

County of Oneida
Local Law No. "1" of the year 1991

A local law to create the Oneida County Ethics and Disclosure Law in compliance with Article 18 of the New York State General Municipal Law

Be it enacted by the Board of County Legislators of the County of Oneida as follows:

LOCAL LAW INTRODUCTORY "G" OF 1990
LOCAL LAW NO. 1 OF 1991

I. PURPOSE

The purpose of this law is to create the Oneida County Ethics and Disclosure Law in compliance with Article 18 of the New York State General Municipal Law. The citizens of Oneida County are entitled to the expectation of exemplary ethical behavior from their county officers, employees and appointed officials, and this law is intended to create the minimum standards which constitute that behavior. This legislation recognizes that varying degrees of professional and governmental responsibility warrant equitable requirements of disclosure in pursuit of official integrity, which must be balanced against individual constitutional rights. Any particulars not determined in this law shall be construed within the provisions of General Municipal Law Article 18.

II. DEFINITIONS

Unless otherwise indicated, the following terms shall be defined such for the purpose of the Oneida County Ethics Law:

- (a) "Agency" means any of the divisions of County government, referred to in subdivision (e) of this section except the Board of Legislators.
- (b) "Ethics Board" pursuant to Article 18 of General Municipal Law means the Board of Ethics of the County of Oneida.
- (c) "Board" means the Oneida County Board of Legislators.
- (d) "Child" means any son, daughter, step-son or step-daughter of a County Officer, employee or appointed official if such child is under 18 or is a dependent of the officer, employee or appointed official as defined in the Internal Revenue Code Section 152(a)(1) and (2) and any amendments thereto.
- (e) "County" means the County of Oneida or any department, board, executive division, institution, office, branch, bureau, commission, agency, legislature or other division; or part thereof.
- (f) "Interest" means a direct or indirect pecuniary or material benefit accruing to a County Officer, employee or appointed official, his or her spouse, or child whether as the result of a contract with the County or otherwise. For the purpose of this chapter, a County officer, employee or appointed official shall be deemed to have an interest in the contract of (i) his/her spouse and children, except a contract of employment with the County (ii) a firm, partnership or association of which such officer, employee or appointed official or his/her spouse or child is a member or employee; (iii) a corporation of which such officer, employee or appointed official, or his/her spouse or child is an officer or director; and (iv) the outstanding capital stock of a corporation which is owned by an officer, employee or appointed official, or his/her spouse or child.

(g) "Legislation" means a matter which appears upon the calendar or agenda of the County Legislature of Oneida County or a committee thereof upon which any official action has been taken and shall include adopted acts, local laws, ordinances or resolutions.

(h) "Officer" or "employee" means any officer or employee of the County of Oneida and any elected officials, appointed officials and heads of any agency, institution, department, office, branch, division, council, commission, board or bureau of the County of Oneida whether paid or unpaid.

(i) "County elected official" means the County Executive, a County Legislator, the County Clerk, the District Attorney, the County Comptroller or Coroner.

(j) "Appointed official" means any individual who is appointed by the County Executive or the Board of Legislators or anyone having the authority to appoint derived from either of the foregoing to any agency, institution, department, office, branch, division, council, commission, board or bureau whether unpaid or paid.

(k) "Relative" means a spouse or child of a County officer, employee or appointed official.

(l) "Reporting officer, employee or appointed official" means an officer, employee or appointed official who is required to complete and file an annual statement of financial disclosure pursuant to this Local Law.

(m) "Spouse" means the husband or wife of an officer, employee or appointed official subject to the provisions of this Local Law unless legally separated from such officer, employee or appointed official.

(n) "Jurisdiction" shall mean having authority, capacity, power or right to act with regard to the management and administration of policy and supervision of personnel of the county agency in which she/he is an officer, employee or appointed official.

(o) "Reporting Category" for the purpose of completing the financial disclosure reports means the category of interest, income, value or worth of said reported items. No exact dollar amounts are to be included in the completion of the statements of financial disclosure rather all amounts are to be indicated using the following categories:

"A". - \$0 - \$5,000

"B". - \$5,001 - \$10,000

"C". - \$10,001 - \$25,000

"D". - \$25,001 - \$50,000

"E". - \$50,001 - \$100,000

"F". - Over \$100,001

(p) "Chief Elected Official" means, the County Executive, or his or her designee.

