Regular Meeting:

Roll Call:

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

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

Call to Order:

Chairperson Zawacki called the meeting to order at 4:03 p.m. Commissioners Snorgrass, Humphries and Frey were present. Administrator Benien was present.

Public Comment: No members of the public were present.

Old Business:

The meeting opened with an Invocation and the Pledge of Allegiance.

a). Approval of Minutes:

Proposed Minutes of the February 3, 2011 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 March 2, 2011 monthly report to the Commission which outlined the training provided in February, 2011 and the nature of the ethics opinions rendered and complaints received.

Police Department Continuing Ethics training sessions were held at the Police Academy on February 1, 2011 at 11:00 a.m.; February 8, 2011 at 11:00 a.m.; February 15, 2011 at 11:00 a.m.; February 17, 2011 at 11:00 a.m. Additional Continuing Ethics training sessions for the police department are scheduled for March 1, 2011 at 11:00 a.m.; March 8, 2011 at 11:00 a.m.; March 24, 2011 at 11:00 a.m.; March 29, 2011 at 11:00 a.m.; April 5, 2011 at 11:00 a.m.; April 12, 2011 at 11:00 a.m.; April 19, 2011 at 11:00 a.m.; April 28, 2011 at 11:00 a.m.; May 5, 2011 at 11:00 a.m.; May 10, 2011 at 11:00 a.m.; May 19, 2011 at 11:00 a.m.; May 24, 2011 at 11:00 a.m.; May 26, 2011 at 11:00 a.m.; June 2, 2011 at 11:00 a.m.; June 7, 2011 at 11:00 a.m.; June 14, 2011 at 11:00 a.m.; June 21, 2011 at 11:00 a.m.. The fire department training is in the process of being scheduled. The Administrator has provided available dates and is awaiting confirmation. A Basic Ethics and Continuing Ethics session is scheduled for March 23, 2011 at the Health Department and a Basic Ethics and Continuing Ethics session was held on February 16, 2011 at the Health Department on February 16, 2011 from 1:00 p.m. to 3:00 p.m. and 3:30 p.m. to 4:30 p.m., respectively. A Basic Ethics training session is tentatively scheduled for either April 24, 2011 or April 25, 2011 for newly elected UG officials and staff.

Five new verbal complaints were received. Three new e-mail complaints were received. One new written complaint was received. Thirty seven complaints are pending awaiting investigation, under investigation or determination. Six complaints were closed, two with finding of no jurisdiction; four with no violation being found. Three new verbal requests for advisory opinion were received. Four verbal advisory opinions were provided. Two written opinions were provided. Ten requests for an advisory opinion are pending. One new verbal request for information was received and responded to with the information requested. 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 outstanding proposed amendments to the UG Ethics Code will be submitted to the Standing Committee for the April, 2011 meeting after the elections. A political memorandum with respect to permitted and prohibited political activity was prepared and forwarded for distribution on February 15, 2011.

New Business:

There was no new business.

Executive Session:
No Executive Session was held.

Adjournment:

Motion for adjournment by Commissioner Snorgrass.

Seconded by Commissioner Humphries.

Motion passed unanimously.

Meeting Adjourned at 5:30 p.m.

Next Meeting is April 7, 2011 at 4:00 p.m.

Respectfully Submitted,

s/Ruth M. Benien _____

Ruth M. Benien
UG Ethics Administrator