

December 8, 1993
KCC304.dmf

Introduced by: KENT PULLEN
Proposed No.: 93-906

ORDINANCE NO. **11185**

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AN ORDINANCE relating to ethics in government, amending the Employee Code of Ethics; amending Ordinance No. 1308, Sections 3, 4, 5, and 7, as amended; No. 1321, Section 2; No. 6144, Section 1, as amended; No. 9704, Sections 2, 8, 9, 10 and 13; K.C.C. 3.04.017, .020, .030, .037, .040, .055, .057, .060, .080, and .130.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Ordinance 9704, Section 2, and K.C.C. 3.04.017 are hereby amended to read as follows:

Definitions. A. "Accomplice" means a person who with knowledge that (~~it~~) an action will promote or facilitate the commission of a crime or violation of an ordinance:

1. solicits, commands, encourages, or requests another person to commit it; or
2. aids or agrees to aid such other person in planning or committing it.

B. "Compensation" means anything of economic value, however designated, which is paid, granted or transferred, or is to be paid, granted or transferred for, or in consideration of, personal services to any person,

C. "County action" means any action on the part of King County, including, but not limited to:

1. Any decision, determination, finding, ruling or order; and
2. Any grant, payment, award, license, contract, transaction, sanction, or approval, or the denial thereof, or the failure to act with respect thereto. "County action" shall not include actions of the county's judicial branch but shall include employees of the department of judicial administration.

D. "County employee" or "employee" means any individual who is appointed as an employee by the appointing authority of a county agency, office, department, council, board, commission or other separate unit or division of county government,

1 however designated, but does not include employees of the
2 county's judicial branch. The term "county employee" also
3 includes county elected officials and members of county boards,
4 commissions, committees, or other multi-member bodies, but does
5 not include officials or employees of the county's judicial
6 branch but does include employees of the department of judicial
7 administration.

8 E. "Department" means:

- 9 1. in the executive branch, an executive department or
10 administrative office which reports to the executive;
- 11 2. the department of assessments;
- 12 3. the office of the prosecuting attorney;
- 13 4. in the legislative branch the council together with
14 any subordinate legislative branch agency;
- 15 5. the department of judicial administration.

16 F. "Doing business with the county" or "transactions with
17 the county" means to participate in any proceeding,
18 application, submission, request for ruling or other
19 determination, contract, claim, case, or other such particular
20 matter which the county employee or former county employee in
21 question believes, or has reason to believe:

- 22 1. Is, or will be, the subject of county action; or
- 23 2. Is one to which the county is or will be a party; or
- 24 3. Is one in which the county has a direct and
25 substantial proprietary interest.

26 G. "Gift" means anything of economic value, but shall not
27 include campaign contributions regulated by the provisions of
28 RCW Ch. 42.17, the King County Charter and ordinances
29 implementing them, informational materials exclusively for
30 official or office use, memorials, trophies, and plaques of no
31 commercial value, gifts of \$20.00 or less for bona fide,
32 non-recurring, ceremonial occasions or any gifts which are not
33 used and which within thirty days after receipt are returned to
34 the donor, or donated to a charitable organization without
35 seeking a tax deduction.

1 H. "Immediate family" means a county employee's spouse,
2 dependent children, and other dependent relatives if living in
3 his or her household.

4 I. "Ombudsman" means the director of the office of citizen
5 complaints established pursuant to Section 260 of the county
6 charter and K.C.C. Ch. 2.52, or his or her designee.

7 J. "Participate" means, in connection with a transaction
8 involving the county, to be involved in a county action
9 personally and substantially as a county employee either
10 directly, or through others through approval, disapproval,
11 decision, recommendation, the rendering of advice,
12 investigation, or otherwise.

13 K. "Person" means any individual, partnership,
14 association, corporation, firm, institution, or other entity,
15 whether or not operated for profit. The term does not include
16 governmental units of the State of Washington or the United
17 States unless so specified.

