

BOARD OF ETHICS
THURSDAY, FEBRUARY 6, 2025, 5 P.M.
ART PICK COUNCIL CHAMBER
3900 MAIN STREET, RIVERSIDE

MINUTES

PRESENT: Chair Vega, Vice Chair Newman, and Members DeHerrera Foreman, Hernandez, and Dr. Benson

ABSENT: None

STAFF PRESENT: Donesia Gause and Rahman Gerren

Chair Vega called the meeting to order at 5:03 p.m. and led the Pledge of Allegiance.

PUBLIC COMMENTS

There was no one wishing to address the Board.

CONSENT CALENDAR

It was moved by Member Foreman and seconded by Dr. Benson to approve the Consent Calendar as presented below affirming the actions appropriate to each item. The motion carried with Vice Chair Newman absent.

MINUTES

The minutes of the meeting of January 2, 2025, were approved as presented.

ABSENCES

The Board recorded the absence of Member DeHerrera from January 2, 2025, meeting as excused.

Vice Chair Newman arrived at 5:12 p.m.

DISCUSSION CALENDAR

BOARD OF ETHICS WORK PLAN UPDATE

Following discussion, it was moved by Member Foreman and seconded by Dr. Benson to (1) review the annual Work Plan for tasks in progress and establish the Work Plan for the upcoming year; (2) designated Vice Chair Newman to present the 2025 Work Plan to the Governmental Processes Committee; and (3) assigned Vice Chair Newman, Members Foreman and Hernandez to create method for Public Education and Public Outreach including videos on Code of Ethics process. The motion carried unanimously.

Board of Ethics Work Plan Tasks	Status
Provide training and advocacy to boards and commissions	ON-GOING
Establish a legal panel for use of outside counsel in lieu of CAO when needed	COMPLETE
Develop template for Statements of Findings for pre-conference and hearings of complaints for adoption by BOE	COMPLETE
Administer the duties and powers set forth in RMC 2.80.040	ON-GOING
Perform an annual review of COE – Recurring annually	ON-GOING
Deliver an annual report to the City Council in accordance with the BOE bylaws.	PENDING
Create method for Public Education and Public Outreach including videos on COE process	ON-GOING

AD HOC COMMITTEE TO RESEARCH SUBPOENA POWER AND AUTHORITY TO COMPEL CITY EMPLOYEE/REPRESENTATIVE TO APPEAR AS WITNESS FOR BOARD OF ETHICS HEARINGS UPDATE

Following discussion and without formal motion, Chair Vega provided an update on subpoena power and authority to compel City employee/representative to appear as witness for Board of Ethics hearings.

CANCELLATION OF MARCH 6, 2025, REGULAR MEETING

Following discussion, it was moved by Vice Chair Newman and seconded by Member Foreman to cancel the March 6, 2025, meeting due to a Boards and Commissions training session. The motion carried unanimously.

COMMUNICATIONS

BRIEF REPORTS ON MEETINGS ATTENDED BY BOARD MEMBER

There were no reports given at this time.

ITEMS FOR FUTURE BOARD CONSIDERATION AS REQUESTED BY BOARD OF ETHICS MEMBERS

Vice Chair Newman inquired about the Board recruitment status. City Clerk Gause will provide a written status update at the next Board meeting.

Dr. Benson announced she is moving to Texas, and this will be her last meeting as a Board member.

The meeting was adjourned at 5:34 p.m.

Respectfully submitted,

DONESIA GAUSE
City Clerk