

**MINUTES OF THE**  
**SANTA FE COUNTY**  
**ETHICS BOARD MEETING**

**November 9, 2022**

**I. Call to Order**

This meeting of the Santa Fe County Ethics Board was convened by Chair Carol Thompson, on the above-cited dated at approximately 3:00 p.m. in the Agua Fria Conference Room, 102 Grant Avenue, Santa Fe, New Mexico.

This meeting was conducted in a hybrid manner with both in-person and virtual participation.

**II. Roll Call**

Roll call indicated the presence of a quorum as follows:

**Member Present:**

Carol Thompson, Chair [via Webex]  
Michael “Rosey” Rosanbalm, Vice Chair  
Greg Coplans  
Tom Quaid

**Member(s) Excused:**

Jonelle Maison

**Others Present:**

Olivia Romo, Manager’s Office  
Estevan Sanchez, Assistant County Attorney  
Daniel Fresquez, Media Specialist [via Webex]  
Sonya Quintana, Human Resources Director [via Webex]  
Melinda Jagles-Moquino, Deputy Human Resources Director [via Webex]  
Chris Michels, Citizen [via Webex]

**III. Approval of Agenda**

There were no changes. Mr. Quaid moved to approve and Mr. Rosanbalm seconded. The motion passed without opposition.

#### **IV. Approval of September 1, 2022 Meeting Minutes**

The motion to approve the September minutes was made by Mr. Quaid and was seconded by Mr. Coplans. The motion carried unanimously.

#### **V. Santa Fe County Employee Training Recommendations**

Chair Thompson asked if the changes proposed at the previous meeting had been incorporated. Mr. Rosanbalm said they did not get that far pending a discussion with Human Resources (HR). Ms. Romo said the most recent version was circulated to HR. The process so far has been intense, reviewing the new code of conduct vis-à-vis the employee training. It is hoped HR will provide feedback on the current draft.

Chris Michels pointed out the presentation was hard to see. Attorney Sanchez stated citizen remarks were confined to the public comment portion of the meeting.

HR Director Quintana said she has reviewed most of the changes and found no issues. However, she planned to go through the modified version after which she and Ms. Jagles-Moquino can discuss them and/or adopt them. She stated she appreciated the effort that has gone into the proposed amendments.

Mr. Coplans said the current document reflects suggestions on how the training module might look. He asked if HR was open to revising the training. He indicated the goal is to enhance the ethical environment of the County and training is an important component to that. He added they are not inflexible; these are just suggestions.

Ms. Quintana expressed her desire to work cooperatively and reiterated her appreciation for the work done. She offered to assemble a training using the suggestions as a foundation. Once the new training is complete all employees can be retrained and generally trainings are renewed yearly.

Mr. Rosanbalm asked who receives the training: employees, elected officials, appointed officials, volunteers?

Ms. Quintana said HR only trains employees. Anything else would be up to the Manager's Office. Orientation for volunteer firefighters and poll workers is done through the Fire Department and Clerk's Office.

Mr. Rosanbalm opined everyone should get the training and be informed that it applies to everyone. Emphasis should be placed on the Code of Conduct.

Attorney Sanchez stated elected officials are onboarded with the Code of Conduct. The Manager's Office is interested in seeing the updates to the training.

Mr. Rosanbalm stated the training has much to commend itself but is convoluted and unclear. He noted the mention of pornography on computers, whether that would be unethical or illegal. Certain elements need more discussion. He said using examples is effective. The Ethics Board can help flesh out missing parts of the Code of Conduct.

Attorney Sanchez pointed out employees are also subject to the handbook. Ms. Quintana offered to send her comments to Ms. Romo by a week from Friday and meet with the Ethics Board thereafter.

A meeting was tentatively scheduled for November 30<sup>th</sup>. Ms. Romo said she will email out the time subject to everyone's availability.

Mr. Rosanbalm said the state mandates two hours of employee training biennially. He asked if the sessions were remote or in person. Ms. Quintana stated both options are offered. For certain departments, particularly those with multiple shifts such as the RECC and Corrections online trainings are more appropriate. They strive to do in-person, but on Webex participation is required. Trainings are not hybrid, they are either in-person or on the internet. Some departments close down to accommodate trainings for everyone at once.

In response to a question from Mr. Rosanbalm, Ms. Quintana said the County has 1044 FTEs and 782 filled positions.

## **VI. Ethics Board Website Revisions and Requests**

Ms. Romo shared the screen to show the website with the changes recommended at the previous meeting. She noted she and Mr. Fresquez updated the mission statement, and included the ordinance, highlighting Section 20 regarding reporting violations. It now contains information on retaliation. It is now live.

Mr. Coplans indicated it is much improved.

Mr. Rosanbalm said once the training is done it should be posted as well.

## **VII. Other Business**

None was offered.

## **VIII. Matters from the Public**

Mr. Michels asked why the public cannot participate in the meetings beyond Matters from the Public and noted he was unfamiliar with the Board members. Attorney Sanchez introduced the board members for his benefit.

Mr. Michels said he has been involved in these issues on a state level and at Los Alamos, and the public should be involved. The State Rules Act allows for public input. Los

Alamos incorporates by reference the State's Government Conduct Act which covers the same ground. He pointed out that the remedies in the ordinance are trivial; they should have "more teeth." Written censure would not get people's attention. Sending a recommendation to the district attorney takes it out of your hands. He asked whether breaking the law constituted an ethics violation. He applauded the affirmative duty to report violations, something the state lacks.

Mr. Michels said the County Clerk was in violation of the Election Code and he has complained to the District Attorney who did not return his call.

Attorney Sanchez said affirmative duty is in the ordinance and the Government Code of Conduct applies to County employees, elected officials and appointed officials.

Mr. Rosanbalm mentioned the County Code of Conduct went before the Board of County Commissioners on three occasions and no one from the public provided input. That was the time to make comments. Ms. Romo indicated there was notice of those meetings in the *New Mexican*. The ordinance was available on the website.

A discussion ensued regarding the process for making complaints, including the role of the contract ethics official who screens complaints.

Chair Thompson said the Ethics Board was created as a recommending body to update the old code. Board members can submit complaints but that would require recusal in a hearing.

Mr. Michels found fault with the requirement that complaints be sworn, which is not the case in the state. Additionally, the website is not helpful.

Mr. Coplans said the subject was extensively debated.

## **IX. Adjourn**

Upon motion by Mr. Rosanbalm and second by Mr. Quaid this meeting was declared adjourned at 4:08 p.m.

Approved by:

Carol Thompson  
Ethics Board President

Respectfully submitted:

Debbie Doyle, Wordswork

**DRAFT**

- subject to approval -