Regular Meeting:

Roll Call:

X Chair Ms. Tami Schademann
X Member Ms. Dana Rank Bye
X Member Ms. Pat Brune
E 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 4:05 p.m. Commissioners Rank Bye, Brune and Villegras were present. Commissioner Kemper was absent but excused. Administrator Benien was present. Legislative Auditor Tom Wiss was present prior to the start of the meeting.

Public Comment: No members of the public appeared.

Old Business:

a). Approval of Minutes:

Proposed Minutes of the October 10, 2013 meeting were reviewed. A motion to approve the minutes as submitted was made by Commissioner Brune and seconded by Commissioner Villegras. The motion passed unanimously.

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

Ethics training for the third and fourth quarters are as follows: Continuing Education, September 10, 2013 at 1:30 p.m. at the Health Department; Basic Education, September 17, 2013 at the Health Department at 2:00 p.m.; Continuing Education, October 16, 2013 at NRC at 2:00 p.m.; Basic Education, November 5, 2013 at NRC at 1:00 p.m.; and Continuing Education, Dec. 3, 2013 at Human Resources at 2:30 p.m. Training for the three new UG Ethics Commissioners scheduled for after the UG Ethics Commission meeting on November 7, 2013 was rescheduled until after the December 5, 2013 UG Ethics Commission meeting. The basic training required to be provided to the UG elected official as part of the Public Censure was completed on October 30, 2013.

In October, 2013 one verbal complaint was received and two anonymous written complaints were received. Eighteen complaints are pending awaiting investigation, under investigation or determination. Two complaints were closed. One with no violation found the other for lack of jurisdiction. No new requests for advisory opinion were received. Seventeen 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 September, 2013 (previously provided orally and accepted at October, 2013 meeting) and October, 2013.

**New Business:**

None.

**Executive Session:**

No Executive Session was held.

**Adjournment:**

Motion for adjournment by Commissioner Brune

Seconded by Commissioner Rank Bye

Motion passed unanimously.

Meeting Adjourned at 4:25 p.m.

Next Meeting is December 5, 2013 at 4:00 p.m.
Respectfully Submitted,

s/Ruth M. Benien_____

Ruth M. Benien
UG Ethics Administrator