

LOCAL FINANCE BOARD
Local Government Ethics Law
June 12, 2013

The meeting was called to order at 9:24 AM by Thomas H. Neff, Chair. Emma Salay stated that in accordance with the Open Public Meetings Act, C.10:4-6 et seq., proper notice was given to the Secretary of State, the Star Ledger and The Times. A roll call vote was taken; 6 members were present – Neff, Rodriguez, Blee, Fox, Avery and Light. A quorum was present. There are two vacancies. Also present were staff members Patricia Parkin McNamara, Eileen Brennen, Nick Bennett and Deputy Attorney General Donald Palombi.

MINUTES

May 8, 2013 - The Minutes of the meeting were passed.

At 9:25 AM a motion was made by Mr. Fox second by Mr. Light to go into closed session for the purpose of discussing complaints. A roll call vote was taken; 6 affirmative, 0 negative, 0 abstain, 0 absent. Motion passed.

At 10:00 AM a motion was made by Mr. Blee second by Mr. Avery to go into open session. A roll call vote was taken; 6 affirmative, 0 negative, 0 abstain, 0 absent. Motion passed. At 10:04 AM a motion was made by Mr. Neff second by Mr. Light to go into closed session for the purpose of discussing attorney advice. A roll call vote was taken; 6 affirmative, 0 negative, 0 abstain, 0 absent. Motion passed. At 10:05 AM a motion was made by Mr. Avery second by Mr. Fox to go into open session. A roll call vote was taken; 6 affirmative, 0 negative, 0 abstain, 0 absent. Motion passed.

COMPLAINTS

Considerations:

Concerning the matter of C08-021. A motion was made by Mr. Neff second by Mr. Avery to dismiss the complaint as no longer having a reasonable factual basis under the Local Government Ethics Law. A roll call vote was taken; 6 affirmative, 0 negative, 0 abstain, 0 absent. Motion passed.

[REDACTED]

[REDACTED]

[REDACTED]

Concerning the matter of C12-092. A motion was made by Mr. Light second by Mr. Fox to dismiss the complaint as having no reasonable factual basis under the Local Government Ethics Law. A roll

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud. The document also notes that records should be kept for a sufficient period to allow for a thorough audit.

3.2.2. Internal Controls

Internal controls are a key component of an organization's risk management strategy. They are designed to prevent, detect, and correct errors and fraud. The document outlines several key internal control objectives, including the protection of assets, the accuracy of financial reporting, and the efficiency of operations.

One of the primary objectives of internal controls is to ensure the accuracy and reliability of financial information. This is achieved through a variety of measures, such as the segregation of duties, the use of standardized procedures, and the implementation of automated controls. The document also discusses the importance of monitoring and reviewing internal controls to ensure they remain effective over time.

3.2.3. Risk Assessment

Risk assessment is the process of identifying, analyzing, and evaluating the potential risks that an organization faces. The document describes the various types of risks, including financial, operational, and reputational risks, and provides guidance on how to assess their likelihood and potential impact. It also discusses the importance of developing risk mitigation strategies to reduce the organization's exposure to these risks.

The document also discusses the importance of communication in risk management. It emphasizes that all employees should be aware of the organization's risk management policies and procedures, and that there should be a clear line of communication between management and staff. This helps to ensure that risks are identified and reported in a timely manner.

In addition, the document highlights the need for regular risk assessments. Risks are not static and can change over time due to changes in the organization's environment or internal processes. Regular assessments help to identify new risks and ensure that existing controls remain effective. The document also discusses the importance of documenting the results of risk assessments and the actions taken to mitigate risks.

The document concludes by emphasizing the importance of a strong risk management culture. This culture is one in which risk management is seen as a core part of the organization's operations, and where all employees are responsible for identifying and managing risks. The document provides several key recommendations for building a strong risk management culture, including the establishment of clear roles and responsibilities, the provision of training and resources, and the implementation of a robust risk management framework.

Overall, the document provides a comprehensive overview of risk management and offers practical guidance on how to implement an effective risk management program. It emphasizes the importance of a proactive and integrated approach to risk management, and the need for ongoing monitoring and improvement.

call vote was taken; 4 affirmative, 0 negative, 2 recuse (Neff and Rodriguez) 0 abstain, 0 absent. Motion passed.

Concerning the matter of C12-095. A motion was made by Mr. Light second by Mr. Fox to dismiss the complaint as having no reasonable factual basis under the Local Government Ethics Law. A roll call vote was taken; 4 affirmative, 0 negative, 2 recuse (Neff and Rodriguez) 0 abstain, 0 absent. Motion passed.

Concerning the matter of C13-021. A motion was made by Mr. Avery second by Mr. Blee to close the complaint and refer it to the Department of Public Safety/New Jersey Statewide Sandy Fraud Working Group. A roll call vote was taken; 4 affirmative, 0 negative, 2 recuse (Neff and Rodriguez) 0 abstain, 0 absent. Motion passed.

Determinations:

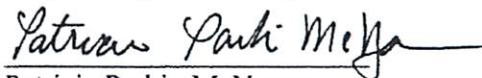
Concerning the matter of C10-011. A motion was made by Mr. Neff second by Mr. Blee to find the accused in violation of N.J.S.A. 40A:9-22.5.d under the Local Government Ethics Law, to issue a fine of \$100 and to waive the fine. A roll call vote was taken; 6 affirmative, 0 negative, 0 abstain, 0 absent. Motion passed.

Concerning the matter of C12-004. A motion was made by Mr. Neff second by Mr. Fox to find the accused in violation of N.J.S.A. 40A:9-22.5.d under the Local Government Ethics Law, to issue a fine in the amount of \$100 and to waive the fine if the accused attends a seminar on the Local Government Ethics Law within the next year. A roll call vote was taken; 6 affirmative, 0 negative, 0 abstain, 0 absent. Motion passed.

The Board determined at 10:19 AM to break from the Ethics portion of the meeting and take a brief recess. A brief recess was taken. The Board will reconvene to consider applications.

That Board reconvened to consider applications.

Respectfully submitted,



Patricia Parkin McNamara
Executive Secretary

