



Office of the Broome County Legislature

Daniel J. Reynolds, MPA[®], RHU[®]

Chairman, 5th District Legislator

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Notice of Formation of the Ad Hoc Committee on Employee and Official Conduct and Ethics

WHEREAS, Broome County Charter and Administrative Code §C203(l) states that the County Legislature is empowered "To make such studies and investigations as it deems to be in the best interests of the County and, in connection therewith, to obtain and employ professional and technical advice, appoint temporary advisory boards of citizens, subpoena witnesses, administer oaths and require the production of books, papers and other evidence deemed necessary or material to such study or inquiry"; and

WHEREAS, Rule 5 of the Broome County Legislature Rules of Order authorizes the Chairman to appoint ad hoc committees and states that the Chairman shall be a member ex-officio of every committee, with no right to vote; and

WHEREAS, it is determined that a need exists to review current laws, policies and procedures as it relates to the conduct and ethics of employees and officials and to prospectively make recommendations for adjustments to the Broome County Legislature; now therefore, be it

RESOLVED, by powers granted in the Broome County Charter and Administrative Code and the Broome County Legislature Rules of Order, the Chairman of the Legislature, Daniel J. Reynolds, hereby establishes an Ad Hoc Committee as set forth herein:

1. The Committee herein established shall be known as the Ad Hoc Committee on Employee and Official Conduct and Ethics.

2. The Ad Hoc Committee's purpose is to make recommendations to the County Legislature on potential changes to the County Charter and Administrative Code or County Policies regarding the conduct and ethics of County employees and officials.

3. In order to accomplish said goal, the Ad Hoc Committee shall:

- Conduct a review of current County laws and policies
- Obtain and analyze laws and policies of other public entities to determine if gaps exist in Broome County's current laws and policies
- Seek guidance on best practices from trade groups and other organizations dedicated to management, personnel conduct and ethics matters

4. The following individuals are hereby appointed as the Legislative representatives:

- Stephen Flagg (1st District), Chairman of the Ad Hoc Committee
- Cindy O'Brien (10th District)
- Kim Myers (4th District)
- Susan Ryan (11th District)

5. The following additional individuals are hereby appointed:

- Kevin McManus (Deputy County Executive) or another designee of the County Executive
- Robert Behnke (County Attorney)
- Thomas Behan (Personnel Officer)

6. The committee shall hold its first organizational meeting prior to March 1, 2020.

7. The committee shall take effect immediately and shall report its recommendations to the Chairman of the Broome County Legislature no later than December 31, 2020.

A handwritten signature in blue ink, appearing to read "Daniel J. Reynolds". The signature is fluid and cursive, with the first name "Daniel" and last name "Reynolds" clearly distinguishable.

Daniel J. Reynolds, Chairman
Broome County Legislature
Dated: July 30, 2020