

**ETHICS ADVISORY COMMISSION
MINUTES
October 26, 2001**

Members Present: Daniel Perez, Chair
Rebecca B. Bergstresser
Calvin Bluiett
Jim Clark
Gloria Tarpley

Staff Present: Deborah Watkins, Assistant City Secretary
Jesus Toscano, City Attorney's Office
Michelle M. Calloway, City Secretary's Office
Debbie Brown, City Secretary's Office

Special Guests: The Honorable Judge Creuzot

The meeting of the Ethics Advisory Commission was called to order at 9:07 a.m. on October 26, 2001 in room 4CN #1. Commissioner Clark moved to approve the minutes of the September 27 meeting as distributed by the City Secretary's Office. Commissioner Tarpley seconded the motion.

Commission members signed and submitted the acknowledgement of receipt of the code of ethics.

Commissioner Bluiett joined the meeting.

Guest Speakers for 2002 were discussed.

Draft internal policies and procedures were discussed. Commissioner Clark would like a written guideline for citizens who want to file ethics complaint outlining what issues they can and cannot hear. Chairman Perez wants the panel to say that they are referring cases to the full commission for a decision, not that they have rendered a decision, and to recommend volunteers from the community or organizations to help walk citizens through the complaint process.

The Honorable Judge John Creuzot spoke to the commission on the history of the ethics ordinance.

The meeting reconvened at 10:49 a.m. after a break. Chairman Perez will send a letter of appreciation on behalf of the commission to Judge Creuzot for speaking.

Chairman Perez proposed drafting matters that are not covered by the ethics ordinance (i.e. personnel, managerial decisions, politics, sexual harassment, campaign issues.) He will begin a draft of suggestions for the annual report that is due to council in February. He asked other members to provide input.

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Discussion was held on the dismissal of complaints without prejudice by preliminary panels. The city attorney pointed out under Section 12A-26 (3), "To the extent possible, identify the ethics provision or provisions allegedly violated;"

Chairman Perez requested commission members provide staff with available dates in November in order to reschedule the declaratory hearing.

Meeting adjourned at 11:43 a.m.