



Clark County Ethics Commission

Meeting Minutes of February 9, 2023

The Clark County Ethics Commission, held an online meeting via WebEx, with Barbara Baskerville, Darcy Rourk, and Adam Murray.

THURSDAY, FEBRUARY 9, 2023

2 P.M.

County Manager Kathleen Otto, lead this first meeting with introductions and an overview:

- Kristin Phillips had sent sample bylaws from other jurisdictions for review, as this commission will need to create the bylaws for CCEC.
- There has been an Ethics Commission hotline setup and staff will monitor this hotline.
- Clark County Code 2.07, referring to the RCW and HR policy that will be emailed to each member.
- There are no current ethic complaints for the CCEC to review.
- Christine Cook stated that all emails will need to be sent to Kristine Phillips and then she will email the Commission members.
- The members will need to have OPMA and public records training.
- There are two(2) parts to an ethics complaint:
 - The CCEC will review the complaint received and determine if the complaint falls under the RCW and or code.
 - If the complaints do fall under the RCW and or code, then you will determine on how to move forward.
- **Question proposed to the Commission is how can staff assist you in moving forward?**
 - Adam Murray stated that he researched different counties ethic commission bylaws such as Pierce County and would like a more robust commission.
 - Darcy Rourk agreed as she researched the Oregon State ethics commission.
 - Barbara Baskerville suggested splitting up the bylaws into thirds and each member take a section.
 - Commission reviewed Pierce County Ethics Commission's, Administrative Procedures.
 - Staff will revise the Pierce County Ethics Commission's Administrative Procedures via track changes with the Clark County Codes and verbiage and present back to the commission for review.
 - Adam asked Darcy and Barbara to consider "recusal" as Adam is a practicing attorney and may need to recuse himself at times and how that looks as three panel board.
 - The CCEC may need to post for an alternate member in the case a member may need to recuse themselves and or a member is out.
 - All emails and electronic communication will be through the set-up county emails.

ACTION: Moved by Darcy to **APPROVE** Adam Murray as Chair of the Clark County Ethics Commission. Barbara seconded the motion. All aye/motion carried.

Next Meeting will be Thursday, March 2, 2023, at 3:00 p.m.

MEETING ADJOURNED

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