18 L. "Respondent" means the person against whom a complaint
19 is filed or an investigation is conducted.

20 ~~(L)~~M. "Retaliatory action" means any action by a
21 supervisor or other employee which is intended to embarrass or
22 to harass any person as a result of such person having filed a
23 written complaint with the office of citizen complaints or
24 having raised privately or publicly any concern or question
25 regarding an actual or apparent violation of the provisions of
26 this chapter.

27 ~~(M)~~N. "Thing of value" means anything of tangible worth
28 which is not compensation or a gift.

29 SECTION 2. Ordinance 1308, Section 4, as amended; and
30 K.C.C. 3.04.030 are hereby amended to read as follows:

31 Conflict of interest. No county employee shall engage in
32 any act which is in conflict with the performance of official
33 duties. A county employee shall be deemed to have a conflict
34 of interest if the employee directly or indirectly:

1 A. Receives or has any financial interest in any purchase,
2 sale or lease to or by the county of any service or property
3 when such financial interest was received or obtained with the
4 prior knowledge that the county intended to purchase, sell or
5 lease such property or service;

6 B. Is beneficially interested, directly or indirectly, in
7 any contract, sale, lease, option or purchase that may be made
8 by, through, or under the supervision of the employee, in whole
9 or in part, or accepts, directly or indirectly, any
10 compensation, gift or thing of value from any other person
11 beneficially interested therein;

12 C. Accepts or seeks for others, directly or indirectly,
13 any employment, travel expense, service, information,
14 compensation, gift or thing of value on more favorable terms
15 than those granted to other county employees or the public
16 generally, from any person, doing business, or seeking to do
17 business with the county for which the employee has
18 responsibility or with regard to which he or she may
19 participate, provided that this subsection shall not apply to
20 the receipt by elected officials, or by employees who are
21 supervised directly by an elected official, of meals,
22 refreshments or transportation within the boundaries of King
23 County when given in connection with meetings with constituents
24 or meetings which are informational or ceremonial in nature;

25 D. Accepts, directly or indirectly, any gift, favor, loan,
26 retainer, entertainment, travel expense, compensation or other
27 thing of value from any person doing business or seeking to do
28 business with the county when such person doing business or
29 seeking to do business with the county when such acceptance may
30 conflict with the performance of the employee's official
31 duties.

32 A conflict shall be deemed to exist where a reasonable and
33 prudent person would believe that the gift, compensation, thing
34 of value, or more favorable terms, was given for the purpose of
35 obtaining special consideration or to influence county action.

1 The financing of the conduct of county election campaigns
2 shall continue to be governed by the provisions of R.C.W. 42.17
3 and the provisions of the county charter and county ordinances;

4 E. Participates in, influences, or attempts to influence,
5 directly or indirectly, the selection of, or the conduct of
6 business or a transaction with a person doing or seeking to do
7 business with the county if the employee has a financial
8 interest in or with said person;

9 F. Discusses or accepts an offer of future employment with
10 any person doing or seeking to do business with the county if
11 either:

12 1. the employee knows or has reason to believe that the
13 offer of employment was or is intended, in whole or in part,
14 directly or indirectly, as compensation or reward for the
15 performance or nonperformance of a duty by the employee during
16 the course of county employment or to influence county action
17 pertaining to the business, or

18 2. the employee has the responsibility for a matter
19 upon which the person is doing or seeking to do business with
20 the county unless the employee has first disclosed in writing
21 to his or her appointing authority that the employee intends to
22 discuss future employment with a specific person and the
23 appointing authority has designated, in a memorandum filed with
24 the ombudsman and the clerk of the council, a method of
25 providing for an alternative decisionmaker with regard to
26 matters involving such person for which the employee otherwise
27 would have responsibility;

