

# RENSSELAER COUNTY ETHICS BOARD

## APRIL 4, 2024 MEETING MINUTES

Date: Friday, April 4, 2024

Time: 3:30 P.M.

Location: Room 302, 3rd Floor Conference Room, Rensselaer County Office Building, 99 Troy Road, East Greenbush, NY

Notice: In accordance with Public Officers Law Section 104

Board Members Present: Theresa Sullivan  
Frederick W. Kirwin  
Larry Kivitz

Board Member Absent: Stacey Farrar

Others Present: Carl J. Kempf III, Esq., County Attorney  
3 members of the public

### I. CALL TO ORDER

- Meeting was called to order at 3:30 pm

### II. MINUTES

- Motion by L. Kivitz to accept the minutes of the last meeting as presented
- Motion seconded by F. Kirwin
- Motion was unanimously approved

### III. ANNUAL DISCLOSURE STATEMENTS

- County Attorney Kempf noted: (i) all persons on the 2023 list of public officials filed a 2023 Annual Disclosure Statements and (ii) the 2023 Annual Disclosure Statements were sent to the Board Members for review
- T. Sullivan noted that the 2023 Annual Disclosure Statements are on file with the County Clerk
- No further action taken

#### **IV. REVIEW OF LIST OF PUBLIC OFFICIALS FOR 2024**

- F. Kirwin recommended the addition of Ken Bruno to the List of Public Officials
- County Attorney Kempf recommended the following additional updates to the List of Public Officials: (i) addition of Jessica Eckert as Commissioner of Employment & Training; (ii) addition of the part-time Medical Examiner retained by the County; (iii) deletion of Paul Glasser and substitution of note that position of Public Safety Deputy Director is vacant; and (iv) deletion of Laurie Danaher and substitution of note that position of Weights & Measures Director is vacant.
- Motion by L. Kivitz to direct the County Attorney to update the List of Public Officials as recommended and to approve the List of Public Officials as updated
- Motion seconded by F. Kirwin
- Motion was unanimously approved

#### **V. COMPLAINT FORM**

- County Attorney Kempf presented a complaint form and recommended that the Board implement the form as part of its process and procedures in accordance with the Ethics Law
- County Attorney Kempf will post the complaint form on the Board website

#### **VI. VOTE TO ADJOURN PUBLIC SESSION TO EXECUTIVE SESSION**

- Motion by L. Kivitz to enter into executive session for the following purposes:
  - Discuss, with respect to correspondence received by the Board regarding a particular person, matters regarding the employment history of such person or matters leading to the demotion, discipline, suspension, dismissal or removal of such person (Public Officers Law § 105.1.f)
- Motion was seconded by F. Kirwin
- Motion was unanimously approved

#### **Executive Session**

- Unanimously approved to direct the County Attorney to notify the corresponding individual that the Board declines to exercise jurisdiction due to absence of sworn complaint.

## **VII. RETURN TO PUBLIC SESSION**

- After return to public session, there being no further business, at 3:40 pm unanimously approved to adjourn the meeting

## **VIII. ADJOURNMENT**

- Next meeting date to be scheduled