

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

**July 11, 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 2:00 p.m. via Webex.

In accordance with the Public Health Emergency Order issued by the State of New Mexico, and pursuant to the New Mexico Attorney General's Open Government Division Advisory during COVID-19, this meeting was conducted on a video/audio platform.

**II. Roll Call**

Roll call indicated the presence of a quorum as follows:

**Member Present:**

Carol Thompson, Chair  
Michael "Rosey" Rosanbalm, Vice Chair  
Greg Coplans  
Jonelle Maison

**Members Absent:**

[One vacancy]

**Others Present:**

Olivia Romo, Manager's Office  
Estevan Sanchez, Assistant County Attorney

**III. Approval of Agenda**

Ms. Maison moved to approve and Mr. Rosanbalm seconded.

Mr. Coplans requested staff provide an update on the status of the recruitment of a new board member. Ms. Romo offered to do so under VII, Other Business.

Ms. Maison amended her motion to include an update from staff regarding new membership. Mr. Rosanbalm seconded and the amended motion passed by unanimous voice vote.

#### **IV. Approval of March 24, 2022 Meeting Minutes**

Mr. Coplans requested the following correction on page 3: “Mr. Coplans noted that the draft State Code of Conduct no longer has...”

With that correction Mr. Coplans moved approval and Mr. Rosanbalm seconded. The motion carried unanimously.

#### **V. Discussion & Ratification of 2022 Meeting Schedule [see page 3]**

Ms. Romo requested the Board’s direction regarding meetings for the remainder of this calendar year.

Chair Thompson said that as a five-member board it’s important that meeting dates work with the members’ travel schedules.

Board members discussed their unavailability from September 13<sup>th</sup> through October 30<sup>th</sup> and Ms. Romo stated she would be out most of August.

#### **VII. Other Business**

##### **A. Update on Board Vacancy**

Ms. Romo said she and Mr. Sanchez have vetted the five applicants for the vacant position on the board. Interviews are scheduled for this week. Following interviews, staff will select a candidate and alternate and present their recommendation to the Board of County Commissioners on July 26<sup>th</sup>.

#### **VI. Matters from the Board**

##### **A. Santa Fe County Ethics Training and Ordinance Compliance**

The question of who would be conducting the training came up. Mr. Rosanbalm commented that until the BCC provides direction regarding training there is no reason to discuss it. Mr. Coplans added that he and Mr. Rosanbalm wrote to the BCC recommending training and to date have received no response.

Ms. Maison asked whether this Board still has a role once the ordinance is adopted.

Ms. Romo said that Santa Fe County may be in need of a more comprehensive ethics training process. Currently, according to the HR policies, all employees are required to take a one-hour online ethics training. Educating employees and volunteers would be valuable especially regarding the steps involved in a grievance process. If this Board developed a recommendation regarding training, she and Mr. Sanchez would forward it to the BCC.

Mr. Sanchez suggested that HR may be the appropriate entity to educate the employees and the BCC can determine how best to educate appointed and elected officials. He

recommended that the issue be discussed with the Manager and Attorney's Offices before forwarding it to the BCC.

Mr. Coplans suggested that this Board develop talking points regarding the value of education on the ordinance.

Ms. Maison said the Board should consider ways to make the ordinance of value to employees and officials.

In the past, Mr. Rosanbalm said the Ethics Board has worked by BCC directive and not on its own initiative.

Regarding the County's Ethics Board, Ms. Maison said the Board should obtain the BCC's endorsement to move forward and she agreed that developing talking points on why training is valuable was a good first step.

In the event this board wants to meet in August, Mr. Sanchez said he could coordinate the meeting logistics. September 1<sup>st</sup> at 2 p.m. was selected as the next meeting date. In-person meetings are possible by wearing masks and answering questions regarding Covid, stated Ms. Romo.

Mr. Rosanbalm and Mr. Coplans offered to develop talking points regarding ethics education. [Having selected a future meeting date, Mr. Rosanbalm excused himself from the remainder of the meeting.]

Mr. Sanchez suggested the first step would be contacting the County Manager and County Attorney's offices to get direction regarding educational programming.

ACTION: Mr. Coplans moved that he and Mr. Rosanbalm create talking points to forward to Mr. Sanchez for the purpose of asking the BCC whether proceeding with an educational program, under the purview of the Ethics Board, was appropriate. Ms. Maison amended the motion that the talking points supporting ethics education go first to the Manager and Attorney's offices for approval before forwarding the concept to the BCC. Mr. Coplans seconded and the amended motion passed without opposition.

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

None were offered.

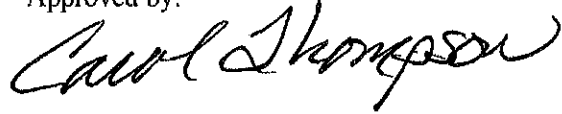
### **V. Discussion & Ratification of 2022 Meeting Schedule [Cont.]**

ACTION: Ms. Maison moved to accept September 1<sup>st</sup> at 2 p.m. as the next meeting date. Mr. Coplans seconded and the motion passed without opposition.

**IX. Adjourn**

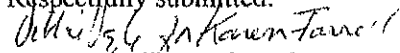
With no further business and having completed the agenda, Mr. Coplans moved to adjourn and Ms. Maison seconded. The motion carried and the meeting was adjourned at 2:42 p.m.

Approved by:



Carol Thompson  
Ethics Board President

Respectfully submitted:

  
Karen Farrell, Wordswork