



MEETING MINUTES

BOARD OF ETHICS

Tuesday, May 16, 2017

7:00 p.m.

Lorraine H. Morton Civic Center
2100 Ridge Ave, Room 2402

Members Present: Kelda Harris-Harty, Jennifer Billingsley, Karena Bierman, Vincent Thomas and Elizabeth Gustafson.

Members Absent: None

Staff Present: Michelle Masoncup, Staff Attorney

Presiding Member: Kelda Harris-Harty, Committee Chair

1. Quorum:

Chairwoman, Harris-Harty declared that the Board had a quorum, with all members present and called the meeting to order at 7:05 p.m.

2. Minutes:

The Board approved the minutes of May 2, 2017.

3. Old Business:

The Board approved the draft advisory opinion with no edits for Complaints 17 BOE 001 and Complaint 17 BOE 003; separate complaints filed by Betty Ester and Madelyn Ducre were consolidated into Complaint No 17 BOE 001. The Complaint filed by Carolyn Murray was also addressed in the same advisory opinion.

The Board approved the draft advisory opinion with no edits for Complaint 17 BOE 002 filed by Misty Witenberg.

4. New Business: Harris-Harty distributed a worksheet to discuss Board member roles and duties that she discussed with V. Thomas. She suggested that roles be created to assist with the hearing process for co-chair, sergeant in arms/timekeeper, spokesperson, and scribe during a hearing.

Sergeant in Arms would be the meeting manager to keep the process moving smoothly, streamline order, and get through business in an efficient manner. The term was changed during the discussion to "vice-chair" to act in the capacity of chair if the chair is not around for business, health reasons, or other circumstances preventing them from attending the meeting. V. Thomas discussed that the vice-chair could also serve as the spokesperson. K. Bierman moved to have a vice-chair and sergeant in arms and seconded by V. Thomas created for Board positions.

The Board approved V. Thomas be the sergeant in arms. The Board approved J. Billingsley as the vice-chair.

Harris-Harty discussed the worksheet distributed review of how the process should go. The Board considered revising the administration of the Code a few years ago. Those draft revisions will be revisited and revised by the current Board on June 20, 2017.

Spokesman and scribe roles will be appointed for a hearing prior to the beginning of the hearing.

Madelyn Ducre was present at the meeting and addressed the Board about her process concerns.

V. Thomas answered that the Board would provide time at the next Board meeting for public comment to address the Board.

ADJOURNMENT

Upon motion and second, the meeting was adjourned at 7:50 p.m.