28 G. Within one year of entering county employment awards a
29 county contract or participates in a county action benefiting a
30 person that formerly employed him or her provided, that
31 participation other than contract award may be authorized in a
32 memorandum by the appointing authority following written
33 disclosure by the affected employee and that such authorization
34 shall be filed with the ombudsman and the clerk of the council;

1 H. Is an employee, agent, officer, partner, director or
2 consultant of any person doing or seeking to do business with
3 the county, unless such relationship has been disclosed as
4 provided by this chapter;

5 I. Engages in or accepts compensation, employment or
6 renders services for any person or a governmental entity other
7 than King County when such employment or service is
8 incompatible with the proper discharge of official duties or
9 would impair independence of judgment or action in the
10 performance of official duties. In addition, the following
11 employees must obtain the prior written consent of their
12 highest ranking supervisor authorizing either new or continued
13 employment, or the acceptance of any compensation or any thing
14 of value for services performed outside King County government:

15 1. The deputy county executive, the chief officer of
16 each executive department or administrative office as defined
17 by the provisions of the county charter, the manager of each
18 division of such department or office, and all persons who
19 report directly to such individuals.

20 2. All non-elected council employees, provided that the
21 personal staff of each individual councilmember shall obtain
22 such consent from such councilmember;

23 3. All non-elected employees of the prosecuting
24 attorney;

25 4. All non-elected employees of the department of
26 judicial administration;

27 5. All non-elected employees of the department of
28 assessments.

29 If such employment or service is deemed by the highest-
30 ranking supervisor to pose a conflict of interest, the employee
31 immediately shall divest such employment and failure to do so
32 shall be grounds for dismissal;

33 J. Enters into a business relationship outside county
34 government with any other employee for whom he or she has any
35 supervisory responsibility;

1 K. Enters into a business relationship outside county
2 government with any person with regard to a matter for which
3 the employee has responsibility as a county employee;

4 L. Appears on behalf of a person before any regulatory
5 governmental agency, or represents a person in any action or
6 proceeding against the interest of the county in any litigation
7 to which the county is a party, unless the employee has a
8 personal interest in the litigation and this personal interest
9 has been disclosed to the regulatory governmental agency or
10 adjudicating individual or body. A county council member may
11 appear before regulatory governmental agencies on behalf of
12 constituents in the course of his or her duties as a
13 representative of the electorate or in the performance of
14 public or civic obligations; however, no official or employee
15 shall accept a retainer or compensation, or any gift of thing
16 of value that is contingent upon a specific action by a county
17 agency;

18 M. Directly or indirectly possesses a substantial or
19 controlling interest in any person which does or seeks to do
20 business with the county, without disclosing such interest as
21 provided by this chapter. A substantial interest is an
22 interest that exceeds one-tenth of one percent of the
23 outstanding securities of the person; or, if the interest is in
24 an unincorporated business concern, exceeds one percent of the
25 net worth of such concern; or the financial interest of a
26 person exceeds five percent of the net worth of the employee
27 and his or her immediate family;

28 N. As a county council member has a financial or other
29 private interest in any legislation or other matter coming
30 before the council, and fails to disclose such an interest on
31 the records of the county council. This provision shall not
32 apply if the county council member disqualifies himself or
33 herself from voting by stating the nature and extent of such
34 interest. Any other employee who has a financial or other
35 private interest, and who participates in an action or proposed

1 action of the county council and fails to disclose on the
2 records of the county council the nature and extent of such
3 interest, shall be deemed in violation of this chapter;

4 O. Has an interest in any property being considered for
5 reevaluation by the county board of appeals and equalization or
6 has a personal interest or connection with another person's
7 petition for revaluation while:

8 1. An elected county official,

9 2. Deputy county executive and his/her confidential
10 secretary,

11 3. King County executive's administrative assistants
12 and office manager,

13 4. King County councilmen/women's executive
14 secretaries,

15 5. County administrative officer, his/her
16 administrative assistants and his/her confidential secretary;

17 6. Chief officer of each executive department, his/her
18 administrative assistants, and his/her confidential secretary,

19 7. Chief officer of each administrative office, his/her
20 administrative assistants, and his/her confidential secretary,

21 8. Council administrator, his/her administrative
22 assistants, and his/her secretary,

23 9. The ombudsman(~~←, his/her secretary, and the deputy~~
24 ~~King County ombudsman~~) and his/her staff.