III. CODE OF ETHICS

A. Prohibited Activities

It is the policy of the County Legislature that all officers and employees must avoid conflicts or potential conflicts of interest. A conflict or a potential conflict exists whenever an officer, elected official, employee, or their relative has an interest, direct or indirect, which conflicts with their duty to the County or which could adversely affect an individual's judgment in the discharge of his or her responsibilities. No officer or employee shall:

1. Take action or participate in any manner whatsoever in his or her official capacity in the discussion, negotiation or the awarding of any contract or in any business or professional

dealings with the County of Oneida or any agency thereof in which the official or employee has or will have an interest, direct or indirect, in such contract or professional dealings.

2. Engage in, solicit, negotiate for or promise to accept private employment or rendered services for his or her personal benefit when such employment or service creates a conflict or impairs the proper discharge of his or her official duties.

3. Solicit, directly or indirectly, any gifts, or receive or accept any gift having the value of Twenty-five (\$25.00) Dollars, or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or in any other form, under circumstances in which it could be reasonably inferred that the gift was intended to influence him or her, or could reasonably be expected to influence him or her, in the performance of his or her official duties or was intended as a reward for any official action on his or her part.

4. Disclose confidential financial information or other information required to be kept confidential by statute or regulation in the course of his or her official duties or use such information to further his or her personal interest.

5. Take action on a matter before the County or any instrumentality thereof when, to his or her knowledge, the performance of that action would provide a pecuniary or material benefit to himself or herself.

IV. DISCLOSURE OF INTEREST

1. Any County officer, appointed official, employee or their relative who has, will have or intends to acquire a direct or indirect interest in any matter being considered by the Legislature of the County of Oneida or by any other official, board, agency, officer or employee of the County of Oneida and who participates in the discussion before or who gives an opinion or gives advice to any board, agency or individual considering the same, shall as soon as reasonably possible, publicly disclose on the official record the nature and the extend of such interest.

2. Any County officer, appointed official, or employee, or their relative, who has knowledge of any matter being considered by any board, agency, officer or employee of the County of Oneida in which matter he or she has or will have or intends to acquire any direct or indirect interest shall be required immediately to disclose, in writing, his or her interest to such board, agency, officer or employee, and the nature and the extent, thereof to the degree that such disclosure gives substantial notice of any potential conflict of interest.

V. LISTING OF POSITIONS

1. Annual Disclosure Required.

(a) Attached hereto as "Appendix B", which is fully incorporated into this law by this reference, is a listing of all positions for which financial disclosure is required of the persons holding one or more positions contained therein. Said "Appendix B" may be amended by the adoption of a Resolution of the Board as needed, subject to provisions of this law and New York State statutes. Any such amendment shall be effective immediately, and a certified copy thereof shall be filed with the Ethics Board within five (5) days of its adoption.

(b) Unless there are no changes to "Appendix B" attached hereto, as may have been amended hereunder, on or before January 25th of each year for which the employment is in effect, the Chief Elected Official shall promulgate a list of all positions required to provide financial disclosure. While creation of said list is mandatory, the act of determining its contents is discretionary in nature, subject to the requirements of this law and Article 18 of the New York State General Municipal Law. Such list shall be transmitted to the Board of Legislators in the

form of a Resolution amending Appendix B hereof, after review by the Personnel Department, for action and adoption by the Board.

2. Annual Financial Disclosure.

(a) Financial disclosure shall be accomplished by the completion of a copy of the Financial Disclosure Form attached to this law as "Appendix A", which is fully incorporated into this law by this reference. Financial disclosure shall be required through the discretionary designation of the Board, as stated in Article V, Section (b) above, and is applicable to those designated in Article II, section (h), (i), and (j) above, and to those who may not fall within the specific purview of this section but are, with proper discretion, deemed to be "policy making" within the construction of Article 18 of the New York State General Municipal Law and whose position is listed in Appendix B. This form shall be completed and returned to the Ethics Board on or before May 15th of each year for which the employment is in effect.

