

## **Erie County Ethics Board**

September 2014 Meeting Minutes

September 8, 2014

8:00 a.m.

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**MEMBERS PRESENT:** Steven Schwartz, Chair  
Chris Trapp, Vice-Chair  
Kim Bowers, Secretary  
Anna Falicov

**STAFF PRESENT:** Tami Burns-DiCioccio, Administrative Staff

**MEMBERS ABSENT:** Rebecca Town  
Jeremy Toth, Ex-Officio

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1. Review and approval of July 2014 minutes
  - Motion made by Chris Trapp and seconded by Anna Falicov to approve the July minutes as written by Steven Schwartz. All present voted in favor and the motion passed.
2. Website / Email Updates
  - No report.
3. Communications
  - FOIL request (Spina for Buffalo News) – future FOIL requests for information regarding disclosure reports can be obtained personally by requestors.
  - Responses to follow-up requests for information on 2013 disclosures (Schwartz) Washousky; Gach – Schwartz provided update to both as to further information that should be provided in the future. The board will review follow up letters for verbiage based on concerns from receivers of the letter.
4. Old Business:
  - Written responses to follow-up requests – all have been submitted – none outstanding.
5. New Business:
  - Board Policy & Procedure for Investigation and FOIL Notices
    - i. FOIL Notices – a practice has been established in which the board will inform requestees when a FOIL request has been made and from whom it was requested.
  - Code of Ethics (drafted by Davis): review and compare to our current Code. Prepare for comments and/or recommendations for the next meeting.
6. Next meeting: Motion to cancel October meeting requested by Trapp and seconded by Bowers. Motion passed. Next meeting will be held on Monday, November 3<sup>rd</sup>.
7. Motion to adjourn was made by Falicov and seconded by Trapp. All present voted in favor and the meeting was adjourned at 8:30 a.m.