25 10. All employees of the department of assessments,

26 11. All employees assigned to the board of
27 equalization and/or the board of appeals,

28 12. Any other county employee who has direct contact
29 with the board of appeals and equalization in the carrying out
30 of his or her duties, and

31 13. Member of the King County board of appeals and/or
32 board of equalization,

33 14. Clerk of the council, his/her secretaries.

34 All persons listed in subsections 1-14 above, who wish to
35 appeal to the county board of equalization on a matter of

1 property revaluation shall be governed by the procedure set
2 forth in Section 3.04.040;

3 P. As an appointive member of a board or commission, has a
4 close relative serving on the same board or commission. For
5 the purposes of this subsection, close relative is defined as:

6	Husband	Wife
7	Father	Father-in-law
8	Mother	Mother-in-law
9	Brother	Brother-in-law
10	Sister	Sister-in-law
11	Son	Son-in-law
12	Daughter	Daughter-in-law
13	Niece	Nephew
14	Grandparent	Grandchild
15	Uncle	Aunt

16 Q. Discloses or uses for the personal benefit of the
17 employee or his or her immediate family any information
18 acquired in the course of official duties which is not
19 available as a matter of public knowledge or public record;

20 R. Acts as an accomplice in any act by an immediate family
21 member which, if such act were performed by the employee would
22 be prohibited by the provisions of subsections A, B, C, D, E,
23 F, G, H, J, K, M, N, O or Q of this section; provided, however,
24 that it shall not be a conflict of interest for such family
25 member to enter into a bona-fide contract of employment which
26 is not intended to influence the action of the county employee;

27 S. The provisions of subsections B, E, and N of this
28 section are not violated by the possession by an employee of a
29 financial interest in a person or other entity which is not a
30 substantial interest as defined by subsection M herein.

31 SECTION 3. Ordinance 9704, Section 8, and K.C.C. 3.04.037
32 are hereby amended to read as follows:

33 Duty to notify supervisor. Any employee who becomes aware
34 that he or she may have a potential conflict of interest which
35 arises in the course of his or her official duties shall notify

1 in writing his or her supervisor or appointing authority of
2 such potential conflict.

3 Upon receipt of such notification the supervisor or
4 appointing authority shall take action to resolve the potential
5 conflict of interest, including but not limited to designating
6 within a reasonable time an alternative employee to perform the
7 duty which is involved in the potential conflict. The
8 disposition of the potential conflict shall be stated in
9 writing in files maintained by the supervisor or official. The
10 supervisor or official may request an advisory opinion from the
11 board of ethics before disposing of such potential conflict.

12 SECTION 4. Ordinance 1308, Section 5, as amended; and
13 K.C.C. 3.04.040 are hereby amended to read as follows:

14 Board of Equalization Appeals. All persons deemed to have
15 a conflict of interest, pursuant to Section 3.04.030(O), and
16 wishing to appeal to the county board of equalization shall be
17 governed by the following procedure;

18 The appeal shall be automatically denied by the county
19 board of equalization without hearing and a minute entry shall
20 be made. The petitioner may then take action to appeal the
21 decision of the county board of equalization to the State Board
22 of Appeals in accordance with RCW 84.08.130.

23 However, the Board of Equalization may grant a change of
24 venue to a Board of Equalization of another county, as provided
25 in Title 2, K.C.C., in lieu of automatic denial, when:

26 A. A quorum cannot be achieved due to members of the board
27 disqualifying themselves because of conflicts of interest or
28 the appearance of fairness doctrine; or

29 B. When equalization is the basis for an appeal by a
30 member of the board, assistants to the board, or any member of
31 the county governmental authority or his or her own property or
32 on property in which that person has an interest.

