

**Board of Ethics**  
**(2023)**

Roderick Cassidy, Chair  
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**I. Description of Department**

- The Putnam County Board of Ethics ensures that all officers and employees avoid conflicts, or potential conflicts of interest, which conflict with their duty to the County or could adversely affect an individual's judgment in the discharge of their responsibilities.

**II. Services Provided**

- Establish high standards of ethical conduct for officers and employees of the County
- Afford officers and employees of the County clear guidance on such standards
- Promote public confidence in the integrity of the governance and administration of the County and its agencies and administrative offices
- By requiring public disclosure of financial interests that may influence or be perceived to influence the actions of County officers and employees, to facilitate consideration of potential ethical problems before they arise, and enhance the accountability of government to the people
- Provide for the fair and effective administration of the Code of Ethics

**III. Mission Statement**

- The Board of Ethics does not have a mission statement per se. However, the Board's Policy and Purpose are described in I and II noted above.

**IV. Population Served**

- Every officer or employee of the County of Putnam shall be subject to and abide by the standards of conduct set forth in the Code of Ethics
- All meetings of the Board are open to the public (except for executive sessions to review annual disclosure statements and consider complaints and requests for advisory opinions).

V. **Significant Events & Accomplishments in 2023**

- The Board investigated 10 complaints and requests for advisory opinions.
- One of the Board's primary responsibilities is to review the annual financial disclosure statements filed by County Board Members, officers, and employees. The review is to assure that the filed forms are complete and responsive on their face to the requirements of the law. The Board's review is done in executive session.
- 219 financial disclosure forms were reviewed.
- 7 Advisory and Policy board members did not file.
- Every Putnam County employee required to file submitted their financial disclosure

VI. **Staffing**

- Roderick Cassidy was reappointed and elected as Chair of the Board.
- Paul Eldridge was reappointed and elected as Secretary of the Board
- Barbara Scuccimarra was appointed and elected as Vice Chair of the Board
- John Sweeney and Joseph Demarzo appointed as members of the Board

VII. **Sources of Revenue**

- The Board of Ethics does not have a source of revenue.

VIII. **Goals for 2024**

- To seek full compliance for Financial Disclosure filings from all Advisory and Policy Board members