(b) A person who is subject to the financial disclosure filing requirements from more than one municipality may satisfy the requirements of this local law by filing only one annual statement of financial disclosure with one municipality and filing a notice with the appropriate officials of the other(s) that such filing has been made. Such notice shall include the date and place of the filing and a copy of the financial disclosure form so filed.

(c) Any person who is subject to the reporting requirements of this Local Law, and who shall timely file with the Internal Revenue Service an application for automatic extension of time in which to file his/her individual income tax return for the immediately preceding calendar or fiscal year, which would extend filing with the IRS beyond May 15th of the reporting year shall be required to submit notice of said application on or before April 15th of the reporting year to the Ethics Board. Such person shall file a disclosure form, complete except for only those portions stated to be within the application to IRS for automatic extension, on or before May 15th of the reporting year. A supplementary statement, containing all item(s) as were incomplete on the annual statement of financial disclosure, shall be filed. There shall be no liability under Article IX of this Local Law, if said supplementary statement is filed within fifteen (15) days of the expiration of the automatic IRS extension.

(d) Any person who is required to file an annual statement of financial disclosure may request, prior to May 1st of a year for which the employment is in effect, an extension of time to file for an additional period. Such request shall be made in writing to the Ethics Board, with approval based upon substantiation of justifiable cause or undue hardship. The Ethics Board may grant or deny the request, by vote of the membership, and extensions shall be for no longer than the specific period of additional time requested.

(e) Any person required to file an annual statement of financial disclosure who becomes so required, experiences a change in reporting levels, becomes a candidate for county elected office, or is appointed to an office or employment within the County after April 15th, shall file the appropriate annual statement within thirty (30) days of the date upon which the changes become effective, the candidacy becomes official or the office or employment commences. The Ethics Board may grant, upon request, an extension of no more than thirty (30) additional days to a person filing pursuant to this paragraph when it finds additional time is needed. Further extensions may only be granted for cause under the provisions of Article V, paragraph 2 subdivision (d) upon a request for extension received at least ten (10) days prior to the filing deadline as previously extended.

(f) Any person required by this law to file an annual financial disclosure statement may request an exemption from any requirement to report one or more items of information which pertain to such person's spouse or children. Such request must be made to the Ethics Board with appropriate supporting documentation for consideration according to the Ethics Board's rules concerning same. No exemption may be granted except upon a finding by

at least a majority of the total number of members of the Ethics Board without vacancies that: (a) the reporting individual's spouse, on his or her own behalf or on behalf of an unemancipated child, objects to providing the information necessary to make such disclosure, and (b) that the information which would otherwise be required to be reported will have no material bearing on the discharge of the reporting person's official duties. If such request for exemption is denied, in whole or in part, the Ethics Board, in its written decision, shall inform the person of his or her right to appeal the determination pursuant to Article Seventy-Eight of the Civil Practice Law and Rules. The Ethics Board shall adopt rules and regulations governing the procedure for submission of such requests and the issuance of its decisions.

VI. ANNUAL CODE OF ETHICS REVIEW

Every officer, elected official and employee is required to attest on an annual basis that he or she has reviewed the Code of Ethics of the County of Oneida, such attestation to be made on or before March 31st of the year for which the employment is in effect. Said attestation is to be filed with the Ethics Board.

VII. ETHICS BOARDS

1. Establishment.

The Legislature of the County of Oneida, pursuant to Article 18 of the New York State General Municipal Law, hereby establishes the Oneida County Board of Ethics, responsible for ensuring full compliance with this Code of Ethics and Disclosure. The Ethics Board shall consist of seven members, two of whom shall be nominated by the County Majority Leader of the Oneida County Legislature, two shall be nominated by the Minority Leader of that body and three shall be nominated by the Chief Elected Official of the County of Oneida. No more than three shall be of the same enrolled party affiliation. All shall be approved by majority vote of the entire Board. Failure to gain approval or in the instance of the creation of a vacancy, such succeeding member shall be determined by the entity through which the original member was selected. Any action of the board requires four affirmative votes.

