

MINUTES OF ETHICS COMMISSION

DATE: April 28, 2008

Call to order: The Ethics Commission was held in City Hall-St. James Building, Jacksonville, Florida on April 28, 2008. The meeting convened at 4:10 p.m.

Attendees:

Jay Williams, Chair

Gene Filbert, Vice-chair

Kirby Oberdorfer

Bill Wilkens

Pat Sher

Pat Plumlee

Braxton Gilliam

Mary Swart and Mary Alice Phelan were out of town (excused absences)

Carla Miller, Ethics Officer, Christine Lyle, Ethics Coordinator, Jon Phillips, General Counsel's office were also in attendance.

The Chair called the meeting to order. The Pledge of Allegiance was recited. The April 11, 2008 meeting minutes were reviewed and a motion was made by Bill Wilkens to approve the minutes and a 2nd motion by Gene Filbert. The motion carried unanimously.

The Ethics Thought was given by Carla Miller.

The Chair opened discussion on lobbyist registration. The Chair recognized Carla Miller, Ethics Officer and requested an update of the lobbying registration forms. Carla reported 100% compliance. All registered lobbyists have now disclosed their clients.

The Chair asked the Legislative Subcommittee (Kirby, Braxton, Mary Alice, Carla Miller (Ethics Officer) and Jon Phillips, General Counsel) to begin meeting as soon as possible to begin work on legislative issues and an update to the lobbying provisions of the Code. Carla offered that the Ethics Office website, lobbying section, www.coj.net Ethics Department, has Federal, State and other city's links regarding lobbying information and to refer to them if needed. She welcomes citizens to review the website as well. She noted that our lobbyist provisions need to be updated as they are 20 years old and need to be clarified.

The Chair opened the floor for comments. Mr. Tony Bates, President of Concerned Taxpayers of Duval County ("Taxpayers") (<http://www.jaxtaxpayers.com/index.html>), asked to speak and thanked the Commission on behalf of himself and the his organization for taking the steps to pass new legislation to strengthen the ethics rules and to thank the Ethics Officer for being available to answer questions and explain the new laws. The Taxpayers endorse the Ethics Officer position and appreciate the work that Carla has put into that position.

The Chair opened the floor for other discussion. Carla discussed her duties under 602.1102, and stated that the Ethics Code lists her duties in the Ethics Office. There are over 20 duties she is charged with, including monitoring of all elected officials disclosure with the State Ethics Commission. The new Code also requires web disclosure of the gifts given to the City and that is currently being designed and uploaded. Her duties also include training of all directors,

chiefs, managers, mayoral aide, and procurement employee of the Executive Branch of the City—she has done over 30 training sessions in the last 3 months. Carla announced the Department Ethics Officer's ("DEO") quarterly meeting coming up on May 2, 2008 at 1:00 p.m. and invited the Commission to attend. All Departments of the City now have announced their Ethics representatives, including all elected Constitutional officers. The DEO meeting will cover ethics issues and training throughout the city.

The Chair followed with discussion regarding the duties of the Ethics Officer and Commission as to the Hotline. There was discussion regarding the current Hotline procedure and Carla added that there is some information on the Ethics Page regarding the Hotline and that currently she works with Pam Markham, the Inspector General, on issues that come through the hotline. The discussion continued on the need for step by step procedures (due process) that need to be in place and those procedures need to be on-line, transparent and work done on the procedure would include the assistance of the General Counsel's office. A Hotline Subcommittee was formed with Pat Plumlee, Pat Sher, Gene Filbert with the assistance of Jon Phillips and Carla Miller.

The Chair held discussion regarding the compliance duties of the Commission (see duties of the Ethics Commission) and of the Ethics Office, and formed a Compliance Subcommittee of Bill Wilkens and Mary Swart to make sure the requirements are met.

The Chair stated the need for an education subcommittee as well and the chair volunteered to be on that committee.

All Commission members were introduced, including their positions within the Community: (professor Coastal Law School; professor UNF Political Science; attorneys, financial officer and Human Resource Directors.)

The floor was opened to public comments. Tony Bates spoke again regarding the lobbyist form subject line "issues" and asked the Commission to examine the form's contents to make sure there is full compliance with this part of the form.

The Chair opened discussion regarding the Commission's meeting dates for the rest of the year and it was agreed that the 4th Monday of each month would be the meeting unless that Monday was a holiday. In those instances, the meeting will be held on the next day (Tuesday), beginning May 27, 2008.

Carla reminded the Commission of the Sunshine Law and that all subcommittee meetings need to be noticed through Christine Lyle and that no discussions should be held outside of the noticed meeting time.

The meeting was moved to the Mezzanine Floor, Exam room #3 for member training. Carla Miller and Jon Phillips conducted a training session for one hour on ethics and the legal requirements for the Commission. Attached is Jon Phillips' outline (presentation on the Sunshine Law and Public Records) and Carla Miller's powerpoint will be posted online.)

Adjourned 6pm.

Next meeting scheduled: May 27, 2008

Christine Lyle
Christine Lyle
Ethics Commission Coordinator

May 27, 2008
Date of Approval

