Regular Meeting:

Roll Call:

X Chair Ms. Tami Schademann
X Member Ms. Janey Humphries
X Member Mr. Robert Frey
X Member Ms. Dana Rank
X Member Ms. Diana Aguirre
X Ruth Benien, Administrator

X (Present)
E (Excused)
U (Unexcused)

Call to Order:

Chairperson Schademann called the meeting to order at 4:07 p.m. Commissioners Humphries, Frey, Rank and Aguirre were present. Administrator Benien was present.

Public Comment: No members of the public were present.

Old Business:

a). Approval of Minutes:

Proposed Minutes of the February 13, 2013 meeting were reviewed. A motion to approve the minutes as submitted was made by Commissioner Frey and seconded by Commissioner Humphries. The motion passed unanimously. Proposed Minutes of the March 7, 2013 meeting were reviewed. A motion to approve the minutes as submitted
was made by Commissioner Humphries and seconded by Commissioner Aguirre. The motion passed unanimously.

b). Monthly Administrator’s Report:

Administrator Benien provided a written copy of the February-March, 2013 monthly report which outlined the training provided in February and March, 2013 and the nature of the ethics opinions rendered and complaints received.

A Continuing Ethics training session was provided on February 28, 2013 from 1:30 p.m. – 2:30 p.m. at the Health Department and on March 26, 2013 from 1:00 p.m. – 2 p.m. at the Neighborhood Resources Center. A Basic Ethics training session was held at Human Resources from 2:00 p.m. – 4:00 p.m. An ethics presentation will be made to new UG Commissioners on April 23, 2013. Continuing Ethics training sessions are scheduled for May 8, 2013 from 2:00 p.m. – 3:00 p.m. at Human Resources and June 27, 2013 from 1:30 p.m. – 2:30 p.m. at Human Resources. Basic Ethics training is scheduled for May 23, 2013 from 1:30 p.m. – 3:30 p.m.

In February, 2013 six new email complaints were received. In March, 2013 six new email complaints and two hotline or telephone complaints were received. Fifteen complaints are pending awaiting investigation, under investigation or determination. Twenty-three complaints were closed. Three complaints were closed with a finding of lack of jurisdiction. Eight complaints were closed with a finding of no violation. One complaint was closed for lack of provision of sufficient information. Eleven violations or potential violations were found and the matters handled by training and meetings with the individuals involved. Four new email and six verbal requests for advisory opinion were received or matters presented for review. Six verbal advisory opinions were provided and four email advisory opinions were provided. Twelve advisory opinion requests are pending. One request for information is pending. One request for ethics presentation or training for a handicapped employee is pending. One request for an ethics presentation to new UG Commissioners is pending. Two KORA requests were received and response provided.

The Administrator’s report was accepted as amended or corrected for February - March, 2013.

c). Discussion of Status of Proposed Revisions and Amendments to Ethics Code:

Administrator Benien advised that a copy of the UG Ethics Commission proposed amendments to the UG Ethics Code with final changes and corrections was sent to the UG Mayor’s Office on February 3, 2012. No action will be taken until after the April, 2013 UG elections.
New Business:

Ethics Administrator Benien advised that the political memorandum prepared by the Office of the UG Ethics Administrator was re-distributed prior to the UG general elections and posted on the UG Ethics website.

Administrator Benien advised that a press release soliciting applications for new ethics commission members had been sent and provided a copy to the Ethics Commissioners.

A copy of the Open Letter and Memorandum prepared by Administrator Benien and distributed to all UG elected officials, appointed officials and employees with respect to use of title in endorsement of political candidates was provided to the Ethics Commissioners. Copies of the two KORA responses were provided to the Ethics Commissioners.

Executive Session:

No Executive Session was held.

Adjournment:

Motion for adjournment by Commissioner Humphries.

Seconded by Commissioner Aguirre.

Motion passed unanimously.

Meeting Adjourned at 4:40 p.m.

Next Meeting is May 2, 2013 at 4:00 p.m.

Respectfully Submitted,

s/Ruth M. Benien

Ruth M. Benien
UG Ethics Administrator