

Minutes

**Board of Ethics
City of Memphis**

Meeting of April 3, 2019

The meeting was formally called to order at 2:00 p.m.

ROLL CALL

The following Chairman, Board Members, Chief Ethics Officer and member(s) of the public were present at the meeting:

Latonya Sue Burrow	Joel Martin
Craig Cardwell	Cindy Newman
Bob Dawkins	Blanch Thomas
Chairman Robert A. Lanier	Edward Vaughn

MOTION TO APPROVE MINUTES FROM FEBRUARY 6, 2019:

MADE:	Bob Dawkins
SECONDED:	Edward Vaughn
PASSED:	Unanimously

ITEMS FOR DISCUSSION

a. Update on Online Ethics Training

CEO Burrow advised that the Online Ethics Training Program went live March 29, 2019, and would be presented to Mayor Strickland during Ethics Training before the next Board meeting.

b. Brief discussion about the news article in the Daily Memphian.

REPORT ON ETHICS COMPLAINTS/INQUIR(IES)

CEO Burrow reported that she has received no new Formal Complaints since last report.

CEO Burrow received three (3) Ethics Inquiries since last report.

As always, Burrow responded in writing to all inquiries, giving the Inquirers the necessary information to proceed. Burrow further advises that no further action will be taken by the Ethics Department, unless she is contacted by the Inquirer.

The Board has previously agreed that CEO's response was sufficient, and no further action was necessary.

One inquiry involved a request that the Chief Ethics Officer sign a Government Attendee Authorization Form. CEO Burrow expressed concerns about signing the document in its current form.

A Motion was made that CEO Burrow not sign the document in its current form:

MADE: Bob Dawkins
SECONDED: Edward Vaughn
PASSED: Unanimously

ETHICS TRAINING UPDATE

CEO Burrow advised that she has continued Ethics Training at the City of Memphis New Hire Orientation/Onboarding. She has also held trainings for Officers and Managers. Burrow has continued to contact Boards and Commissions for the collection of the Conflict of Interest Policy for Board Members forms.

INFORMATION AND ANNOUNCEMENTS

Regarding Board of Ethics vacancy, CEO Burrow advised that Susan Steffens advised that she would follow-up with the Councilman again, and hopefully the process of appointing someone will be on the way by our next meeting.

Board Member Craig Cardwell informed the Board that there are still issues with the Board of Ethics webpage. Cardwell advises that he had difficulty finding any Board of Ethics Opinions after 2012. CEO Burrow advised that she would research the matter, and report back at the next meeting.

ADJOURNMENT

MOTION TO ADJOURN:

MADE: Edward Vaughn
SECONDED: Bob Dawkins
PASSED: Unanimously

Meeting was adjourned at 2:50 p.m.



Signature of Secretary



Date