

§19-15. Powers and duties.

The Board shall:

- A.** Appoint an Executive Director, if necessary and such staff as may be necessary to carry out its duties. The Board of Ethics may delegate authority to the Executive Director, if any, to act in the name of the Board of Ethics between meetings of the Board, provided that such delegation is in writing and the specific powers to be delegated are enumerated, and further provided that the Board of Ethics shall not delegate the power to conduct hearings, determine violations, recommend disciplinary action, impose any civil fine, refer any matter to a prosecutor or render any advisory opinion. The Office of the Clerk of the Legislature shall provide such office space, equipment and clerical personnel as may be necessary to support the operation of the Board of Ethics.
- B.** Adopt, amend and rescind rules and regulations to govern procedures of the Board of Ethics, including the promulgation of rules and regulations of the same import as those which the Joint Commission on Public Ethics or its successor under the New York State Law. Such rules and regulations shall include, but not be limited to, the procedure whereby an individual who is required to file an annual financial disclosure statement with the Board of Ethics may request an additional period of time within which to file such statement, due to justifiable cause or undue hardship; such rules or regulations shall provide for a date beyond which, in all cases of justifiable cause or undue hardship, no further extension of time will be granted.
- C.** Make available forms for annual statements of financial disclosure required to be filed pursuant to the Code of Ethics.
- D.** Act as a repository for completed financial disclosure forms filed pursuant to the Code of Ethics.
- E.** Review completed financial disclosure statements filed in accordance with the Code of Ethics no later than June 1 and July 15.
- F.** Receive complaints alleging a violation of the Code of Ethics.
- G.** Permit any individual required to file a financial disclosure statement to request the Board of Ethics to delete from the copy thereof made available for public inspection one or more items of information, which may be deleted by the Board of Ethics upon a finding by the Board of Ethics that the information which would otherwise be required to be disclosed will have no material bearing on the discharge of the reporting individual's official duties. If such request for deletion is denied, the Board of Ethics, in its notification of denial, shall inform the individual of his or her right to appeal the Board's determination pursuant to its rules governing adjudicatory proceedings and appeals.
- H.** Permit any individual required to file a financial disclosure statement to request an exemption from any requirement to report one or more items of information which may pertain to such individual's spouse or child, which item or items may be exempted by the Board of Ethics upon a finding by the Board of Ethics that the reporting individual's spouse or child objects to providing the information necessary to make disclosure and that the information which would otherwise be required to be reported would have no material bearing on the discharge of the reporting individual's official duties. If such request for exemption is denied, the Board of Ethics, in its notification of denial, shall inform the individual of his or her right to appeal the Board's determination pursuant to its rules governing adjudicatory proceedings and appeals.

I. Permit any individual who has not been determined by the County Executive to hold a policy-making position but who is otherwise required to file a financial disclosure statement to request an exemption from such requirement in accordance with rules and regulations governing such exemptions. Such rules and regulations shall provide for exemptions to be granted either on the application of an individual or on behalf of individuals who share the same job title or employment classification which the Board of Ethics deems to be comparable for purposes of this section. Such rules and regulations may permit the granting of an exemption where, in the discretion of the Board of Ethics, the public interest does not require disclosure and the applicant's duties do not involve the negotiation, authorization or approval of:

- (1) Contracts, leases, franchises, revocable consents, concessions, variances, special permits or licenses as defined in § 73 of the Public Officers Law;
- (2) The purchase, sale, rental or lease of real property, goods or services or a contract therefore;
- (3) The obtaining of grants of money or loans; or
- (4) The adoption or repeal of any rule or regulation having the force and effect of law.