

Minutes

Board of Ethics City of Memphis

Meeting of February 3, 2016

Informal discussion started at 2:10, while we waited for a quorum.
The meeting was formally called to order at 2:30 p.m.

The following Chairman, Board Members and Members of City Administration were present at the meeting:

Latonya Sue Burrow	Bruce McMullen (City Atty.)	Dabney Ring
Craig L. Cardwell	Thomas Parker	Pete Scatamacchia
Chairman Robert A. Lanier	Ruth Pollard	Jennifer Sink
		Edward Vaughn

APPROVAL OF AGENDA AND MINUTES

A motion to approve today's Agenda and Minutes from January 6, 2016 meeting was made and seconded. The Motion carried with no modifications or amendments.

DISCUSSION

INTRODUCTION OF MISS DABNEY RING, ASSISTANT TO SPECIAL COUNSEL ALAN CRONE

- I. Will there be changes to the Board? There are no real changes. Ring is here to assist Boards and Committees.
- II. How can Ring assist the Board? Ring will help to guide appointments through the City Council. Ring will assist to find a replacement member for former Board Member, Carol George. Ring will also assist current Board Members Ruth Pollard and Edward Vaughn, in getting re-appointed, as their terms are near an end.
- III. How can Ring, working with Ursula Madden of Communications, assist the Board of Ethics? Chief Ethics Officer Burrow will get the information that the Board wants disseminated to Ursula Madden via Dabney Ring. The Board wants to make City Employees and the public aware that the Board of Ethics exists, what its purpose is and what issues fall under its jurisdiction.

LETTER TO THE NEW MAYOR REGARDING NON-COMPLIANCE WITH ETHICS TRAINING

CEO Burrow had delayed sending the letter to Mayor Strickland until the new Mayor's Executive Order was drafted, designating which employees will have Ethics Training mandated. The Board of Ethics decided to send the letter to Mayor Strickland regarding non-compliance with mandatory Ethics Training as soon as possible.

REPORT ON ETHICS INQUIR(IES)

The Chief Ethics Officer received three (3) Ethics Complaints within the last two weeks.

First of the Complaints (by spouse of MPD Officer) will require more information to formulate the nature of the violation. CEO Burrow called the Complainant, but has been unable to make contact.

Second of the Complaints was received on today, regarding a Conflict of Interest. The Complainant is a City Council Member, and the complaint is against other Council Members. The Complaint, received a couple of hours before this meeting, does not meet the requirement for submission - signed, notarized, etc., as it was forwarded via e-mail. CEO Burrow will see that the Complainant receives the necessary information to submit a Formal Ethics Complaint.

Third of the Complaints was made by a city official against an attorney working on contract for the City Council. CEO Burrow received the information on yesterday and has not had the opportunity to completely review the documents, as they are voluminous. Burrow did advise that a complaint, similar to one of the issues mentioned, was filed by the same complainant, against the same person in the past for the same alleged violation. She recalls reading the documents that accompanied the prior complaint. Burrow will give a full report to the Board after all information is gathered and reviewed.

ETHICS TRAINING UPDATE

CEO Burrow advised that she had scheduled three (3) training sessions: Wednesday, January 27, 2016 at 10:00 a.m., Thursday, February 4, 2016 at 2:00 p.m. and Thursday, February 11, 2016 at 2:00 p.m.

On January 27, 2016, Mayor Strickland needed to use the Conference Room for a meeting.

As for February 4th and 11th, Burrow is awaiting the New Mayor's Executive Order from the City Attorney, advising the Board as to which City Employees will be mandated to take Ethics Training.

INFORMATION AND ANNOUNCEMENTS

CITY ATTORNEY BRUCE MCMULLEN

It is the City Attorney's position that Executive Order No. 2-2009 expired with the former administration's term. Mayor Strickland will issue a new Executive Order. Also forthcoming from the City Attorney is a revised "City of Memphis Disclosure of Financial Interests" form.

As to Ethics Training, McMullen would like for the CEO to do an Ethics presentation to the City Council and to City Chiefs and Deputy Chiefs. A tentative date for City Council is Tuesday, February 16, 2016.

CHAIRMAN LANIER

Chairman Lanier mentioned to the City Attorney that sections of the Code of Ethics might need clarification. Chairman Lanier requested that CEO Burrow forward to McMullen, the information that Lanier e-mailed to Burrow regarding these matters.

ADJOURNMENT

A Motion to Adjourn was made and seconded at 3:02 p.m.



Signature of Secretary

3-2-2014
Date