

**LAURA CURRAN**  
COUNTY EXECUTIVE



**COUNTY OF NASSAU**  
**BOARD OF ETHICS**  
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**BOARD OF ETHICS**

**RESOLUTION NO. 1-2019**

**GUIDELINES PROMULGATED BY THE BOARD OF ETHICS FOR DETERMINING PENALTIES TO BE IMPOSED PURSUANT TO SUBDIVISION 5 OF SECTION 22-4.3 OF THE NASSAU COUNTY ADMINISTRATIVE CODE FOR LATE FILING OF ANNUAL STATEMENTS OF FINANCIAL DISCLOSURE.**

Last Amended September 3, 2019

RESOLVED, the Board of Ethics hereby promulgates the following Guidelines to assist in determining penalties to be imposed pursuant to Subdivision 5 of Section 22-4.3 of the Nassau County Administrative Code for late filing of annual statements of financial disclosure.

1. In the absence of a finding by the Board of Ethics that there exists aggravating or mitigating factors, a penalty of \$250.00 shall be imposed for late filing of annual statements of financial disclosure.

2. A disclosure statement will be deemed late if not filed by May 15 of the particular filing year (except in the case of non-incumbent candidates for County elective office nominated or designated after that date, and officers or employees elected or appointed after that date, for whom different filing deadlines will apply). Notwithstanding the foregoing, a disclosure statement will not be deemed late if filed within such extended period for filing as may have been granted by the Board of Ethics, or if the time for filing has been stayed by the Board of Ethics.

3. Without limitation, aggravating factors may, in the judgment of the Board of Ethics, include any prior instances of late filing by the respective officer or employee.

4. Without limitation, mitigating factors may, in the judgment of the Board of Ethics, include good cause or hardship.

5. In imposing penalties pursuant to this Resolution, the Board of Ethics shall apply the Rules of Procedure for Adjudicatory Proceedings and Appeals relating to Assessment of Civil Penalties Pursuant to Nassau County Administrative Code Section 22-4.3(5)(c) last adopted by the Board of Ethics on August 16, 2018, as may be amended from time to time.

6. Before invoking the Rules of Procedure for Adjudicatory Proceedings and Appeals relating to Assessment of Civil Penalties Pursuant to Nassau County Administrative Code Section 22-4.3(5)(c), the Board of Ethics shall provide the subject reporting person with an opportunity to voluntarily and informally meet with the Board's counsel or other representative, for the purpose of seeking to resolve the matter without the need for a formal hearing. At the voluntary, informal meeting, the reporting person may, at his or her option, be assisted by counsel or other representative.

This Resolution shall take effect immediately.

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The forgoing is a true copy of the resolution adopted by the Board of Ethics on the date first set forth above.



Nicholas Vevante, Secretary

Dated: Sept 6, 2019