheld unless new, compelling information arises. She

noted the importance of maintaining consistent governance practices and operating within the board's mandate.

Chair Keating and Ms. Davison emphasized that with City Council set to approve mandatory ethics training, it would be more appropriate to implement the new requirement and then reassess training outcomes through a future survey. Of the ten respondents, eight indicated they had not completed 2024 training, despite City staff distributing the materials. However, no feedback warranted a change to the current training content or delivery method.

City Council is expected to vote on the Resolution adopting the board's proposed Code updates at its May 27 Regular Business Meeting. Once approved, training sessions can be scheduled accordingly. A brief discussion followed regarding modifications to Article III, Section B(1), including the addition of language addressing City employees and the removal of subsection B(1)(b). Mr. Tsoming agreed to follow up, and Chair Keating offered to attend the Council meeting to provide clarification and answer any questions.

5. AGENDA FOR NEXT MEETING - All existing items, with the addition of new business to appoint the Chair and Deputy Chair.

6. NEXT MEETING DATE: Wednesday, June 11, 2025, at 6:30 pm.

7. GOOD OF THE ORDER – Chair Keating and Ms. Anderson spoke about the Volunteer Appreciation Event and expressed gratitude to the City for hosting. Chair Keating advised that an applicant for the Ethics Board was being interviewed on May 15.

8. ADJOURNMENT - 7:19 PM

MOTION: Donna Davison **SECOND:** Hildja Saas Passed Unanimously

_____/s/_____/ June 17, 2025
Doña Keating, Chair Date