

SANDOVAL COUNTY ETHICS BOARD

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QUARTERLY ACTIVITIES REPORT FOR THE PERIOD JULY 1, 2019 – SEPTEMBER 30, 2019

Ethics Board Members

Term Expiration

Robert Wilkins, Chair
(Appointee of District 1 Commissioner Katherine A. Bruch)

January 2021

Christopher Elam, Vice Chair
(Appointee of District 3 Commissioner Michael Meek)

February 2021

Richard Coe
(Appointee of District 2 Commissioner Jay C. Block)

January 2021

Brian Foster
(Appointee of District 4 Commissioner David J. Heil)

January 2021

Mike Patrick
(Appointee of District 5 Commissioner F. Kenneth Eichwald)

January 2021

Current alternates to the Ethics Board are David Craig (District 1), Arnold Farley (District 2), and Cindy Adelsberg (District 3). Alternate positions for Districts 4 and 5 are vacant.

STATUTORY AUTHORITY

The Sandoval County Ethics Ordinance is Chapter 2, Article V, Sections 2-171 through 2-184 of the Sandoval County Code ("Ethics Ordinance"). The Ethics Board also operates in accordance with relevant New Mexico statutes such as the Open Meetings Act and Inspection of Public Records Act.

ETHICS BOARD RESPONSIBILITIES

The Ethics Board administers the Ethics Ordinance for county officials, unclassified employees, and members of county boards and commissions. The jurisdiction of the Ethics Board is limited to acting within the scope of matters covered by the Ethics Ordinance.

In addition to acting on complaints and conducting due process hearings, the Ethics Board is also authorized to:

- Recommend amendments to the Ethics Ordinance to the Board of County Commissioners; and
- Provide advisory opinions regarding the applicability or interpretation of any provision of the Ethics Ordinance upon request of any contractor or public servant.

In addition to other responsibilities set forth in the Ethics Ordinance, the Ethics Board is responsible for providing the County Board of Commissioners with a quarterly report stating the number of complaints that were submitted alleging a violation of the Ethics Ordinance, the number of complaints submitted by the contract compliance officer to the Ethics Board, and a summary of the status of each complaint to include (i) the date of the complaint, (ii) date the complaint is to be heard, and (iii) date for possible final action.

ETHICS BOARD MEETINGS

The Ethics Board met once during the current reporting period.

Going forward, the Ethics Board expects to fulfill its obligation(s) to meet at least once per quarter, and more often when necessary.

ACTIVITIES RELATED TO THE DUTIES AND RESPONSIBILITIES OF THE ETHICS BOARD DURING THE CURRENT REPORTING PERIOD

Number of complaints submitted alleging violation of the Ethics Ordinance: **0**

Number of complaints submitted to the Ethics Board by the Contract Compliance Officer: **0**

Summary of the status of each complaint: **Not Applicable**

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