

Minutes

**Board of Ethics
City of Memphis**

Meeting of August 14, 2019

The meeting was formally called to order at 2:07 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
Craig Cardwell
Bob Dawkins

Chairman Robert A. Lanier
Joel Martin
Edward Vaughn

Attorney Monika Johnson
Mr. Don Hassell

MOTION TO APPROVE MINUTES FROM July 3, 2019:

MADE: Bob Dawkins
SECONDED: Edward Vaughn
PASSED: Unanimously

ITEMS FOR DISCUSSION

FORMAL ETHICS COMPLAINT 2019-C:

Mr. Hassell was allowed to speak and answer questions.

Whether or not the Board of Ethics would reconsider its decision to approve the Chief Ethics Officer's dismissal of the Complaint?

MOTION NOT TO RECONSIDER THE BOARD'S DECISION:

MADE: Craig Cardwell
SECONDED: Bob Dawkins
PASSED: Unanimously

FORMAL ETHICS COMPLAINT 2019-B:

Acting Chief Ethics Officer Attorney Monika Johnson presented her report of written findings to the Board of Ethics, summarized the information and answered questions from the Board members. Attorney Johnson's report included a recommendation for dismissal of the Complaint.

MOTION TO APPROVE ACTING CHIEF ETHICS OFFICER ATTORNEY MONIKA JOHNSON'S DISMISSAL OF THE COMPLAINT:

MADE: Edward Vaughn
SECONDED: Bob Dawkins
PASSED: Unanimously

Acting Chief Ethics Officer Attorney Monika Johnson will send notice to the Complainant that the Complainant may, within 30 calendar days, request in writing that the board reconsider its decision to approve the dismissal.

REPORT ON ETHICS COMPLAINTS/INQUIR(IES)

CEO Burrow reported that there were five (5) Ethics Inquiries since last report. CEO responded to all of them.

ETHICS TRAINING UPDATE

CEO Burrow advised that she trained seventy-four (74) City Employees and Officers since last report.

There have been nearly sixty (60) e-mails regarding the online Ethics Training. CEO Burrow advised that she answered all of them, and had City Communications to send out a City-wide e-mail. . Board members reviewed the report generated by the Ethics Exam software, showing numbers of test-takers.

Since the software issues involve the taking of the test and not the online training itself, Board members agreed to allow City Employees to take the Online Training Portion, and submit a signed Policy Acknowledgment Form as proof of having taken the training. Employees can use either the exam with certificate or the Policy Acknowledgment Form through December 31, 2019. Starting January 1, 2020, the training and quiz will resume, having one department at a time to take the training and quiz.

INFORMATION AND ANNOUNCEMENTS

Board Members had a discussion regarding making revisions to the Formal Ethics Complaint form, to better assist Complainants to know what types of matters should come before the Board of Ethics. Board members recommended that we work on proposed changes between now and the next Board meeting, to have a final draft by then.

ADJOURNMENT

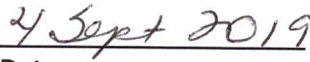
MOTION TO ADJOURN:

MADE: Bob Dawkins
SECONDED: Edward Vaughn
PASSED: Unanimously

Meeting was adjourned at 3:12 p.m.



Signature of Secretary



Date