



KETCHIKAN GATEWAY BOROUGH

Board of Ethics

AGENDA

June 1, 2018, 3:30 p.m.

*Assembly Chambers, White Cliff Building
1900 First Avenue, Suite 144*

- 1. Call to Order—Roll Call**
- 2. Approval of the Agenda**
- 3. Citizen Comments**
- 4. Approval of Minutes**
- 5. a. Minutes of March 30, 2018**
- 6. Staff Reports**
 - a. Report of Conflict of Interest Disclosures, Rulings, and Ethics Advice Log**
- 7. Unfinished Business**
- 8. New Business**
 - a. Discussion of Topics Related to Provisions of the Borough Ethics Code**
- 9. Member Comments**
- 10. Meeting Date Selection**
- 11. Adjournment**

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Board of Ethics

March 30, 2018

Assembly Chambers, White Cliff Building

Call to Order

The meeting was called to order by Chair Baca at 3:30 p.m. and the roll was called:

Members Present: Chris Baca, Regular Member; Dalton Fox, Regular Member; Kasia Polanska, Alternate Member; Alison Ziegler, Alternate Member

Members Absent: Dennis McCarty, Regular Member

Staff Present: Attorney Brown, Clerk Paxton

Chair Baca declared that Alternate Member Ziegler would participate in voting due to the absence of Regular Member McCarty.

Citizen Comments

There were no citizen comments.

Approval of the Agenda

M/S FOX/ZIEGLER to approve the agenda

MOTION DECLARED CARRIED VIA UNANIMOUS CONSENT

Approval of Minutes: Minutes of December 1, 2017

Clerk Paxton reported that a minor typographical correction would be made.

M/S FOX/ZIEGLER to approve the minutes of December 1, 2017 as amended

MOTION DECLARED CARRIED VIA UNANIMOUS CONSENT

Unfinished Business

There was no unfinished business.

Staff Reports

Ethics Advice and Disclosure Log

Clerk Paxton distributed the 'Ethics Advice and Disclosure Log December 1, 2017 – March 30, 2018' prepared by the Borough Clerk and Borough Attorney, as well as a copy of KGBC Ch 2.20 (Assembly – Conflict of Interest), and the 'Board of Ethics Rules of Procedure'¹. Attorney Brown introduced himself to the Board and provided a verbal summary of the advice and disclosure log.

Attorney Brown explained the report was written with a level of abstraction in order to not specifically identify parties involved. He noted that the intent of the ethics code (KGBC Ch 2.20) was to encourage disclosure of conflicts of interest. He emphasized the importance that officials be able to make inquiries to staff regarding potential conflicts with some degree of anonymity. He described his experience with an 'ethics hotline' available in another state in which officials could call anonymously to seek guidance on ethics issues. He said the intent was to gain compliance, which was in the public interest. Chair Baca voiced agreement with the value of a level of anonymity as to not discourage the inquiries.

Attorney Brown announced that the Clerk and Attorney would be providing a mid-year training to Borough Officials on Open Meetings Act (OMA), Conflicts of Interest, Public Records, and Roles and Responsibilities on May 2. Clerk Paxton informed that all Borough officials would be invited to attend, and a public notice of attendance would be published to meet the OMA requirements.

Clerk Paxton informed the board that the report was provided in order to keep the board apprised of activities and disclosures made since the last quarterly board meeting, and to provide an opportunity for the board to offer guidance to the Clerk and Attorney for their advice given to officials.

New Business

Discussion of topics related to provisions of the Borough Ethics Code

Clerk Paxton said that no topics had been scheduled for discussion, but members could address provisions of the ethics code, or make recommendations for potential amendments. No items were raised by the board.

Member Comments

¹ Clerk's Note: The 'Ethics Advice and Disclosure Log December 1, 2017 – March 30, 2018' is available in the Clerk's Office upon request. The full KGB Code of Ordinances and the 'Board of Ethics Rules of Procedure' are available on the Borough website.

Member Fox welcomed Attorney Brown and thanked him for his assistance to the board.

Selection of Next Meeting Date

The next quarterly board meeting was scheduled for 3:30 p.m. Friday, June 1, 2018.

The meeting adjourned at 4:00 p.m.

Chris Baca, Chair

ATTEST:

Kacie Paxton, Borough Clerk

APPROVED: June 1, 2018