

**CITY OF JACKSONVILLE**

KIRBY OBERDORFER  
*Chair*



BRAXTON GILLAM  
*Vice-Chair*

GENE FILBERT  
L. E. HUTTON  
HELEN LUDWIG  
PATRICK PLUMLEE

**ETHICS COMMISSION**

MINUTES  
February 22, 2010  
3:00 p.m.  
Council Chambers,  
City Hall

SCOTT SHINE  
MARY SWART  
RHONDA PEOPLES-  
WATERS

Attendance: Chair; Kirby Oberdorfer, Vice Chair; Braxton Gillam, Gene Filbert, L.E. Hutton, Helen Ludwig, Rhonda Peoples-Waters, Pat Plumlee, Scott Shine and Mary Swart

Also in attendance: Carla Miller, Ethics Officer; Jon Phillips, Office of General Counsel; and Susan Stewart, Ethics Coordinator

The meeting was called to order at 3:11 p.m. followed by the Pledge of Allegiance. A quorum was present. Introductions were made.

The Chair welcomed L.E. Hutton, the newest members.

Carla provided the ethics thought.

The minutes, as amended, for the January 25, 2010 meeting were unanimously approved.

Carla provided an update of the resolution to City Council 50 & 602. A copy of ordinance 2010-172, was provided.

A copy of an article about a meeting between Council President Clark and Council Vice President Webb, about their future disclosure meeting was provided.

Carla provided an update of the ethics office.

New Business:

The chair discussed the committee assignments and items pending in those subcommittee:

Bylaws:

- internal operating procedures need to be finalized
- what standing committees the ethics commission should have from year to year and the incorporate those in to the bylaws and to give a description of the general jurisdiction of those subcommittees

- finalize procedures for handling issues that are raised before the commission

Hotline:

- continue to handle cases that come to the subcommittee

Legislative:

- carry on what has been done in the past few years
- finalizing action of the Charter Revision Commission and subsequent revisions needed to 602

Transparency & open government:

- open government & citizen issues
- Ethics award
- Ethics pledge

The chair asked each committee to meet prior to the next ethics commission meeting to determine if it warrants a recommendation of a long standing committee and what the jurisdiction to help the bylaw subcommittee.

The chair outlined some of process and procedures that come before the ethics commission were discussed, and she will write a letter to General Counsel to seek clarification.

Goals for 2010 were discussed.

Scott discussed the ethics awards and possible procedure for correspondence. He recommended that people being considered part of public notice and contained in the agenda.

Committee Reports:

Legislative Subcommittee: L.E. Hutton stated that Steve Rohan came and provided the status and process of the Charter Revision Commission and the subcommittee will be reaching out to the community and lobbyists to receive input for recommendations for 602.

Bylaws: will establish a standing date for meetings

Hotline: meeting dates and times were discussed and a standardized meeting will be set at a later time.

Transparency & Open Government: The next meeting will be March 15<sup>th</sup> at 3:00 p.m. and at that meeting will discuss a monthly meeting, if needed.

Public comments were provided.

The date and time of the next meeting was set for Monday, March 22, at 5:00 p.m.

There being no further business the meeting adjourned at 4:06 p.m.

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*Susan Stewart*  
Ethics Commission Coordinator

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Date of Approval

This is a summary of the meeting and is not a verbatim transcription. A tape recording of these proceedings is available in the Duval Legislative Delegation Office at City Hall.

DRAFT