

BOARD OF ETHICS
THURSDAY, AUGUST 7, 2025, 5:00 P.M.
ART PICK COUNCIL CHAMBER
3900 MAIN STREET, RIVERSIDE

MINUTES

PRESENT: Chair Newman, Vice Chair Hernandez, and
Members Vega, Foreman, DeHerrera, and Kilchenstein

ABSENT: None

STAFF PRESENT: Donesia Gause and Rahman Gerren

Vice Chair Hernandez called the meeting to order at 5:06 p.m.

PUBLIC COMMENTS

There was no one wishing to address the Board.

CONSENT CALENDAR

It was moved by Member Foreman and seconded by Member DeHerrera to approve the Consent Calendar as presented below affirming the actions appropriate to each item. The motion carried with Vice Chair Hernandez and Members Vega, Foreman, and DeHerrera voting aye and Chair Newman absent.

MINUTES

The minutes of the meeting of May 1, 2025, were approved as presented.

RECORD OF ABSENCE

The Board recorded the absence of Chair Newman from the June 5, 2025, meeting as excused.

DISCUSSION CALENDAR

RECORD OF ABSENCE

This item was removed from the agenda.

REVIEW OF BOARD OF ETHICS MEMBERSHIP STRUCTURE, ROLE, POTENTIAL CONSOLIDATION OPPORTUNITY, AND DEVELOPMENT OF CITYWIDE GOVERNANCE RESOLUTION FOR BOARDS AND COMMISSIONS

Following discussion, and without formal action, the Board proposed no recommendations for revisions to membership structure, role, potential consolidation opportunities, and development of Citywide rules of procedure and order of business resolution for boards and commissions.

Chair Newman entered the meeting at 5:50 p.m.

ANNUAL REVIEW OF THE CODE OF ETHICS AND CONDUCT FOR ITS EFFECTIVENESS
Following discussion, it was moved by Chair Newman and seconded by Member Foreman to recommend the Governmental Processes Committee consider the following revisions to the COE:

1. Under "RMC 2.78.040.F, insert "including vendors and contractors" after work to read:
 - F. Only those who live, work (including vendors and contractors), or attend school in Riverside may bring a complaint, unless the alleged violation took place outside of the boundaries of the City of Riverside and the complaining party must have personally witnessed or observed the alleged violation.
2. Under "RMC 2.78.050 - Core Values", add "I" regarding digital communications to read:
 - I. Digital communication must reflect the City's commitment to impartiality, fairness, and integrity. Online activity, messages or actions should not create, or appear to create, bias, partisanship, a conflict of interest, or predisposition on pending City matters.
3. Under "RMC 2.78.060 - Prohibited conduct", add "O" regarding digital misconduct prohibited to read:
 - O. Digital misconduct prohibited. Those subject to this code are prohibited from engaging in digital misconduct. Online activity or messages that create, or appear to create, bias, partisanship, a conflict of interest, or predisposition on pending City matters are strictly prohibited. Any violation of prohibited conduct under this code shall encompass online activity while representing your appointed or elected position.
4. Under "RMC 2.78.070.A – Written complaint procedures", add language regarding "whistleblower" complaints to read:
 - A. Only alleged violations of the prohibited conduct section of this chapter shall be grounds for a complaint against any public official pursuant to this chapter. Complainants are covered by whistleblower policies and the City will not retaliate nor tolerate retaliation against those who, in good faith, report suspected fraud, waste, or abuse, or participate in an investigation of a suspected violation.
5. Under "RMC section 2.78.070.5" and "RMC section 2.78.075.1.c", correct clerical error replacing "2.78.070(M)" with "2.78.060(M)" and remove "including when the policy of the City of Riverside was established" for alleged violations of Local Law Prohibited to read:

...For alleged violations of RMC Section 2.78.060(M), the complaining party must identify the specific section(s) of the Charter of the City of Riverside or the Riverside Municipal Code, or the policy of the City of Riverside, ~~including when the policy of the City of Riverside was established~~, that is alleged to have been violated...

6. Under RMC 2.78.070 Section E, revise the statute of limitations from 1 year to 2 years from the alleged violation date.
7. Under RMC 2.78.110, update "Inclusiveness, Community Engagement, and Governmental Processes Committee" to "Governmental Processes Committee" to reflect the name change that took place January 16, 2024.

The motion carried unanimously.

Following discussion, it was moved by Chair Newman and seconded by Member Foreman to (1) delegate Chair Newman, Vice Chair Hernandez and Board Member Kilchestein to present the recommendations listed above to the Governmental Processes Committee. The motion carried unanimously.

COMMUNICATIONS

BRIEF REPORTS ON MEETINGS ATTENDED BY BOARD MEMBER

Board Member Kilchenstein reported she attended the California Race Equity Commission meeting. Board Member Foreman reported she presented the Code of Ethics and Conduct annual review to three Boards and Commissions. Board Member Vega presented the Code of Ethics and Conduct annual review to the Museum of Riverside Board. Member Hernandez reported he attended the Townhall meeting in Ward 5 with Councilmember Sean Mill.

AD HOC COMMITTEE UPDATES

RESEARCHING SUBPOENA POWER AND AUTHORITY TO COMPEL CITY EMPLOYEE/REPRESENTATIVE TO APPEAR AS WITNESS FOR BOARD OF ETHICS HEARINGS UPDATE

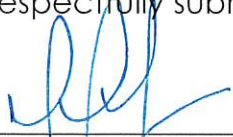
Vice Chair Hernandez reported research was complete and this committee should be disbanded.

ITEMS FOR FUTURE BOARD CONSIDERATION AS REQUESTED BY BOARD OF ETHICS MEMBERS ONLY ITEMS THAT FALL WITHIN THE POWERS AND DUTIES OF THE BOARD AS SET FORTH IN THE CITY CHARTER AND/OR THE RIVERSIDE MUNICIPAL CODE WILL BE AGENDIZED FOR FUTURE DISCUSSION.

Vice Chair Hernandez requested discussion for formation of an ad hoc committee for potential ballot measure for consideration by the Charter Review Committee. Member Foreman requested discussion for meeting time change from 5:00 p.m. to 6:00 p.m.

The meeting was adjourned at 7:24 p.m.

Respectfully submitted,



DONESIA GAUSE
City Clerk