

Minutes

**Board of Ethics
City of Memphis**

Meeting of October 2, 2019

The meeting was formally called to order at 2:02 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	

Attorney Monika Johnson (Acting Chief Ethics Officer for Formal Complaint 2019- B)

MOTION TO APPROVE MINUTES FROM SEPTEMBER 4, 2019:

MADE:	Craig Cardwell
SECONDED:	Cindy Newman
PASSED:	Unanimously

ITEMS FOR DISCUSSION

***FORMAL ETHICS COMPLAINT 2019-B**

Attorney Monika Johnson advised that she had not received any communication from Complainant Pamela Moses, since Attorney Johnson provided her with the requested information. There was a brief discussion as to whether or not Attorney Johnson had received any new information. Attorney Johnson advised that she has not received any new information.

MOTION TO NOT RECONSIDER COMPLAINT 2019-B:

MADE:	Bob Dawkins
SECONDED:	Joel Martin
PASSED:	Unanimously

***ONLINE ETHICS TRAINING**

CEO Burrow updated the Board on issues surrounding the Online Ethics Training. She further advised that she, working with HR Communications sent out an updated announcement, outlining the alternative methods of compliance.

***POSSIBLE REVISIONS TO THE FORMAL ETHICS COMPLAINT FORM**

Board members reviewed the Formal Complaint Form. Board member Craig Cardwell will complete his suggestions for change, and have them ready for consideration by the Board, before the next meeting.

***TRACKING TOOL FOR ETHICS BOARD ACTIVITY**

Board Member Craig Cardwell will be prepared to show an example of monthly spreadsheets to update the Board on activity.

REPORT ON ETHICS COMPLAINTS/INQUIR(IES)

CEO Burrow reported that there have been no new Ethics Complaints since last report.

There have been several inquiries, regarding the Online Ethics Training since last report. CEO responded to all of the inquiries, usually within 24 hours.

CEO Burrow advised that a written Request for Ethics Opinion should be submitted soon, per the City Employee who contacted her by telephone.

CEO Burrow received an inquiry/question from a City Employee since the last meeting.

MOTION TO REFER THE QUESTION TO THE CITY ATTORNEY'S OFFICE:

MADE:	Bob Dawkins
SECONDED:	Craig Cardwell
PASSED:	Unanimously

ETHICS TRAINING UPDATE

CEO Burrow advised that she trained one hundred fourteen (114) City Employees and Officers since last report.

INFORMATION AND ANNOUNCEMENTS


The next Board of Ethics meeting is scheduled for Wednesday, November 6, 2019 at 2:00 p.m. in Conference Room A of the main library (3030 Poplar Avenue).

ADJOURNMENT

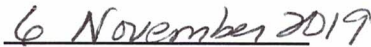
MOTION TO ADJOURN:

MADE: Craig Cardwell
SECONDED: Bob Dawkins
PASSED: Unanimously

Meeting was adjourned at 3:05 p.m.



Signature of Secretary



Date