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AMND R:$0.00 Linda Stover, Bernalillo County

AMENDMENT TO 2014

RULES & REGULATIONS OF THE CODE OF CONDUCT REVIEW BOARD

Amendment to 2014 Rules and Regulations of the Code of Conduct Review Board

Section 4. MISCELLANEOUS

F. Standards of Conduct for Meetings and Hearings.

Purpose: To ensure orderly, respectful, professional and effective conduct at all BCCCRB meetings

Policy: All board members, staff, parties and counsel to the parties will conduct themselves in a respectful and professional manner when participating in any BCCCRB meeting. No personal attacks on individual participants, the board as a whole, disrespectful remarks, unauthorized interruptions, or aggressive behaviors will be permitted at any time.

Decorum:

During any hearing or preliminary hearing before the Board, any person addressing the Board shall follow these guidelines:

1. Parties will present their remarks per standard procedure, politely, per Robert's Rules of Order and BCCCRB (hereafter Board) Rules and Regulations in a succinct manner.

2. Parties will confine their remarks to Board agenda items and the issue at hand.

3. Parties may not, at any time, make derogatory or sarcastic remarks about nor attempt to intimidate other parties, counsel to the parties, the Board as a whole or any individual member or members of the Board.

4. If any participant (party, counsel (s) to the party, Board member or any guest) interrupts or becomes out of order, makes derogatory remarks, attacks the Board or individual member (s) of the Board, attempts to intimidate the Board as a whole or individual Board members, or displays physically aggressive behavior the Chair of the Board may take the following actions:

    A. If any member of the Board or counsel to the Board identifies any inappropriate behavior, that member may request that the Chair issue a warning to the offending party.

    B. Any warning issued by the Chair shall indicate that the participant has violated the standards of acceptable conduct for the BCCCRB meeting or hearing.

C. If the unacceptable conduct continues and does not cease immediately, the Chair may call a recess to the meeting and consult the Board as to whether or not the meeting should proceed. After consultation with the Board and upon a majority vote of the Board if the Board finds that unacceptable behavior has occurred, the following options may be invoked if the Board decides that the meeting cannot proceed in an orderly manner:

1.) Have the parties submit in writing any additional remarks to the Board that they had planned to present in person.

2.) Ask co-counsel to present any further argument, comment or witnesses to the Board in person.

3.) Postpone the hearing to a later date that is agreeable to the Compliance Office, all Board members, the parties and counsel to the parties, and based upon the availability of County meeting space.

5. It will be noted in the record that the meeting was disrupted due to failure to comply with BCCCRB standards of conduct, and that the individual ignored the warning given by the Chair or Counsel to the Board.

6. If an individual is found to have engaged in unacceptable conduct on two separate occasions (two separate days) concerning the same matter / case before the Board, the Board may impose any sanctions authorized under the Code of Conduct.

7. Authorized Interruptions:

Participant indicates inability to hear
Participant indicates inability to understand content or requests clarification
The office of the Compliance Officer puts forth needed clarification
Counsel to the Board puts forth needed legal procedure or clarification

G. Effective Date and Filing.

This Amendment shall be effective upon filing with the Bernalillo County Clerk.

Approved by the Code of Conduct Review Board on October 10, 2018.

Catherine Howell, Vice Chair

Catherine Howell, Vice Chair
Bernalillo County Code of Conduct Review Board

November 8, 2018
Date

VERIFICATION

STATE OF NEW MEXICO)
COUNTY OF BERNALILLO) ss.

Acknowledged, signed and sworn to before me this 8th day of November, 2018 by Catherine Howell, Vice Chair, Code of Conduct Review Board.

Rachel Floryance
Notary public

August 10, 2022
My commission expires

OFFICIAL SEAL
RACHEL FLORYANCE
Notary Public State of New Mexico
My Commission Expires August 10, 2022