Minutes

Board of Ethics
City of Memphis

Meeting of February 7, 2018

The meeting was formally called to order at 2:03 p.m.

ROLL CALL
The following Chairman, Board Members and Chief Ethics Officer were present at the meeting:

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

MOTION TO APPROVE MINUTES: MADE: Craig Cardwell
SECONDED: Cindy Newman
PASSED: Unanimously

ITEMS FOR DISCUSSION

a. Update on potential online Ethics Training
    i. A second meeting is proposed to meet with City IT for clarification of options and answer questions.

REPORT ON ETHICS COMPLAINTS/INQUIR(IES)

There were no new written requests for Opinions or written Complaints since last meeting. There was however, an inquiry made via e-mail. CEO Burrow reported on her follow-up. The subject party declined to request a written opinion.

ETHICS TRAINING UPDATE

CEO Burrow advised that she has continued to do Ethics Training at the City of Memphis Onboarding, every other Monday. She also will be scheduling training for different departments and Boards/Commissions.

INFORMATION AND ANNOUNCEMENTS

The Board of Ethics Proposed Online Ethics project is complete. CEO Burrow met with City Law Clerk at the City Attorney's Office to discuss any possible copyright or Intellectual Property issues with the presentation. Follow-up work is being done.

Update on Financial Disclosure Request. CEO Burrow advised that not all Financial Disclosures have been submitted. The Board directed the CEO to do a follow-up request.

ADJOURNMENT

MOTION TO ADJOURN: **MADE: Craig Cardwell**
SECONDED: Bob Dawkins
PASSED: Unanimously

Meeting was adjourned at 2:33 p.m.

J Burrow
Signature of Secretary

3-7-2018
Date