

Albany County Ethics Commission Meeting Minutes
April 8, 2025 3:00pm
Room 940
Albany County Office Building
112 State Street, Albany, NY 12207

Meeting conducted in person

In attendance: James Melita- Chairman; Bernard Malone- Member; Benedict Conboy- Member, Sia Googas- Ethics Counsel; Necole Chambers- Clerk of the Legislature; Human Resources Deputy Commissioner- Shannon Coffil
3 of 5 members present- quorum present

Meeting was called to order by Chairman Melita at 3:03 p.m.

1. Reviewed the meeting minutes from the February 12, 2025 meeting, a motion was made by Mr. Melita to adopt the minutes without modification. The motion was seconded by Mr. Malone, and the meeting minutes were adopted unanimously.
2. An update on the return of the 2024 Financial Disclosure Forms was provided by Ms. Googas. There were no new Financial Disclosure forms to review.
3. The Ethics Commission discussed the list of Required Filers for the Financial Disclosure Form for 2025
 - a. Clerk of the Legislature Chambers presented the list of required filers for Board members appointed by the County Executive or the County Legislature. A motion was made by Mr. Malone to accept the list of required filers for Board members as presented. The motion was seconded by Mr. Best.
 - b. Human Resources Deputy Commissioner Shannon Coffil presented the list of required filers that are employees of the County of Albany. Deputy Commissioner Coffil explained that the County Attorney's Office, Ethics Counsel, Human Resources and the Civil Service Division collaborated to create the list and that the list reflected the current Albany County workforce that fit the definition of Policy Making Official or High Ranking County Officer. A motion was made by Mr. Conboy to accept the list of required filers for County of Albany employees as presented. The motion was seconded by Mr. Melita.
4. The Ethics Commission reviewed the 2024 Annual Report. A motion was made by Mr. Conboy to adopt the 2024 Annual Report with a modification to include a signature line for the Chairman. The motion was seconded by Mr. Melita and the 2024 Annual Report was adopted unanimously.
5. The Ethics Commission discussed its next meeting and a tentative date was set for June 18th at 3pm.

6. Motion to adjourn – Mr. Conboy moved to adjourn, Mr. Malone seconded. The motion was passed unanimously.

Meeting ended at 3:38 pm.