

CITY OF JACKSONVILLE

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ETHICS COMMISSION

MEETING MINUTES

City Hall, First Floor, Lynwood Roberts Room
Wednesday, August 31, 2022

The meeting was called to order at 4:42 p.m. by Ms. Schmitt. A quorum for the meeting was not established. Attendees: Mary Bland Love, Erich Freiberger, LaTonya Lipscomb Smith (via phone) and Darcy Galnor. Excused Absence: Carlton DeVooght and Linda McCallum. Unexcused Absence: J.J. Dixon. Others in attendance: Kirby Oberdorfer, Director of the Office of Ethics, Compliance and Oversight (OECO); Carla Miller, Senior Ethics Advisor (OECO); Andrea Myers, Program and Training Manager (OECO); Cherry Shaw Pollock, Office of General Counsel (OGC); and Sandy Homrighouse, Executive Assistant (OECO).

Public In Attendance: Jamie Buller

Ms. Schmitt advised that the Ethics Commission would meet in workshop session due to a lack of quorum for the meeting, as only four of the nine Commission members were present and five members were required for a quorum.

Minutes Approval:

May 4, 2022 Ethics Commission minutes: not approved due to quorum for meeting not established

July 25, 2022 Internal Operations Committee minutes: not approved due to quorum for meeting not established

July 27, 2022 Nominating Committee minutes: not approved due to quorum for meeting not established

Staff and Committee Reports:

OECO: Ms. Oberdorfer provided a report regarding the following four categories:

1. Administrative: The Ethics Attorney II vacancy has been posted and eight candidates have tested for the position. The next step will be grading the exams. Ms. Schmitt expressed an

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interest in attending the interviews of the candidates. The Ethics Office also worked on a substantial public records request.

2. Advice: The Ethics Office is working on twelve pending conflicts of interest inquiries and OEEO has provided over five hundred pieces of advice in the fiscal year.
3. Training: OEEO has trained over one thousand people in the last fiscal year. Ms. Miller completed revisions to the elected Officials Manual and invited Ethics Commission members to attend a Global Jax event next Tuesday and Wednesday with an international delegation from Africa.
4. Compliance: All financial disclosure filers are in compliance and the Post-Employment Appeals Committee met last week.

OGC: Ms. Pollock had no report.

Complaints Committee: Ms. Galnor advised that the Complaints Committee has one pending complaint.

Internal Operations Committee: Ms. Love reported at the last Ethics Commission meeting, Ms. Schmitt asked the Internal Operations Committee to establish a standard process for determining extraordinary circumstances to allow remote attendance of members at Ethics Commission meetings. Ms. Love advised that the Internal Operations Committee met regarding proposed changes to the Internal Operating Procedures. Ms. Pollock provided a draft of the changes. Ms. Schmitt asked a question regarding shade meetings. Ms. Oberdorfer suggested this discussion be continued when a quorum is present.

Nominating Committee: Ms. Schmitt advised that the Nominating Committee met, interviewed four applicants, and recommends that the Ethics Commission appoint Jamie Buller for the vacancy on the Ethics Commission. Ms. Schmitt also reminded the Ethics Commission members that the election of officers for next year may be on the agenda for the next meeting. She asked the Commission members to consider whether they want to serve as Chair or Vice Chair of the Ethics Commission for the coming calendar year.

New Business:

Election of New Appointee to Ethics Commission: not discussed due to quorum for meeting not established

Establishing a Standard for Remote Attendance and Participation by Ethics Commission Members at Meetings: not discussed due to quorum for meeting not established

Budget Presentation: Ms. Oberdorfer explained the City budget process and referred to the four-page budget handout with the specific budget numbers. During the budget hearings, Council Member Matt Carlucci talked about the importance of the Ethics Office and asked Ms. Oberdorfer to extend his congratulations to the staff and the Ethics Commission members for the important but unsung work they do. Ms. Oberdorfer announced that Ms. Myers was accepted into Leadership Jacksonville and the Mayor's Budget Review Committee recently approved training expenses for this leadership training.

Ethics Training: Ethics Commission members received training on the Sunshine Law and public meetings, public records and gifts.

Public Comment:

Ms. Schmitt requested public comment. None was given

The meeting was adjourned at 5:54 p.m.

Sandy Homrighouse

10-10-22

Sandy Homrighouse, Executive Assistant, OECO

Date of Approval

This is a summary of the meeting and not a verbatim transcription. A recording of these proceedings is available at <http://www.coj.net/departments/ethics-office/notices,-agendas-minutes> .