



July 24, 2013

**COUNTY OF ERIE**  
**STEFAN I. MYCHAJLIW**  
**COMPTROLLER**

David Mineo, Chairman  
Erie County Board of Ethics  
5373 Village Station Circle  
Williamsville, New York 14221

**Re: Follow-up Review – Erie County Board of Ethics**

Dear Mr. Mineo:

The Erie County Comptroller's Office is commencing a follow-up review of the Erie County Board of ("Board") Ethics for the period January 1, 2013 through July 19, 2013.

In addition to reviewing the implementation of recommendations made in our prior report of August 2010, we will examine the Board's process for and the review of the Annual Statements of Financial Disclosure (Statements) required to be filed by candidates for County public office and County officials/employees subject to the Code of Ethics (Code). Among other items, we will examine the appointment process to and membership of the Board, the minutes of Board meetings and the Board's process for reviewing the Statements submitted to them. We will also examine the representations made by the head of every County department or administrative unit concerning applicability of the Code to themselves and their employees. Further, we will examine the Statements submitted and determine whether or not all County officials/employees and candidates for County public office complied with Local Law No. 10-1989 (as amended).

I would like to meet as soon as possible to discuss the procedures for our review. David Kinda, Senior Auditor will contact you to set up a time and location for our meeting. If there are any concerns or issues that you would like us to review, please feel free to bring them to our attention. Contact me at 858-8430 or via e-mail at [Teresa.Fraas@erie.gov](mailto:Teresa.Fraas@erie.gov) if you have any questions. Thank you in advance for your assistance and cooperation.

Sincerely yours,

Teresa M. Fraas  
Deputy Comptroller – Audit

cc: Hon. Mark C. Poloncarz, Erie County Executive  
Erie County Legislature ✓  
Robert Keating, Director, Budget and Management  
Erie County Fiscal Stability Authority