Regular Meeting:

Roll Call:

X Chair Ms. Tami Schademann
X Member Ms. Dana Rank Bye
X Member Ms. Pat Brune
X Member Mr. George Kemper
X Member Anthony Villegras
X Ruth Benien, Administrator

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

Call to Order:

Chairperson Schademann called the meeting to order at 4:03 p.m. Commissioners Rank Bye, Brune, Kemper and Villegras 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 7, 2103 meeting were reviewed. A motion to approve the minutes as submitted was made by Commissioner Kemper and seconded by Commissioner Villegras. The motion passed unanimously.

b). Monthly Administrator’s Report:
Administrator Benien provided the November, 2013 monthly report which outlined the training provided in November, 2013 and the nature of the ethics opinions rendered and complaints received.

Ethics training for the fourth quarters are as follows: Basic Education, November 5, 2013 at NRC at 1:00 p.m. was rescheduled and included in the November 21, 2013 training at the Health Department at 2:00 p.m.; and Continuing Education, Dec. 3, 2013 at Human Resources at 2:30 p.m. was rescheduled for the Health Department. Training for the three new UG Ethics Commissioners scheduled for after the UG Ethics Commission meeting on December 5, 2013 was rescheduled until after the January, 2014 UG Ethics Commission meeting. Continuing Ethics training for the three UG Commissioners needing to complete such training will be scheduled.

In November, 2013 one email complaint was received. Seventeen complaints are pending awaiting investigation, under investigation or determination. Twelve complaints were closed. Eleven with no violation found the other for lack of information. Two new verbal requests for advisory opinion were received. Twelve requests for advisory opinion were closed as moot or a verbal opinion having been provided and no written opinion requested. Six advisory opinion requests are pending. One request for ethics presentation or training for a handicapped employee is pending.

The Administrator’s report was accepted as amended or corrected for November, 2013.

**New Business:**

Discussion was had with respect to proposed ethics amendments and a general consensus that an attempt should be made to review the UG Ethics Code in its entirety and make requests for changes and amendments globally. The discussion will be continued at upcoming meetings.

New UG Ethics Commissioners who have not done so were asked to submit biographical information and a photograph for posting on the UG Ethics website.

Given the New Year’s holiday on January 2, 2014 it was agreed to move the January, 2014 meeting to January 9, 2014.

**Executive Session:**

No Executive Session was held.

**Adjournment:**

Motion for adjournment by Commissioner Villegras.

Seconded by Commissioner Kemper.
Motion passed unanimously.

Meeting Adjourned at 4:15 p.m.

Next Meeting is January 9, 2014 at 4:00 p.m.

Respectfully Submitted,

s/Ruth M. Benien

Ruth M. Benien
UG Ethics Administrator