

**ETHICS ADVISORY COMMISSION
MINUTES
November 19, 2004, Room 5ES**

Members Present: Calvin Bluiett, Vice-Chair
Rebecca B. Bergstresser
Linda G. Sorrells
Jim Clark
Margaret Donnelly

Member(s) Absent: Daniel Perez, Chair
Gloria Tarpley

Staff Present: Shirley Acy, City Secretary
Michelle Calloway, City Secretary's Office
Monesia Davis, City Secretary's Office

With a quorum being present, Vice-Chair Bluiett called the meeting to order at 9:11AM. Vice-Chair Bluiett called for a motion to approve the minutes of the October 15, 2004 meeting as presented by the city secretary. Commissioner Donnelly moved to approve the minutes. Commissioner Sorrells seconded the motion. The motion passed unanimously.

The Commission discussed the upcoming expiration date of the Ethics code. City Secretary Shirley Acy informed the Commission that the matter would appear as an agenda item on the City Council agenda in late December or January, and that present Commissioners would continue to serve until directions were given by the City Council. Ms. Acy also informed the Commission that if proposed charter amendments were placed on the May ballot and passed, then all Boards & Commissions would have the same expiration date. She also explained that because the Ethics Commission was created by ordinance, changing the expiration date would only involve presenting the same ordinance and changing the expiration date for that time period preceding the charter election. City Attorney Jesus Toscana entered the meeting and informed the Commission that the City Attorney's office had submitted an ordinance to the Mayor taking out the expiration date and that the ordinance would be placed on the agenda. Ms. Acy informed the Commission that her office would inform them when the item was placed on the agenda. City Attorney Toscano informed the Commission that the Council had been briefed on the recommendations presented to them by the EAC in its *2005 Annual Report to the City Council*, but that no action had been taken. He then left the meeting. (The city attorneys were absent due to no business matters being discussed).

The Commission then asked the City Secretary to put the final dates of each hearing or preliminary panel meeting on the grid of activities held by the EAC.

Upon discussion of the 2005 Annual Report to the City Council, Commissioner Donnelly raised the issue of the Commission's determining ways to better inform the community concerning the existence and availability of the EAC. Based upon the ensuing discussion and Commissioner Donnelly's comments, Commissioner Bergstresser then presented the immediate objectives into two points:

- 1) Discover and promote higher visibility for the EAC so that citizens are aware of the processes involved with filing a complaint; and
- 2) Obtain more information on other ethics/fraud processes that are occurring within the city so that the EAC is informed enough to make consistent decisions.

The Commission also determined that the meetings with Dr. Lovin and the special report presented by him should be attached to the 2005 annual report as well. It was determined that the two recommendations listed

above be placed on the agenda of the next full meeting, at which time the Commission would decide whether the additional recommendations would be added to the 2005 Annual Report to the City Council. Additionally, Ms. Acy informed the EAC that she would consult the City Attorney's office concerning the legalities of formulating the addition of information concerning the EAC to the City Secretary's website, as well as including a link to EAC information from the website. She also stated that she would inquire about tying in the City Auditor's fraud hot line as well. Commissioner Bergstresser moved that the two items be placed on the next meeting's agenda; Commissioner Clark seconded the motion.

The Commissioners decided that due to the Christmas holiday, the next full commission meeting scheduled for Friday, December 17, 2004, may or not be held.

Vice-Chair Bluiett called for a motion to adjourn. Commissioner Clark moved to adjourn. Motion seconded by Commissioner Donnelly.

The meeting adjourned at 10:20 AM.