2. Membership.

Members of the Ethics Board shall serve without compensation, but shall be entitled to reimbursement of reasonable expenses and for mileage, in accordance with rules established by the County Legislature. Members of the Ethics Board shall be construed under this local law as policy-making officials, and thus subject to all of the appropriate ethics and disclosure requirements.

The members of the Ethics Board shall serve staggered three year terms, provided that the first appointments to the Ethics Board shall be as follows: One member, appointed by the County Executive for a one year term; one member appointed by the County Executive, one member appointed by the Majority Leader of the Oneida County Legislature, and one member appointed by the Minority Leader of the Oneida County Legislature, each for a two year term; one member, appointed by the County Executive, one member appointed by the Majority Leader of the Oneida County Legislature and one member appointed by the Minority Leader of the Oneida County Legislature, each for a three year term. Members of the Ethics Board shall not serve more than two full three year terms.

3. Removal

In addition to penalties defined specifically for violation of the Oneida County Ethics Law, and other pertinent sections of local, state and federal law, members of the Ethics Board may be removed for cause by the Chief Elected Official with the concurrence of two-thirds of

the County Legislature. Prior to removal, the Ethics Board member shall be given written notice of the grounds for removal and an opportunity to reply.

4. Powers and Duties

(a) The Board of Ethics shall possess all powers and duties authorized by Section 808 of the General Municipal Law, as same may be amended.

(b) The Board of Ethics shall be the repository for completed annual statements of financial disclosure, pursuant to section 808(5) of the General Municipal Law and Article V herein and such written instruments, affidavits, and disclosures as required under this local law.

(c) The Board of Ethics shall possess, exercise and enjoy all the rights, powers and privileges necessary and proper to the enforcement of this Code of Ethics and completion and filings by reporting officers, employees and appointed officials of the County of the annual statements of financial disclosure required by this Local Law.

(d) The Board of Ethics shall promulgate rules and regulations in furtherance of its powers and duties enumerated herein. Said rules and regulations shall include rules from governing the conduct of adjudicatory proceedings and appeals relating to the assessment of the civil penalties herein authorized. The County Legislature may empower the Board of Ethics to subpoena any individual, whether or not a County officer, employee or appointed official, and any documents or thing which the Board of Ethics deems necessary to the resolution of any pending adjudicatory proceedings or matter.

(e) The Board of Ethics shall render advisory opinions in writing to officers, employees and appointed officials of the County regarding specific matters pertaining to filing and reporting categories, with respect to this Local Law and Article 18 of the General Municipal Law. Such opinions shall be rendered only upon written request by an officer, employee or appointed official concerning only the subject of the inquiry as it pertains to the requesting individual's own filing requirements.

(f) Such opinions shall not be made public or disclosed unless required by the Freedom of Information Law (Public Officers Law Article 6) or required for use in a disciplinary proceeding or proceeding under Article IX of this Local Law involving the officer, employee or appointed official who requested the advisory opinion. Whenever a request for access to an advisory opinion herein is received, the officer, employee or appointed official who requested the opinion shall be notified of the request within forty-eight (48) hours of the receipt of the request. Under no circumstances shall the "Reporting Categories" be disclosed to the public, as stated in New York State General Municipal Law Section 813.18(a)(1).

(g) The Oneida County Attorney shall be counsel to the Board of Ethics. In the event of a conflict involving the Office of the Oneida County Attorney, the Board of Ethics shall so advise the Chief Elected Official, who shall then designate an attorney admitted to practice in the State of New York to serve as counsel to the Board of Ethics.

(h) The Ethics Board shall be empowered to request support staff assistance from the Board or the Chief Elected Official in furtherance of its duties and responsibilities.

(i) The Confidential Secretary to the County Attorney shall be the Secretary to the Ethics Board for the purpose of (1) receiving and filing all disclosure forms, correspondence and documentation on behalf of the Ethics Board, (2) directing and disseminating correspondence, documents, notices, etc., to the Ethics Board members, and (3) such other clerical duties as the Ethics Board may direct, to the extent that other clerical staff have not been provided by the County Board or Chief Elected Official.

