Regular Meeting:

Roll Call:

X Chair Ms. Rhonda Smiley
X Member Ms. Mary Ann Slattery
X Member Mr. J. Anthony Snorgrass
X Member Mr. John Zawacki
X Member Mr. Gilbert Castro
X Ruth Benien, Administrator

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

Call to Order:

Commissioner Slattery called the meeting to order at 4:15 p.m. in the absence of Chairperson Smiley who was enroute to the meeting. Commissioners Slattery, Snorgrass, Zawacki and Castro were present. Chairperson Smiley arrived for participation at 4:50 p.m.

Public Comment: Prior to the meeting the Commissioners had been presented with written materials which they were asked to review and agreed to review by two members of the UG Commission who appeared.

Old Business:

Minutes of the December 4, 2008 meeting were reviewed. A Motion to Approve the Minutes as corrected was made by Commissioner Zawacki with a second by Commissioner Snorgrass. The motion passed unanimously.
Administrator Benien reviewed the monthly report with the Commission which outlined the training provided in January, 2009 and the nature of the ethics opinions rendered and complaints received.

One Ethics training course was provided during the month of January, 2009 for the Water Pollution Control Department on January 29, 2009 from 7:15 a.m. – 8:15 a.m. Additional Continuing Ethics training sessions are scheduled for the Water Pollution Control Department on February 3, 2009, February 10, 2009 and February 13, 2009 from 7:15 a.m. - 8:15 a.m. A Continuing Ethics training session is scheduled for the Human Resources Training Center on March 11, 2009 from 1:30 p.m. – 2:30 p.m..

Two new ethics complaints were received and a file opened pending investigation or receipt of additional information or preparation of formal response. No requests for advisory opinions were received. A request for information about the UG Ethics Code and its provisions with respect to contracting with former employees was received from a City Manager of another city and response provided. Sixteen complaints from prior months are still pending awaiting additional information, investigation or preparation of a final formal response. Four outstanding complaints were resolved.

The status of the updates and revisions to the Ethics Code was reviewed. Administrator Benien advised that her review is complete and distributed a sheet suggesting the manner in which she proposes to summarize and highlight the changes. Chairperson Smiley agreed to have her personnel provide a highlighted and non-highlighted copy of the Code to the Commissioners for review.

No further action has been taken by Administrator Benien with respect to preparation of memorandums regarding political activities. The UG elections are not until March and April, 2009.

**New Business:**

The recent events involving the son of the Sheriff were discussed and Administrator Benien advised that given the actions reported to have been taken by the Department it was not felt any additional action by the Ethics Administrator or Commission was required.

A discussion with respect to Code provisions regarding appeal rights was raised. No action was taken.

**Executive Session:**

No Executive Session was held.

**Adjournment:**

Motion for adjournment by Chairperson Smiley
Seconded by Commissioner Snorgrass

Passed Unanimously.

Meeting Adjourned at 6:30 p.m.

Next Meeting is February 4, 2009 at 4:00 p.m.

Respectfully Submitted,

s/Ruth M. Benien

Ruth M. Benien
Ethics Administrator