

## **CARSON CITY ETHICS ORDINANCE REVIEW COMMITTEE**

### **Minutes of the November 14, 2013 Meeting**

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A meeting of the Carson City Ethics Ordinance Review Committee was scheduled for 1:30 p.m. on Thursday, November 14, 2013, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Ande Engleman  
Vice Chair Janette Bloom  
Member Caren Cafferata-Jenkins  
Member Dawn Ellerbrock  
Member Angela Miles

**STAFF:** Larry Werner, City Manager  
Alan Glover, Carson City Clerk-Recorder  
Tina Russom, Deputy District Attorney  
Tamar Warren, Deputy Clerk/Recording Secretary

**NOTE:** A recording of these proceedings, the Ethics Ordinance Review Committee's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

- 1. CALL TO ORDER** (1:31:05) – Chairperson Engleman called the meeting to order at 1:31 p.m.
- 2. ROLL CALL** (1:31:22) – Roll was called; a quorum was present.
- 3. PUBLIC COMMENT** (1:31:37) – Chairperson Engleman entertained public comments; however, none were forthcoming.
- 4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES** (1:31:55) – Member Bloom moved to approve the minutes of the October 10, 2013 meeting. The motion was seconded by Member Miles. Motion carried 5-0.
- 5. FOR POSSIBLE ACTION: ADOPTION OF AGENDA** (1:32:37) – Chairperson Engleman introduced the item. Member Bloom moved to adopt the agenda as presented. The motion was seconded by Member Miles. Motion carried 5-0.
- 6. FOR POSSIBLE ACTION: TO RECOMMEND THE BOARD OF SUPERVISORS ADOPT AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.34 CODE OF ETHICS FOR ELECTED AND APPOINTED OFFICIALS BY REPEALING THE ENTIRE CHAPTER, AND OTHER MATTERS PROPERLY RELATED THERETO.** (1:33:55) – Chairperson Engleman introduced the item. Member Bloom moved to recommend to the Board of Supervisors to adopt an ordinance amending the Carson City Municipal Code Title 2, Administration and Personnel, Chapter 2.34 Code of Ethics for Elected and Appointed Officials by Repealing the Entire Chapter, and other matters properly related thereto. The motion was seconded by member Cafferata-Jenkins. Member Cafferata-Jenkins clarified for the record that the Committee has gone through the entirety of the existing ordinance and made some initial determinations that the ordinance provisions were duplicative of State law or were unnecessary. Chairperson Engleman also noted that the State law took precedence over the local ordinance and was more far-reaching, making it more important for "everyone to follow"; adding that this decision was not arrived-upon lightly. Motion carried 5-0.
- 7. FOR POSSIBLE ACTION: TO RECOMMEND THE BOARD OF SUPERVISORS ADOPT A RESOLUTION ESTABLISHING A POLICY OF ETHICS COMPLIANCE FOR CARSON CITY ELECTED AND APPOINTED PUBLIC OFFICERS AND PUBLIC EMPLOYEES.** (1:36:50) – Chairperson Engleman introduced the item and referred to a proposed resolution in the agenda packets, drafted by City Staff, and recommended

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by Mr. Glover. She also clarified that the Committee's role was to make recommendations to the Board of Supervisors, and not to pass any ordinances. **Member Miles moved to recommend that the Board of Supervisors adopt a resolution establishing a policy of ethics compliance for Carson City elected and appointed public officers and public employees. The motion was seconded by Member Ellerbrock.** Member Cafferata-Jenkins believed that the public policy language at the beginning of the ordinance was important to communicate to the public, the public officers, and the public employees to whom the ethics and government laws apply. She also stated that the public should be made aware that ethics was important to Carson City.

Chairperson Engleman entertained public comments. Bill Prowse, introduced himself as a member of the Carson City Audit Committee and a retired auditor, and noted that that he was speaking as a private citizen. He indicated that changing the Carson City code "makes sense" and inquired about NRS 281.A500, which requires an acknowledgement from a public officer receipt of a copy of ethics law and standards. Mr. Prowse questioned why public employees are not also required to provide an acknowledgement when they receive a copy of the same information. Mr. Werner explained that this item was discussed previously, adding that now new hires are required to read the City's policies and procedures and must acknowledge that they have read them.

Ms. Cafferata-Jenkins also stated that there was no State law requiring public employees to acknowledge the receipt of the ethics policies. However, she pointed out that the resolution required the Board of Supervisors to "encourage all Carson City public officers and public employees to familiarize themselves with the requirements of Nevada law related to Ethics, including arranging for or hosting training opportunities in Carson City". Discussion ensued regarding the resolution, and all Committee members agreed that it was well-written.

Chairperson Engleman entertained additional discussion and when none was forthcoming, a vote. **Motion carried 5-0.**

**8. COMMITTEE COMMENTS - INFORMATIONAL ONLY.** (1:48:56) – Chairperson Engleman explained that this Committee would still be in existence until disbanded by the Board of Supervisors. However, she received confirmation that this was the Committee's final meeting.

Chairperson Engleman entertained additional discussion and when none was forthcoming, a vote. **Motion carried 5-0.**

**9. PUBLIC COMMENT** (1:52:10) – Chairperson Engleman entertained public comments; however, none were forthcoming.

**10. FOR POSSIBLE ACTION: TO ADJOURN.** (1:52:22) – Chairperson Engleman entertained a motion. **Member Cafferata-Jenkins moved to adjourn. The motion was seconded by Member Miles. The meeting was adjourned at 1:52 p.m.**

The Minutes of the November 14, 2013 Ethics Ordinance Review Committee Meeting are respectfully submitted this 26th day of November, 2013.

ALAN GLOVER, Clerk - Recorder

By: \_\_\_\_\_  
Tamar Warren, Deputy Clerk/Recording Secretary