



**ETHICS ADVISORY COMMISSION
MEETING MINUTES
February 18, 2005 - Room 6ES**

05-0319

EAC Members Present: Daniel Perez, Chair
Calvin Bluiett, Vice-Chair
Jim Clark
Margaret Donnelly
Linda Sorrells
Gloria Tarpley

Staff Present: Shirley Acy, City Secretary
Michelle M. Calloway, City Secretary's Office
Monesia Davis, City Secretary's Office
Richard Etheridge, City Secretary's Office

Meeting called to order at 9:17 AM.

Commissioner Bluiett moved to approve the minutes of the January 21, 2005 meeting as distributed by the City Secretary's Office. The motion was seconded by Commissioner Tarpley and passed unanimously.

The Commission reviewed and approved the sub-committee (comprised of Chairman Daniel Perez, Vice-Chair Calvin Bluiett and Commissioner Jim Clark) report detailing the meeting held on February 11, 2005 with Mark Duebner, Director of Business and Procurement. Chairman Perez gave highlights of the meeting.

Commissioner Gloria Tarpley presented a hand out entitled, "Ethics Advisory Commission Presentation on Code of Ethics in Dallas" for possible use as a promotional tool at Town Hall meetings, etc. It was stated that the hand out could be incorporated into a Power Point presentation, or developed into a brochure and placed in the City Secretary's office for distribution to citizens. Once developed, the hand out would be equipped with a disclaimer composed by the City Attorney's office stating that it was for informational purposes only, not legal advice or a replacement for the Code of Ethics. Chairman Perez asked Commissioner Tarpley to continue as EAC liaison for the public relations project.

Richard Etheridge, Systems Administrator of the City Secretary's office, presented a review and follow-up to the EAC web-site presentation given at the January 21, 2005 meeting.

Commissioner Clark informed the Commission of his plans to resign from the Commission. He was asked by the Commission to withhold his resignation until after the May elections; he agreed to the same.

The Commission decided to forego meeting in the month of March due to spring break and other activities.

Chairman Perez asked for a motion to adjourn the meeting; the motion was made by Vice-Chair Bluiett, seconded by Commissioner Sorrells and passed unanimously.

The meeting adjourned at 10:30 AM.

Chair