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## DEADLINES & REMINDERS FOR MEMBERS OF NEWLY COVERED BOARDS\*

As you know, as of January 1, 2010, your board is covered by the State Government Ethics Act. Therefore, we wanted to take this opportunity to remind you of specific deadlines and other relevant information. For information on duties and responsibilities of board members generally, please refer to newsletter Volume 12, Issue 5A, State Government Ethics Act Guidelines for Members of Newly Covered Boards, located on our website at <http://www.ethicscommission.nc.gov/NWL.html>.

### DEADLINES

#### STATEMENTS OF ECONOMIC INTEREST

- **March 2, 2010.** For members *who have not previously filed a Statement of Economic Interest (SEI)*, these forms are must be received or postmarked *no later than March 2, 2010*. The forms are available on the Commission's website at <http://www.ethicscommission.nc.gov/secoi.htm>.
- **Questions.** If you have questions regarding your SEI filing, please contact Stacey Phipps, Attorney/Director, SEI Unit, or Beth Carpenter, Administrative Assistant, at (919) 715-2071, or by e-mail at [stacey.phipps@doa.nc.gov](mailto:stacey.phipps@doa.nc.gov) or [beth.carpenter@doa.nc.gov](mailto:beth.carpenter@doa.nc.gov).

### EDUCATION

- **July 1, 2010.** Members who have not attended an Ethics Education and Lobbying Awareness Presentation within the past two (2) years must attend a presentation *no later than July 1, 2010*. Presentations are currently scheduled through June and are offered at distance sites across the State via the Information Highway. A list of currently scheduled education programs, along with registration information, is available on the Commission's website at [http://www.ethicscommission.nc.gov/EDU\\_schedule.html](http://www.ethicscommission.nc.gov/EDU_schedule.html).
- **Questions.** If you have questions regarding the education requirement, please contact Mary Shuping, Attorney/Education Officer, or Lisa Cole, Education Program Assistant at (919) 715-2071 or by e-mail at [mary.shuping@doa.nc.gov](mailto:mary.shuping@doa.nc.gov) or [lisa.cole@doa.nc.gov](mailto:lisa.cole@doa.nc.gov).

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\* Effective January 1, 2010, the State Ethics Commission designated the following boards as covered by the State Government Ethics Act: NC Agricultural Hall of Fame; NC Capital Planning Commission; Crime Victims Compensation Commission; Dispute Resolution Commission; NC State Commission of Indian Affairs; NC Internship Council; NC Irrigation Contractors' Licensing Board; Judicial Standards Commission; Local Health Department Accreditation Board; NC Partnership for Children, Inc.; Public Officers and Employees Liability Insurance Commission; Supplemental Retirement Board of Trustees; NC Teacher Academy Board of Trustees; Tryon Palace Commission; Veteran's Affairs Commission; Water Pollution Control System Operators Certification Commission; Council for Women; NC Center for the Advancement of Teaching Board of Trustees.

# REMINDERS

## DESIGNATION OF ETHICS LIAISONS

- **Agency heads**, e.g., chairs of covered boards, *must designate an ethics liaison* to maintain active communication with the Commission. Ethics liaisons are extremely important since they are our primary point of contact for disseminating information to board members. Ethics liaisons may be board members or staff to the board. If you have not already done so, *please provide the name of your board's ethics liaison* to Beth Carpenter at (919) 715-2071 or by e-mail at [beth.carpenter@doa.nc.gov](mailto:beth.carpenter@doa.nc.gov) as soon as possible.
- **Questions.** Please direct any questions to Beth Carpenter at the above contact information.

## ADVICE & FORMAL ADVISORY OPINIONS

- **As of January 1, 2010, all board members** are subject to the requirements of the State Government Ethics Act (SGEA), including monitoring and avoiding conflicts of interest and not accepting prohibited gifts.
- **Questions.** Board members, persons responsible for appointing board members, ethics liaisons, and legal counsel can ask for advice or formal advisory opinions concerning compliance with the SGEA. All advice and formal advisory opinions are confidential.
  - **Informal Advice** is issued by Commission staff and does not confer immunity from investigation by the Commission.
  - **Formal advice** is issued by the Commission and does confer a limited immunity, including immunity from investigation by the Commission.
  - **All Questions or Requests for Advice or Advisory Opinions** should be directed to Christy Tillery, Paralegal, at (919) 715-2071 or by e-mail to [ethics.commission@doa.nc.gov](mailto:ethics.commission@doa.nc.gov).

## OTHER LAWS, POLICIES & EXECUTIVE ORDERS

Because you serve on a State board or commission, there are other laws that may also be applicable to you. For example, [G.S. 133-32](#) generally prohibits gifts from contractors with a State agency to agency employees involved in the contracting process. Governor Perdue's [Executive Order 24](#) extends this prohibition to all employees in the Cabinet agencies and the Governor's Office. [Executive Order 34](#) establishes additional ethics and attendance standards for gubernatorial appointees to boards.

- **Questions.** Questions concerning laws other than the SGEA and Lobbying Law as well as questions regarding the Governor's Executive Orders should be directed to your board's or agency's legal counsel.

We hope this information is helpful to you. As always, please feel free to contact our office if you have any questions or need additional information.