#### **Minutes**

## Board of Ethics City of Memphis

Meeting of July 11, 2018

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

### **ROLL CALL**

The following Chairman, Board Members, Chief Ethics Officer and member(s) of the public were present at the meeting (Room L/56):

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

MOTION TO APPROVE MINUTES:

MADE:

**Edward Vaughn** 

SECONDED:

Craig Cardwell

PASSED:

Unanimously

#### **ITEMS FOR DISCUSSION**

- a. Update on potential online Ethics Training
  - i. Changing the voice on the recording to a female voice

The Board had requested that CEO Burrow send Mayor Strickland a copy of the project, so he would know and understand why the Board needs more time to complete the project.

CEO Burrow explained that she did not send the project to Mayor Strickland because (per Burrow's June 14, 2018 e-mail), the Board still has some time to complete the project. The Board was unanimously in agreement with the CEO's decision.

MOTION MADE TO KEEP THE VOICE OF MR. JOEL MARTIN ON THE PROJECT, AND FOR MR. MARTIN TO TAKE THE LEAD "CLEANING UP" THE BACKGROUND NOISE IN THE RECORDING

MADE:

Craig Cardwell

SECONDED:

**Edward Vaughn** 

PASSED:

Unanimously

#### REPORT ON ETHICS COMPLAINTS/INQUIR(IES)

CEO reports that an Ethics Complaint was received on yesterday.

CEO reports that she received four (4) Ethics Inquiries regarding the filing of future complaints.

# **UPDATE ON FINANCIAL DISCLOSURE FORM SUBMISSIONS**

All forms have now been submitted.

#### **ETHICS TRAINING UPDATE**

CEO Burrow advised that she has trained over one hundred (100) City of Memphis officers and employees since last report. Burrow has continued to do Ethics Training at the City of Memphis Onboarding.

## **INFORMATION AND ANNOUNCEMENTS**

Board Member Vacancy and Appointment/Re-Appointment

CEO Burrow sent an e-mail to Susan Steffens on July 3, 2018, and left a follow-up message on today. Burrow is awaiting an update on Board Member Vacancy.

#### **ADJOURNMENT**

Meeting was adjourned at 2:46 p.m.

Signature of Secretary

1 Sugart 2018 Date