33 SECTION 5. Ordinance 9704, Section 9, and K.C.C.
34 3.04.055 are hereby amended to read as follows:

1 Complaints, Investigations. A. It shall be the
2 responsibility of the ombudsman to investigate and report
3 apparent criminal violations of this chapter to the appropriate
4 law enforcement authorities and to enforce this ordinance
5 according to the powers granted herein;

6 B. Complaints alleging a violation of any of the
7 provisions of this chapter shall be filed with the ombudsman.
8 Any such complaint shall be in writing, verified and signed by
9 the complainant. The complainant may state in writing whether
10 the complainant wishes his or her name not to be disclosed
11 pursuant to the provisions of RCW 42.17.310(e). The complaint
12 shall describe the basis for the complainant's belief that
13 ~~(one or more of the provisions of)~~ this chapter has been
14 violated~~(. The person against whom a complaint is filed or an~~
15 ~~investigation is conducted, shall be known as the respondent);~~

16 C. Upon receipt of a complaint meeting the requirements of
17 subsection B of this section, the ombudsman shall cause to be
18 served or mailed, by certified mail, return receipt requested,
19 a copy of the complaint to the person alleged to have
20 ~~(committed one or more violations of the provisions of)~~
21 violated this chapter within twenty days after the filing of
22 said complaint, and shall promptly make an investigation
23 thereof;

24 D. The investigation by the ombudsman shall be directed to
25 ascertain the facts concerning the violation or violations of
26 this chapter alleged in the complaint and shall be conducted in
27 an objective and impartial manner and in furtherance of such
28 investigation the ombudsman is authorized to use the subpoena
29 power to compel sworn testimony from any person and require the
30 production of any records relevant or material to the
31 investigation except information which is legally privileged or
32 otherwise required by law not to be disclosed;

33 E. During the investigation, the ombudsman shall consider
34 any statement of position or evidence with respect to the

1 allegations of the complaint which the complainant or
2 respondent wishes to submit;

3 F. The results of the investigation shall be reduced to
4 written findings of fact and the finding shall be made that
5 there either is or is not reasonable cause for believing that
6 the respondent has violated one or more of the provisions of
7 this chapter.

8 G. If a finding is made that there is no reasonable cause,
9 said finding shall be served ~~(-on-)~~ or mailed, by certified
10 mail, return receipt requested, to the complainant and the
11 respondent, and a copy shall be provided to the board of
12 ethics;

13 H. If the finding is made that reasonable cause exists to
14 believe that the respondent has violated one or more of the
15 provisions of this chapter, the ombudsman shall prepare an
16 order to that effect, copies of which shall be ~~(-delivered-)~~
17 served or mailed, by certified mail, return receipt requested,
18 to the complainant~~(-r-)~~ and the respondent, ~~(-the highest~~
19 ranking supervisor of the respondent, the office of the
20 prosecuting attorney, and the board of ethics,) and the
21 original thereof filed with the division of records and
22 elections. Copies of the order shall also be provided to the
23 highest ranking supervisor of the respondent, the office of the
24 prosecuting attorney, and the board of ethics. Such reasonable
25 cause order shall include:

26 1. A finding that one or more violations of the chapter
27 has occurred; ~~(-and-)~~

28 2. The factual basis for such finding; and

29 3. A notice informing the respondent that the
30 respondent has the right to request a hearing before the board
31 of ethics as set forth in Section 3.04.057.

