Regular Meeting:

Roll Call:

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

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

Call to Order:

Chairperson Smiley called the meeting to order at 4:07 p.m. Commissioners Snorgrass, Zawacki, Castro and Humphries were present. Administrator Benien was present.

Public Comment: No members of the public appeared.

Old Business:

a). Approval of Minutes:

Proposed Minutes of the November 5, 2009 meeting were reviewed. A Motion to Approve the November 5, 2009 Minutes as Corrected was made by Commissioner Zawacki with a second by Commissioner Humphries. The motion passed unanimously.

b). Monthly Administrator’s Report:

Administrator Benien provided a written copy of the November, 2009 monthly report to the Commission which outlined the training provided in November, 2009 and the nature of the ethics opinions rendered and complaints received.
The November 3, 2009 Basic Ethics and Continuing Ethics training were cancelled awaiting receipt of the UG Ethics Code in its codified form and for time to revise the training materials. Ethics training sessions for the UG Commissioners and Mayor are scheduled for December 14, 2009 and December 17, 2009. Continuing Ethics training is scheduled from 1:30 p.m. to 2:30 p.m. and Basic Ethics training is scheduled from 3:00 p.m. to 5:00 p.m. in the Human Resources Training Room on December 9, 2009.

Fourteen new complaints were received. Four complaints were resolved with a finding of no jurisdiction, no violation or no response to request for information. Twenty nine complaints are pending awaiting investigation, under investigation or determination. Three new e-mail requests for an advisory opinion were received. Twenty seven written or e-mail requests for an advisory opinion are pending. Two e-mail advisory opinions were provided.

Three requests for information were received including a November 10, 2009 formal written request under the Kansas Open Records Act for all letters and correspondence involving the UG Ethics Code revisions. Receipt of the request has been acknowledged and the information requested provided. The priority given to addressing the UG Ethics Code revisions and the time investment required for the same substantially limited the ability of the Ethics Administrator to address matters under investigation and requests for opinions during the month of November, 2009.

c). Discussion of status of submittal of revisions to Ethics Code:

The proposed revisions to the UG Ethics Code from the UG Ethics Commission were discussed. The majority of the outstanding requests for advisory opinions relate to the new UG Ethics Code revisions. Administrator Benien will begin the preparation of the Advisory Opinions and will be providing separate opinions for each request. The same will be submitted to the UG Ethics Commissioners for their review prior to issuance. The UG Ethics Commissioners agreed to consider holding a special meeting to consider any issues with the issuance of the opinions or their content if necessary.

The UG Ethics Code and its revisions which became effective October 15, 2009 has been sent to the codifier in Florida. It is currently unknown when it will be completed.

d). Report on status of anti-retaliation memorandum:

The Administrator has not had opportunity to prepare a memorandum for distribution regarding the anti-retaliation provisions of the UG Ethics Code due to the priority given to the UG Ethics Code revisions and the substantial time commitment required for the same.

New Business:

There was no new business.
Executive Session:

No Executive Session was held.

Adjournment:

Motion for adjournment by Commissioner Snorgrass.

Seconded by Commissioner Castro.

Motion passed Unanimously.

Meeting Adjourned at 5:07 p.m.

Next Meeting is January 7, 2010 at 4:00 p.m.

Respectfully Submitted,

s/Ruth M. Benien

Ruth M. Benien
Ethics Administrator