

SANDOVAL COUNTY ETHICS BOARD

C/O SANDOVAL COUNTY ATTORNEY'S OFFICE

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Robert Wilkins, Chair
Christopher Elam, Vice Chair
Richard Coe
Arnold Farley
Mike Patrick

Luis Robles
Contract Compliance Officer

David Craig, Alternate
Cindy Adelsberg, Alternate

To: The Honorable David J. Heil, Chair Sandoval County Commission
The Honorable Jay C. Block, Vice Chair Sandoval County Commission
The Honorable Katherine. R. Bruch, Sandoval County Commissioner
The Honorable Michael Meek, Sandoval County Commissioner
The Honorable F. Kenneth Eichwald, Sandoval County Commissioner

QUARTERLY REPORT FOR THE PERIOD OCTOBER 1, 2019 – DECEMBER 31, 2019

The Sandoval County Ethics Board ("Ethics Board") submits this report pursuant to Section 8(j)(3) of the Sandoval County Ethics Ordinance which states that:

...The ethics board shall provide the board of county 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 to the ethics board by the contract compliance officer and a summary of the status of each complaint to include the date of the complaint for the case to be heard and date for final possible action. The quarterly status report must be approved by the ethics board and made available to the public on the county's website...

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.

HISTORY

The Ethics Ordinance and Ethics Board were adopted and created, respectively, in May 2018. The Ethics Ordinance sets forth standards of conduct for all public servants, as defined in the Ethics Ordinance, including elected and appointed officers, and members of boards and

commissions. The Ethics Ordinance is in addition to the personnel rules and regulations of Sandoval County.

ORGANIZATION

The Ethics Board consists of five (5) members and five (5) alternate members appointed by the county commissioners, with each commissioner appointing one member, and one alternate from his or her district. The term of office for each board member and alternate board member is two (2) years, subject to reappointment thereafter. Members of the Ethics Board may not be affiliated with county government in any capacity, including, but not limited to, employment, appointment, or election. In addition, members may not hold elected public office or office with any political party within the county.

The Ethics Board members are Robert Wilkins, Chair (District 1), Christopher Elam, Vice-Chair (District 3), Richard Coe (District 3), Arnold Farley (District 4), and Mike Patrick (District 5).

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

The County Contract Compliance Officer, Luis Robles, is a neutral, non-partisan county official that advises the Ethics Board and performs other duties as set forth in the Ethics Ordinance.

ETHICS BOARD RESPONSIBILITIES

The Ethics Ordinance is intended to: 1) establish standards of conduct for all public servants, as defined by the Ethics Ordinance, "by setting forth those acts and actions which are incompatible with the best interests of the County"; and 2) protect county employees and volunteers from undue influence, threats or fear of threat, or reprisal with respect to the exercise of their constitutional right to support candidates of their choice.

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 the other responsibilities set forth in the Ethics Ordinance, the Ethics Board is responsible for providing the County Board of Commissioners with a quarterly report as discussed above.

ETHICS BOARD MEETINGS

The Ethics Board met twice 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. Ethics Board meetings for 2020 are currently scheduled for March 5, April 23, July 16 and November 12, 2020.

ACTIVITIES RELATED TO THE DUTIES, RESPONSIBILITIES AND AUTHORITY 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 Ethics Board by Contract Compliance Officer: **0**

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

At its October 2, 2019 meeting the Ethics Board considered and approved a flowchart setting out Ethics Board procedure regarding complaints alleging a violation(s) of the Ethics Ordinance. The flowchart is intended to assist Sandoval County residents and those covered by the Ethics Ordinance in understanding the procedure set out in the Ethics Ordinance, and it is posted on the Ethic's Board's page on the Sandoval County website.

At its December 19, 2019 meeting the Ethics Board began consideration of suggested amendments affecting the application, administration and scope of the Ethics Ordinance. The Ethics Board expects its consideration of those suggested amendments to continue in 2020.

LOOKING FORWARD

The members and alternate members of the Ethics Board are honored to have had the opportunity to serve Sandoval County during the first year of existence of the Ethics Board.

The Ethics Board will continue to fulfill its mandate with diligence and fidelity while seeking to promote integrity and public trust in the areas and matters covered by the Ethics Ordinance.

Respectfully,

Sandoval County
Ethics Board