

Minutes

Board of Ethics City of Memphis

Meeting of August 5, 2015

The meeting was called to order at 2:06 p.m.

ROLL CALL

The following Attorneys and Board Members were present at the meeting:

Latonya Sue Burrow	Chairman Robert A. Lanier	Edward L. Vaughn
Craig L. Cardwell	Zayid Saleem	
Robert T. Dawkins	Pete Scatamacchia	

APPROVAL OF AGENDA MINUTES

A motion to approve today's Agenda and Minutes from May 6, 2015 meeting was made and seconded. The Motion carried without objection or modification.

REPORT ON ETHICS INQUIR(IES)

Chief Ethics Officer Latonya Sue Burrow gave a report on the following inquiries:

GENERAL ETHICS INQUIRY

City Attorney Carlos A. Bibbs advised that the Memphis Advisory Council for Citizens with Disabilities (MACCD) is seeking general guidance regarding issues of conflict of interests and political endorsements. Chief Ethics Officer Burrow further provided the Board with a written draft of her response, and will provide a finished report, upon completion of her research.

SPECIFIC ETHICS INQUIRY

City employee Darryl Lewis, Founder and Executive Director of a non-profit organization is seeking the answer to a conflict of interests questions. The inquiry was received by Burrow on yesterday, August 4, 2015. Burrow and the Board agreed that more information is needed from Mr. Lewis and more research should be done, in order to issue an opinion. Burrow will provide an update to the Board as the project progresses.

ETHICS TRAINING UPDATE

Ethics Officer Burrow advised that she has reserved a conference room at City Hall for the following training sessions:

Tuesday, August 18, 2015 at 2:00 p.m.
Wednesday, August 26, 2015 at 2:00 p.m.
Friday, August 28, 2015 at 9:00 a.m.

The sessions last approximately one (1) hour.

Board Member Pete Scatamacchia asked which City Employees are required to take this training, and what power does the Board of Ethics have to compel compliance, especially where training is mandatory?

Response by Ethics Officer is that all Directors, Deputy Directors and others specifically listed in the Code of Ethics and Executive Order No. 2-2009. Also, new employees are to attend within sixty days of hire. The training is mandatory for Directors, Deputy Directors and those specifically listed, and strongly encouraged for all other employees.

Chairman Lanier suggested sending a letter to the City Council, asking the body to use stronger wording in its ordinance regarding the attendance of Ethics Training.

INFORMATION AND ANNOUNCEMENTS

Chairman Lanier inquired about the status of three issues from the May 6, 2015 meeting:

1. The update/disposition of a Sworn Ethics Complaint received by the Ethics Officer on May 1, 2015.
2. The City of Memphis' Open Records Request Policy
3. The FY 2016 Adopted Budget for the Ethics Office

Some Board members stated that they had received some of this information via e-mail. Ethics Officer Burrow advised that she will re-send the information, and the Board would have all of this information by the end of the day.

ADJOURNMENT

A Motion to Adjourn was made and seconded at 2:26 p.m.



Signature of Secretary
Chief Ethics Officer

11-4-2015
Date