32 SECTION 6. Ordinance 9704, Section 10, and K.C.C.
33 3.04.057 are hereby amended to read as follows:

34 Appeal. A. Any respondent aggrieved by an order of the
35 ombudsman may request in writing within ~~(-ten-)~~ twenty days of

1 the service of the order upon the respondent an appeal hearing
2 before the board of ethics. The request shall cite the order
3 appealed from and (~~contain a brief statement of the reasons~~
4 ~~for seeking the appeal hearing~~) specify with particularity the
5 findings being contested. The request shall be filed with the
6 board of ethics, with a copy provided to the ombudsman;

7 B. Any order issued by the ombudsman pursuant to (~~this~~
8 ~~section~~) K.C.C. 3.04.055 shall become final (~~ten~~) twenty
9 days after service of the order unless a written request for an
10 appeal hearing as set forth above is received by the board of
11 ethics within the (~~ten~~) twenty-day period;

12 C. If an order of the ombudsman has been timely appealed,
13 a hearing shall be conducted by the board of ethics for the
14 purpose of affirming, denying, or modifying the order. The
15 parties to the hearing shall be the respondent and the
16 ombudsman or his or her designee. There shall be a verbatim
17 record kept of the hearing and the board of ethics shall have
18 the power to administer oaths and affirmations, issue
19 subpoenas, and compel attendance, take evidence, and require
20 the production of any books, papers, correspondence, memoranda,
21 or other records relevant or material to the hearing. The
22 burden of proving that a violation occurred shall at all times
23 be upon the ombudsman. The board of ethics' decision shall be
24 based upon a preponderance of the evidence. Such hearing shall
25 be conducted within a reasonable time after receipt of the
26 request for appeal. Written notice of the time and place of
27 the hearing shall be given at least ten days prior to the date
28 of the hearing to the parties;

29 D. At the hearing, each party shall have the following
30 rights:

31 1. To call and examine witnesses on any matter relevant
32 to the issues raised by the order of the (~~executive~~)
33 ombudsman or his or her designee;

34 2. To introduce documentary and physical evidence;

1 3. To cross-examine opposing witnesses on any ~~(matter~~
2 ~~relevant to the issues of the complaint)~~ relevant matter;

3 4. To impeach any witness regardless of which party
4 first called the witness to testify;

5 5. To rebut evidence against him or her; and

6 6. To represent himself or herself or to be represented
7 by anyone of his or her choice who is lawfully permitted to so
8 do;

9 E. Following review of the evidence submitted, the board
10 shall within a reasonable time enter written findings and
11 conclusions and shall affirm or modify the order previously
12 issued if the board finds that one or more violations of this
13 chapter has occurred. The board shall reverse the order if it
14 finds no violations of this chapter have occurred. A copy of
15 the board's decision shall be ~~(delivered)~~ served or mailed,
16 by certified mail, return receipt requested, to the
17 ombudsman~~(,)~~ and the respondent, ~~(the office of the~~
18 ~~prosecuting attorney and the complainant)~~ and the original
19 thereof filed with the division of records and elections.
20 Copies of the board's decision shall also be provided to the
21 highest ranking supervisor of the respondent, the office of the
22 prosecuting attorney, and the complainant.

23 SECTION 7. Ordinance 1308, Section 7, as amended, and
24 K.C.C. 3.04.060 are hereby amended to read as follows:

25 Penalties. A. Criminal Penalties. Any negligent or
26 wilful violation of the provisions of this chapter shall
27 constitute a misdemeanor and upon conviction be punishable by a
28 fine not to exceed \$1,000 or imprisonment in the county jail
29 not to exceed ninety days; or both;

30 B. Civil Penalties and Disciplinary Action.

31 1. Any elected official ~~(guilty of)~~ who commits a
32 violation of this chapter shall be subject to penalties as
33 provided by RCW 42.12.010 and King County Charter and shall be
34 subject to a civil penalty ~~(of loss of pay not to exceed one~~
35 ~~month's salary)~~ of an amount not to exceed the lesser of one

1 month of the respondent's county pay or the amount authorized
2 by law. Any person having an existing contract with King
3 County or seeking to obtain a contract who wilfully attempts to
4 secure preferential treatment in his/her dealings with the
5 county by offering any valuable consideration, thing of value
6 or gift, whether in the form of services, loan, thing or
7 promise, in any form to any county official or employee, shall
8 have his/her current contracts with the county canceled and
9 shall not be able to bid on any other county contract for a
10 period of two years.

