Regular Meeting:

Roll Call:

X Chair Mr. Gilbert Castro
X Member Dr. J. Anthony Snorgrass, PhD.
X Member Mr. John Zawacki
X Member Ms. Janey Humphries
X Member Mr. Robert Frey
X Ruth Benien, Administrator

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

Call to Order:

Chairperson Castro called the meeting to order at 4:10 p.m. Commissioners Castro, Snorgrass, Zawacki, Humphries and Frey were present. Administrator Benien was present.

Public Comment: No members of the public appeared.

Old Business:

a). Approval of Minutes:

Proposed Minutes of the July 8, 2010 meeting were reviewed. A motion to approve the minutes as corrected was made by Commissioner Humphries and seconded by Commissioner Zawacki. The motion passed unanimously.
b). Monthly Administrator’s Report:

Administrator Benien provided a written copy of the July, 2010 monthly report to the Commission which outlined the training provided in July, 2010 and the nature of the ethics opinions rendered and complaints received.

A Basic Ethics Training for the Fire Department Academy recruits was held on July 6, 2010 at 3:00 p.m. at the Health Department. A Basic Ethics training session is scheduled for August 24, 2010 at the Health Department from 1:00 p.m. – 3:00 p.m. A Continuing Ethics training session is scheduled for August 24, 2010 at the Health Department from 3:30 p.m. – 4:00 p.m. A Continuing Ethics training session is scheduled from 3:00 p.m. to 4:00 p.m. on September 16, 2010. Request has been received to provide the three year continuing education for the police department and the fire department starting in September, 2010 through June, 2011.

One new e-mail complaint, one hotline complaint and one verbal complaint was received. Twenty-eight complaints are pending awaiting investigation, under investigation or determination. Six complaints were closed, three for lack of jurisdiction. No new requests for advisory opinions were received. Five written advisory opinions were provided. Five e-mail advisory opinions were provided. One verbal advisory opinion was provided. Fifteen requests for an advisory opinion are pending. Three e-mail requests for information were received. Two requests for information are pending. One request for information was responded to and closed.

The Administrator’s report was accepted as amended or corrected.

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

Administrator Benien advised that the proposed amendments to Sec. 2-259 and Sec. 2-267 of the UG Ethics Code were submitted to the UG Legal Department but have not been submitted for the July, 2010 Agenda for the Standing Committee on Administrative Affairs. Due to extensive upcoming budget discussions the amendments will be held until August or September, 2010.

d). Letters of Support:

Administrator Benien advised that she was working with the Office of the Mayor to prepare a proposed letter of support template that could be used by the Mayor and other elected officials. Language for the proposed template was forwarded to the Ethics Commissioners for input and direction. Proposed language was forwarded from the Mayor’s Office and to the UG Ethics Commissioners. A formal request for an Advisory Opinion with respect to letters of support was requested by the Mayor’s Office by letter dated June 21, 2010. A proposed template is being prepared.

New Business:
A suggestion for adoption of an Ethics Day was discussed. Commissioner Snorgrass provided information that the month of March is designated as National Ethics Awareness month. Consideration will be given to conducting some programs or events in the month of March, 2011.

Administrator Benien advised that a memorandum was being prepared in conjunction with the UG legal department with respect to the United Way, the Wyandotte County Parks Foundation and the Wyandotte County Historical Society for adoption by the Standing Committee on Administrative Affairs.

Administrator Benien reported that the budget process was in progress but that the Ethics Commission budget requests should be approved.

**Executive Session:**

No Executive Session was held.

**Adjournment:**

Motion for adjournment by Commissioner Zawacki.

Seconded by Commissioner Snorgrass.

Motion passed unanimously.

Meeting Adjourned at 5:15 p.m.

Next Meeting is September 2, 2010 at 4:00 p.m.

Respectfully Submitted,

/Ruth M. Benien

Ruth M. Benien
Ethics Administrator