Regular Meeting:

Roll Call:

X Chair Mr. Gilbert Castro
X Member Dr. J. Anthony Snorgrass, PhD.
E 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 4:03 p.m. Commissioners Castro, Snorgrass, Humphries and Frey were present. Commissioner Zawacki was absent. Administrator Benien was present.

Public Comment: District Attorney Jerome Gorman and Legislative Auditor Tom Wiss appeared at the meeting as representatives of the Ad Hoc Ethics Commission Appointment Panel to advise the Ethics Commissioners of their interpretation of the conflict of interest provisions of the UG Ethics Code with respect to any Ethics Commissioner serving or being appointed to any other UG board, commission, task force or other unified government bodies. It is the opinion of the Ad Hoc Ethics Commission Appointment Panel that because the UG Ethics Commission has jurisdiction over all such committees and boards for purposes of enforcement and interpretation of the UG Ethics Code it would be inappropriate for any UG Ethics Commission to serve on any other boards, commissions or task forces or other unified government bodies.

Old Business:
a). Approval of Minutes:

Proposed Minutes of the December 2, 2010 meeting were reviewed. A motion to approve the minutes as proposed was made by Commissioner Frey and seconded by Commissioner Humphries. The motion passed unanimously.

b). Monthly Administrator’s Report:

Administrator Benien provided a written copy of the January 5, 2011 monthly report to the Commission which outlined the training provided in December, 2010 and the nature of the ethics opinions rendered and complaints received.

Police Department Continuing Ethics training sessions were held December 3, 2010 at 10:00 a.m. and December 17, 2010 at 10:00 a.m. A Continuing Ethics training session scheduled for 3:00 p.m. to 4:00 p.m. at the NRC on December 8, 2010 and at the Police Academy for December 7, 2010 were cancelled due to the absence of Administrator Benien due to a death in the family. Additional police ethics training and fire department training are being scheduled and dates are being confirmed for January, 2011 through June, 2011. A Continuing Ethics training session at the Police Academy scheduled for January 4, 2011 at 11:00 a.m. was cancelled by the police department.

Four new e-mail complaints were received. One new verbal complaint was received. Thirty four complaints are pending awaiting investigation, under investigation or determination. Two complaints were closed, one with the matter having been resolved with a change in procedures, the other due to lack of follow-up information being provided. One new e-mail request for advisory opinion was received. One new verbal request for advisory opinion was received. One verbal advisory opinion was provided. One verbal advisory opinion was provided. Eleven requests for an advisory opinion are pending. No new requests for information were received. One request for information is pending.

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 as of January 6, 2011 for the Standing Committee on Administrative Affairs. Administrator Benien has a meeting scheduled with the UG legal department on January 12, 2011 to discuss the same and whether any additional amendments are required or should be made to the permitted and prohibited political activities section of the UG Ethics Code.

Commission members present were asked to review and make corrections to the Ethics Commission Contact List and Information Sheet originally circulated at the November 4, 2010 meeting. Additional changes were made and will be corrected and a new contact list circulated.
The upcoming UG election cycle was discussed. Administrator Benien advised that a memorandum of prohibited and permitted political activity will be posted and distributed. Copies of the Ethics Code and the political memorandum will be provided to the UG Clerk and the UG Elections Commission offices.

A request for corrections to the UG Ethics Website was forwarded by Administrator Benien to the Edwin Birch with the UG and either have or will be made.

**New Business:**

A question was raised with respect to the Minutes if there were corrections, if it was necessary to state what was corrected. The matter was discussed and it was determined that such explanation was not required.

**Executive Session:**

No Executive Session was held.

**Adjournment:**

Motion for adjournment by Commissioner Snorgrass.

Seconded by Commissioner Frey.

Motion passed unanimously.

Meeting Adjourned at 5:06 p.m.

Next Meeting is February 3, 2011 at 4:00 p.m.

Respectfully Submitted,

s/Ruth M. Benien

Ruth M. Benien
Ethics Administrator