11 2. An employee of the county (~~found guilty of~~) who
12 commits a violation of this chapter shall be subject to
13 disciplinary action, up to and including termination from
14 employment; provided that such disciplinary action is
15 consistent with Career Service Guidelines and collective
16 bargaining agreements. (~~and civil penalties up to and~~
17 including termination from employment and/or loss of pay not to
18 exceed one month's salary.>) An employee of the county who
19 commits a violation of this chapter shall also be subject to a
20 civil penalty; provided that such penalty shall not exceed the
21 lesser of one month of the respondent's county pay or the
22 amount authorized by law.

23 3. Members of boards and commissions (~~found guilty of~~)
24 who commit a (~~negligent~~) violation of this chapter shall be
25 subject to immediate removal from such appointment.

26 C. Civil and criminal liability under the provisions of
27 this section shall be imposed on any person who either directly
28 or as an accomplice commits a violation of this chapter.

29 D. A county employee who engages in retaliatory action as
30 defined herein shall be subject to civil and criminal penalties
31 as set forth in this section.

32 SECTION 8. Ordinance 1321, Section 2, and K.C.C.

33 3.04.080 are hereby amended to read as follows:

34 Board of ethics - Membership and terms. There is created
35 a board of ethics, composed of (~~three~~) five members, (~~one~~)

1 two to be appointed by the county executive, (~~one~~) two to be
2 appointed by the county executive from a list of nominees
3 submitted by the county council, and the (~~third~~) fifth, who
4 shall be chairman, to be appointed by the county executive from
5 a list of nominees submitted by the other (~~two~~) four members.
6 All appointments are to be confirmed by the county council.
7 The terms of the board members shall be three years. The first
8 three members shall be appointed for one, two and three-year
9 terms respectively. The chairman shall have a three-year term;
10 the other terms are to be determined by lot. A member of the
11 board of ethics may be removed for just cause by a two-thirds
12 vote of the county council, after written charges have been
13 served on the member and a public hearing has been held by the
14 county council. The board shall be advisory and shall meet as
15 frequently as it deems necessary. A majority of the board
16 shall constitute a quorum.

17 SECTION 9. Ordinance 9704, Section 13, and K.C.C.
18 3.04.130 are hereby amended to read as follows:

19 Authorization to implement procedures. The ombudsman and
20 the board of ethics are each authorized to implement such
21 forms, administrative processes, and operational procedures as
22 are necessary to comply with the provisions of this chapter;
23 provided that (~~such forms, processes and procedures~~) any
24 rules governing the conduct of contested hearings shall be
25 promulgated in compliance with K.C.C. 2.98, Rules of County
26 Agencies.

27 The executive is directed to prepare, with the assistance
28 of council staff, the office of the prosecuting attorney, the
29 ombudsman and the board of ethics, information regarding the
30 provisions of this chapter to be made available to employees
31 and members of boards and commissions. The availability of
32 these materials and of copies of this chapter shall be
33 described in a summary form which shall be distributed to all
34 county employees on or before April 20, 1994 and an
35 acknowledgment of receipt of such form shall be signed and

1 returned by each employee to the office of human resource
2 management on or before May 20, 1994. Each new employee shall
3 sign and return such form prior to commencing work for King
4 County.


5 INTRODUCED AND READ for the first time this 13th day
6 of December, 1993

7 PASSED this 20th day of December, 1993


8 KING COUNTY COUNCIL
9 KING COUNTY, WASHINGTON

10 
11 chair

12 ATTEST:

13 
14 Clerk of the Council

15 APPROVED this 30th day of DECEMBER, 1993.

16 
17 King County Executive

18 Attachments: None
19 KCC304K15