Regular Meeting:

Roll Call

X Chairperson Mr. George Kemper
X Member Anthony Villegas
X Member Jerry Fiscus
X Member David Duckers
X Member Chiquita Wilson
X Ruth Benien, Administrator

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

Call to Order:

Chairperson George Kemper called the meeting to order at 4:05 p.m. Commissioners Villegas, Fiscus, Duckers and Wilson were present. Administrator Benien was present.

Public Comment: No members of the public were present for comment.

Old Business:

a). Approval of Minutes:

Proposed Minutes of the September 3, 2015 meeting were reviewed and approved. A motion was made by Commissioner Duckers and seconded by Commissioner Fiscus to approve the September minutes as submitted. The motion passed unanimously.
b). Monthly Administrator’s Report:

Administrator Benien provided an August, 2015 and September, 2015 monthly report which outlined the training provided in August, 2015 and September, 2015 and the nature of the ethics opinions rendered and complaints received.

Continuing Ethics training for the UG Commissioners needing to complete such training will be scheduled in the next few months. The Human Resources department has completed its editing of the training video which will be reviewed and finalized. Human Resources is preparing a system to confirm actual review of the video by employees. Continuing Ethics training was held August 5, 2015 at 2:00 p.m. at the Human Resource training center. Continuing Ethics training was held August 20, 2015 at 1:30 p.m. at the Health Department Auditorium. A Basic Ethics training session was held on September 22, 2015 at 1:00 p.m. at the Human Resources training center. Ethics training statistics were provided by Human Resources. The majority of new hires have now received Basic Ethics training. Basic Ethics training for the new UG Ethics Commissioners will be provided in the next few months after a regularly scheduled UG Ethics Commission meeting.

One new email complaint was received in August, 2015. One new hotline complaint was received in September, 2015. One complaint was closed due to the manner in which it was presented and identified as not being a formal complaint at this time. Two complaints were closed for lack of jurisdiction as involving personnel or Human Resource issues. Four complaints are pending awaiting investigation, under investigation or determination. Nineteen advisory opinion requests are pending as of the end of September, 2015. One email opinion was closed as not being a violation but no formal opinion was requested. Seven new email advisory opinions were requested in August, 2015. Six new email advisory opinions were requested and one written and one verbal opinion was requested in September, 2015. Four verbal advisory opinions were provided in August and September, 2015. Four email advisory opinions were provided in August and September, 2015. One written formal public memorandum was provided. One new request for information was received and responded to in August, 2015. Three new requests for information were received and responded to in September, 2015. One request for ethics presentation or training for a handicapped employee is pending.

The Administrator’s report was accepted as presented for August, 2015 and September, 2015.

New Business:

Training for the new UG Ethics Commissioners will be held after the November, 2015 or December meeting. The UG Ethics website has been updated with meeting minutes and agendas posted. Pictures of the new UG Ethics Commissioners were taken at the October, 2015 meeting and will be posted on the UG Ethics website. The new UG Ethics Commissioners were asked to review the biographical information posted that was taken from the press release and advise of any changes or corrections to the same.
UG Ethics Commissioner Wilson advised that she has been called to activity military duty starting November 1, 2015 and will not be able to physically be at the meetings through February, 2015 but will be in the United States and able to participate by telephone and to review emails.

Executive Session:

No Executive Session was held.

Adjournment:

Motion for adjournment by Commissioner Villegas.

Seconded by Commissioner Ficsus.

Motion passed unanimously.

Meeting Adjourned at 5:05 p.m.

Next Meeting is November 5, 2015 at 4:00 p.m.

Respectfully Submitted,

s/Ruth M. Benien

Ruth M. Benien
UG Ethics Administrator