

reference to past employment on page 4, section d. Downey also suggested more line spacing on page 6, section h and to add pages after page 8 for additional information to be added.

- b. Ethics Presentation status – Piazza prepared a PowerPoint presentation and will share it with the Board.
- c. April Baskin update – Piazza met with Rubin on the nepotism issue and the contractor concern, with Rubin bringing back more information for the Board.

6. New Business:

- a. Setting of Annual Disclosure timeline
 - 1. February 1, 2024: Letters to Department Heads regarding policy makers, etc. – Piazza is sending out the request letters to the parties
 - a. Department Heads
 - b. Election Candidates
 - c. Board members: Sewer Districts, ECWA, ECC, etc.
 - d. Elected Officials
 - 2. April 1, 2024: Letters and forms to individuals
 - 3. May 15, 2024: Disclosure Forms due
- b. Request to revise Ethics Code regarding definition of spouse and relative – see above
- c. Financial Disclosure forms for Citizen Salary Review Committee – will be sent out

7. Public Comments - none

8. Motion to adjourn – Gresham requested that the door be closed and a sign put up to advise people that the meeting is open – her concern was due to the construction outside the door which made hearing more difficult – Gresham also suggested a message be added to the website explaining what the Board of Ethics does – Motion by Downey, seconded by Gresham to adjourn the meeting at 10:13 a.m., approved unanimously.

9. Next meeting April 1, 2023 at 8:40 a.m., 16th floor ECH