

CITY OF JACKSONVILLE

ELLEN SCHMITT
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ETHICS COMMISSION

MEETING MINUTES

City Hall, First Floor, Lynwood Roberts Room
Wednesday, May 4, 2022

The meeting was called to order at 4:33 p.m. by Ms. Schmitt. A quorum for the meeting was established. Attendees: Mary Bland Love, J.J. Dixon, Linda McCallum, Erich Freiburger, LaTonya Lipscomb Smith (via phone) and Darcy Galnor. Excused Absence: Carlton DeVooght. Others in attendance: Kirby Oberdorfer, Director of the Office of Ethics, Compliance and Oversight (OECO); Carla Miller, Senior Ethics Advisor (OECO); Erin Dolan, Ethics Attorney (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: Inspector General Matthew Lascell, John Nooney.

Ms. Smith requested to attend telephonically because she is on medical leave from the birth of her daughter and has not yet been cleared. Ms. Schmitt stated the Ethics Commission needs to determine whether Ms. Smith's inability to attend the meeting in person constitutes extraordinary circumstances and Ms. Oberdorfer referred to the extraordinary circumstances handout. Ms. Smith explained her reason for being unable to attend the meeting in person. Dr. Freiburger made a motion that Ms. Smith's reason to attend telephonically is an extraordinary circumstance. Ms. Galnor seconded the motion. With no further discussion, the vote was 6-0 in favor. Ms. Schmitt asked the Internal Operations Committee to establish a standard process for determining extraordinary circumstances and asked Ms. Love to schedule a meeting of the Internal Operations Committee through the Ethics Office.

Minutes Approval:

November 1, 2021 Ethics Commission minutes: Ms. Galnor made a motion to approve the minutes. Dr. Freiburger seconded the motion. There being no discussion, the motion to approve the minutes passed unanimously with a vote of 7-0.

April 13, 2022 Legislative Committee minutes: Judge McCallum made a motion to approve the minutes. Ms. Galnor seconded the motion. There being no discussion, the motion to approve the minutes passed unanimously with a vote of 7-0.

Office of Ethics, Compliance & Oversight
117 W. Duval Street, Room 225
Jacksonville, FL 32202
Phone: (904) 255-5510 HOTLINE: 630-1015

Staff and Committee Reports:

OECO: Ms. Oberdorfer stated that OECO has been involved in several initiatives including training by Ms. Myers, financial disclosure filing, Ethics Commission initiatives, the Duval County School Board Invitation to Negotiate process, and researching conflict of interest questions by Ms. Dolan. The budget has been submitted for the next fiscal year which has an increase of \$630 for Ms. Dolan's Bar Association dues and to join a professional ethics association. Ms. Oberdorfer recently attended a virtual Ethics and Compliance Initiative (ECI) Conference. Training for City Council members will occur in June. Ms. Miller has been assisting on supplemental projects.

OGC: Ms. Pollock has no report.

Complaints Committee: Ms. Galnor advised that the Complaints Committee has five pending complaints.

Legislative Committee: Judge McCallum advised that the Legislative Committee met and is focusing on two topics: public officials' disclosure of travel and gifts, which Dr. Freiburger is spearheading, and campaign advertising among first responders, which Judge McCallum is leading.

New Business:

Introduction of Inspector General Lascell: Ms. Schmitt introduced new Inspector General Matthew Lascell. Inspector General Lascell gave a summary of his background and the vision for his office. Ms. Oberdorfer stated the Ethics Office will be assisting the IG's Office with their audit of City Council's compliance with Sunshine Laws.

Nominating Committee and Solicitation of Applications: Ms. Schmitt announced there is a vacancy on the Ethics Commission due to the recent resignation of Ms. Boykin at the end of April 2022. Ms. Schmitt thanked Ms. Boykin for her dedicated service to the Ethics Commission. Ms. Boykin held a seat appointed by the Ethics Commission and per Internal Operating Procedures Rule VII, the Ethics Commission needs to determine how to fill this position because Ms. Boykin's position is vacant prior to the end of her term. Rule VII provides for a Nominating Committee to be formed for this purpose and to make a recommendation to the full Ethics Commission. Ms. Schmitt referred to a handout in the packet listing organizations in the past that were provided an announcement of vacancy and application. Ms. Schmitt asked if anyone has any additional groups the announcement should be sent to. Ms. Galnor mentioned that the Perkins Bar email needs to be updated. Ms. Schmitt, Ms. Galnor and Judge McCallum volunteered to serve on the Nominating Committee.

Revised Committee Assignments: Ms. Schmitt revised the committee assignments due to the resignation of Ms. Boykin and the uncertain schedule of Mr. DeVooght to ensure quorum in committees. A handout was provided with the new assignments.

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Filing of Form 1 Limited Financial Disclosure Statement: Ms. Oberdorfer reminded the Commission that the 2021 Form 1 Limited Financial Disclosure Statement needs to be filed with the Supervisor of Elections of their county of residence by July 1st.

Ms. Oberdorfer briefly returned to the topic of the Nominating Committee to discuss the potential timeline for filling the vacancy.

Ethics Commission Annual Report: Ms. Oberdorfer asked the Commission members to review the annual report and let her know of any revisions. The Annual Report is due to City Council by the end of June.

Public Comment:

Ms. Schmitt requested public comment. Mr. Nooney provided public comment.

Announcements and Scheduling of Future Meetings:

The meeting was adjourned at 5:03 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> .