VIII. APPEAL OF DESIGNATION OF POLICY MAKING POSITION

Appeal may be taken by the filing of a written petition in opposition to such “policy-making” designation within thirty (30) days from the date that the designation was filed with the Oneida County Board of Ethics. Upon receipt of the petition, the Board of Ethics shall make a determination upon the merits of the application within thirty (30) days.

IX. PENALTIES

A reporting individual who knowingly and willfully fails to file an annual statement of financial disclosure or who knowingly and willfully with intent to deceive makes a false statement or gives information which such individual knows to be false on such statement of financial disclosure filed pursuant to this Local Law shall be assessed a civil penalty in an amount not to exceed ten thousand dollars (\$10,000). Assessment of a civil penalty hereunder shall be made by the Oneida County Board of Ethics. For a violation of the filing and disclosure requirements of this Local Law, other than for conduct which constitutes a violation of subdivision twelve of Section seventy-three of the Public Officers Law, the Oneida County Board of Ethics may, in lieu of a civil penalty, refer a violation to the appropriate prosecutor and upon such conviction, but only after such referral, such violation shall be punishable as a Class A Misdemeanor. A civil penalty for false filing may not be imposed hereunder in the event a category of “value” or “amount” reported hereunder is incorrect unless such reported information is falsely understated. Upon an appropriate determination and vote, the Oneida County Ethics Board may file a written recommendation with the Chief Elected Official or other disciplinary body, establishing grounds for removal for cause, in accordance with other provisions of the Oneida County Laws pertaining to officers, officials and employees and rules governing conduct. Notwithstanding any other provision of law to the contrary, no other penalty, civil or criminal may be imposed for a failure to file, or for a false filing, of such statement, except that the appointing authority may impose disciplinary action as otherwise provided by law. The Oneida County Board of Ethics shall adopt rules governing the conduct of adjudicatory proceedings and appeals relating to the assessment of the civil penalties herein authorized. Such rules shall provide for due process procedural mechanisms substantially similar to those set forth in Article Three of the State Administrative Procedure Act but such mechanisms need not be identical in terms or scope. Assessment of a civil penalty shall be final unless modified, suspended or vacated within thirty days (30) of imposition and, upon becoming final, shall be subject to review at the instance of the affected reporting individual in a proceeding commenced against the Oneida County Board of Ethics pursuant to Article Seventy-Eight of the Civil Practice Law and Rules.

X. ANNUAL STATEMENT OF FINANCIAL DISCLOSURE

The Board hereby designates the “Financial Disclosure Form” attached as Appendix A, and incorporated by reference, as the annual statement of financial disclosure for the purpose of fulfilling the requirements of the Oneida County Ethics and Disclosure Law and the General Municipal Law of the State of New York.

XI. SEVERABILITY

The various elements of the Oneida County Ethics Law are explicitly intended to be construed within the application of Article 18 of the New York State General Municipal Law. Should any portion of this law be determined to be unconstitutional, improper, or otherwise

void by any administrative body or court having jurisdiction, said determination shall have no bearing on the severable remainder of this Local Law.

XII. RECORDS AND MEETINGS OF THE ETHICS BOARD

A. RECORDS

Notwithstanding the provisions of Article Six of the Public Officers Law, and pursuant to Article 18 of the General Municipal Law, the only records of the Ethics Board which shall be available for public inspection are:

- (1) The information set forth in an annual statement of financial disclosure filed pursuant to this law except the categories of value or amount and any other information deleted pursuant to an exemption granted pursuant to Article V, (2)(f) of the law shall remain confidential;
- (2) Notice of Delinquency issued;
- (3) Notice of reasonable cause to believe that a violation has occurred, after issuance; and
- (4) Notice of civil assessments imposed.

B. MEETINGS

Notwithstanding the provisions of Article Six of the Public Officers Law, and pursuant to Article 18 of the General Municipal Law, no meeting or proceeding of the Ethics Board shall be open to the public, except if expressly provided otherwise by the Ethics Board.

XIII. EFFECTIVE DATE

This law shall take effect immediately.

APPENDIX A

ANNUAL STATEMENT OF FINANCIAL DISCLOSURE FOR COUNTY OF ONEIDA FOR 20____

1. Name and Address.

_____	_____	_____
Last Name	First Name	Middle Initial

Title		

Department or Agency		

Department or Agency Address		Telephone No.
_____		_____
Residence Address		Telephone No.
_____		_____

2. Spouse and Children.

Provide the name of your spouse (if married) and the names of any dependent children:

_____	_____
Spouse	Child/Age
_____	_____
Child/Age	Child/Age

Note: For questions 3 to 6, do *not* report exact dollar amounts. Instead, report categories of amounts, using the following:

- | | |
|----------------------------------|-----------------------------------|
| Category A: Under \$5,000 | Category D: \$25,001 to \$50,000 |
| Category B: \$5,001 to \$10,000 | Category E: \$50,001 to \$100,000 |
| Category C: \$10,001 to \$25,000 | Category F: Over \$100,000 |

3. Financial Interests.

a. Business Positions. List any office, trusteeship, directorship, partnership, or other position in any business, association, proprietary, or not-for-profit organization held by your and your spouse and dependent children, if any, and indicate whether these businesses are involved with the [County, City, Town, Village] of _____ in any manner.

Name of Family Member	Position	Organization	County Department or Agency and Nature of Involvement
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

b. Outside Employment. Describe any outside occupation, employment, trade, business, or profession providing more than \$1,000/year for you and your spouse and dependent children, if any, and indicate whether such activities are related by any State or local agency.

Name of Family Member	Position	Name, Address, and Description of Organization	State or Local Agency	Category of Amount
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

c. Future Employment. Describe any contract, promise or other agreement between you and anyone else with respect to your employment after leaving your [County, City, Town, Village] office or position.

d. Past Employment. Identify the source and nature of any income in excess of \$1,000 per year from any prior employer, including deferred income, contributions to a pension or retirement fund, profit sharing plan, severance pay, or payments under a buy-out agreement.

Name and Address of Income Source	Description of Income (i.e., pension, deferred, etc.)	Category of Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

e. Investments. Itemize and describe all investments in excess of \$5,000 or five percent (5%) of the value in any business, corporation, partnership, or other assets, including stocks, bonds, loans, pledged collateral, and other investments, for you and your spouse and dependent children, if any. List location of all real estate within the [County, City, Town, Village] or within five (5) miles thereof, in which you, your spouse, or dependent children, if any, have an interest, regardless of its value.

Name of Family Member	Name and Address of Business or Real Estate	Description of Investment	Category of Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

f. Trusts. Identify each interest in a trust or estate or similar beneficial interest in any assets in excess of \$2,000, except for IRS eligible retirement plans or interests in an estate or trust of a relative, for you and your spouse and dependent children.

Name of Family Member	Trustee/Executor	Description of Trust/Estate	Category of Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

g. Other Income. Identify the source and nature of any other income in excess of \$1,000/year from any source not described above, including teaching income, lecture fees, consultant fees, contractual income, or other income of any nature, for you and your spouse and your dependent children, if any.

Name of Family Member	Name & Address of Income Source	Nature of Income	Category of Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. Gifts and Honorariums.

List the source of all gifts aggregating in excess of \$25.00 received during the last year by you, your spouse or dependent child, excluding gifts from a relative. The term "gifts" includes gifts of cash, property, personal items, payments to third parties on your behalf, forgiveness of debt, honorariums, and any other payments that are not reportable as income.

Name of Family Member	Name and Address of Donor	Category of Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Third-Party Reimbursements.

Identify and describe the source of any third-party reimbursement for travel-related expenditures in excess of \$250.00 for any matter that relates to your official duties. The term "reimbursement" includes any travel-related expenses provided by anyone other than the

[County, City, Town, Village] for speaking engagements, conferences, or fact-finding events that relative to your official duties.

Source	Description	Category of Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. Debts.

Describe all debts of you, your spouse, and dependent children in excess of \$5,000.

Name of Family Member	Name and Address of Creditor	Category of Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Interest in Contracts.

Describe any interest of you, your spouse, or your dependent children in any contract involving the [County, City, Town, Village] or any municipality located within the [County, City, Town, Village].

Name of Family Member	Contract Description
_____	_____
_____	_____
_____	_____
_____	_____

8. Political Parties

List any position you held within the five (5) years as an officer of any political party, political committee, or political organization. The term “political organization” includes any independent body or any organization that is affiliated with or a subsidiary of a political party.

Signature

Date

APPENDIX B

I. ELECTED OFFICIALS - STAFF

Board of Legislators
Clerk, Board of Legislators
Deputy Clerk, Board of Legislators
Workers Comp. Director

County Executive
Executive Assistant to the County Executive
Human Services Coordinator
Community Services Coordinator

County Comptroller
Deputy Comptroller
Deputy Comptroller, Administration

County Clerk
First Deputy County Clerk
Motor Vehicle Bureau Supervisor

Sheriff
Undersheriff

District Attorney
First Assistant District Attorney

Coroners (4)

II. DEPARTMENT HEADS - STAFF

County Attorney
Special Assistant County Attorney

Public Defender
Public Defender - Civil
First Assistant Public Defender - Civil
Chief Trial Counsel
Chief Appellate Counsel
Commissioner of Social Services
Deputy Commissioner of Social Services
Principal Accounting Supervisor
Director of Income Maintenance
Director of Social Services
Resource Consultant
Chief Social Services Attorney

Youth Bureau Director

Youth Program Director

Office for the Aging Director
Nutrition Services Coordinator

Mental Health Commissioner
Mental Health Deputy Commissioner

Commissioner of Personnel
Director of Labor Relations

Workforce Development Director
Job Development & Placement Manager
Special Projects Coordinator

Probation Director
Deputy Probation Director
Probation Supervisors

Director of Central Services
Director of Purchasing

Stop DWI Coordinator

Director of Veterans Services

Director of Weights and Measures
Deputy Director of Weights and Measures

Commissioner of Public Works
Deputy Commissioner of Aviation
Deputy Commissioner of Buildings & Grounds
Deputy Commissioner of Engineering
Deputy Commissioner of Highways & Bridges
County Forester

Commissioner of Finance
Deputy Commissioner of Finance - Treasury
Deputy Commissioner of Finance - Real Estate
Director Real Property Taxation

Director of Budget

Public Health Director
Director of Patient Services
Director of Environmental Health
Principal Accounting Supervisor
Medical Services Coordinator
WIC Program Coordinator

Supervising Public Health Sanitarian

Commissioner of Planning
Deputy Commissioner of Planning

Director of Emergency Services - E911 Coordinator
Senior Fire Coordinator

Commissioners of the Board of Elections (2)
Deputy Commissioners of Board of Elections (2)

Commissioner of Water Quality and Water Control
Chief Waste/Water Treatment Plant Operator

III. APPOINTED BOARDS, COMMISSIONS OR AGENCIES

Mental Health Community Services Board members
Oneida County appointees - Alcohol Beverage Control Board
MVCC Board of Trustees
Oneida County Industrial Development Agency members - directors
Oneida County appointees - Oneida-Herkimer Solid Waste Management Authority
Oneida County representative - Cooperative Extension
Oneida County members - Community Alternative Placement Agency
Oneida County Conditional Release Commission members
Oneida County members - Herkimer/Oneida County Crime Control Advisory Board
Oneida County Appointees - Board of Directors - Community Action Agency, Inc.
Oneida County members - Herkimer/Oneida County Governmental Policy and Liaison Committee
Oneida County members - Drug Abuse Prevention Council
Alternatives to Incarceration Advisory Board
Oneida County representatives - Part County Sewer District
Private Industry Council Appointees
Oneida County appointees - Soil/Water Conservation District
Oneida County Representatives - Rome Hospital Board of Management

IV. MOHAWK VALLEY COMMUNITY COLLEGE

College President
Vice President for Administrative Services
Vice President for Instruction
Vice President for Student Services
Dean - Rome Campus
Comptroller

V. ONEIDA-HERKIMER SOLID WASTE MANAGEMENT AUTHORITY

Executive Director