

**JACKSONVILLE ETHICS COMMISSION**  
**Annual Compliance Report**  
**2012**

*In accordance with Section 602.903(f), Jacksonville Ordinance Code, this report for 2011 is hereby filed by the Chair of the Ethics Commission for 2011, W. Braxton Gillam, IV.*

**I. 2011 Members**

W. Braxton Gillam, IV (Chair, Mayor appointee); Gene Filbert (School Board appointee); L. E. Hutton (State Attorney appointee); Helen Ludwig (Civil Service Board appointee) and Vice Chair; Kirby Oberdorfer, (Chief Judge appointee), Tatiana Salvador (City Council appointee); James Young (Commission appointee; Joe Jacquot appointed February 2012; Tom Paul (Commission appointee) and Ywana Allen (Commission appointee) were appointed in March 2012; Larry Pritchard (Sheriff's Office) was appointed in May 2012

Carla Miller, Ethics Compliance and Oversight Director and Jason Gabriel, Ethics Counsel (General Counsel's Office) and Susan Stewart, Ethics Coordinator.

**II. Training & Education**

As required by the Code, under Ethics Education (Section 602.1001), officers and employees are informed of their ethical responsibilities at the start of their work with the City at New Employee Orientation. This "New employee ethics orientation" was continued and the Department Ethics Officers provided additional training at the direction of the Ethics Officer and at their own discretion.

ECO Director Carla Miller and Jason Gabriel, General Counsel Ethics Counsel were called upon throughout the year to address some of the City's Boards and officials on various ethics provisions including Jacksonville's Ethics Code, State of Florida ethics procedures, conflicts, gift law, financial disclosure and various other ethics provisions. The annual sunshine training class and ethics training were conducted by the Ethics Office and General Counsel's office in June for all elected officials of the city.

Carla Miller provided training for the Ethics Commission with emphasis on open meetings and preservation of public documents.

**III. Gift Disclosure**

The Ethics Code has required that certain gifts to the city be reported online. A procedure for this was developed by the Ethics Officer to clarify who has to report and details of the reporting requirements, this is posted on the Ethics site at: <http://www.coj.net/Mayor/Gift+Disclosure.htm>

**IV. Financial Disclosure**

All those required, by the State of Florida Ethics Commission, were reminded of their July 1, filing date and questions as to the forms were answered by the ECO Director and Ethics Counsel of General Counsel's office.

**V. Meetings**

A listing of all Ethics Commission meetings, with minutes can be found at: <http://www.coj.net/Departments/Advisory+Boards+and+Commissions/Ethics+Commission/Notices+Agendas+Minutes.htm>

## **VI. Hotline**

Hotline calls continued to be reviewed by the Hotline Sub-committee of the Commission. Cases can be reviewed at: <http://www.coj.net/Departments/Ethics+Office/Hotline+Cases.htm>. Two cases were closed out 2011-01 and 2012-15.

## **VII. General Information**

A Strategic Planning Session was held in July

The Commission began reviewing the potential for on-line lobbyist registration

Various Ethics Commission Members participated with Global Jax in meeting with international visitors

## **VIII. Milestones**

Consolidation of Meeting notices for City of Jacksonville and Independent Agencies

Rules and Procedures were revised and adopted.

Volunteers recruited to assist Ethics Commission in their endeavors

**2012-10** a Resolution, pursuant to section 602.612, Ordinance Code, and Ordinance 2011-197-e, confirming the Jacksonville Ethics Commission's appointment of Carla Miller as the new director of the office of ethics, compliance and oversight (eco) for the City of Jacksonville for a term of three (3) years expiring December 5, 2014

**2012-85** an Ordinance concerning part 6 (office of ethics, compliance and oversight) of chapter 602 (Jacksonville Ethics Code); appropriating \$142,509.00 from office of general counsel / ethics office to fund the Office of Ethics, Compliance and Oversight (ECO); providing for the transfer of subaccounts; transferring temporary hours; providing for the management of the budget of the office of ethics, compliance and oversight; amending part 6 of chapter 602 to amend section 602.611(b)(1) (office of ethics, compliance and oversight; creation) to remove the office of ethics, compliance and oversight from the office of general counsel, and to create a new section 602.624 (reporting of violations by council auditor) (the former section 602.1106) to continue the council auditor's reporting duties; repealing part 11 (ethics officers) of chapter 602; providing that the funding is supplemental to the mayor's efforts to further ethics education, administration, enforcement, and the goals and aspirations of chapter 602; providing an effective date; 2/14/2012

The Commission continued the process of reviewing the texting policies and electronic communications relating to public records and transparency

The Commission appointed Carla Miller as Director of the Ethics, Compliance and Oversight Office

Many citizens spoke throughout the year regarding a variety of issues relating to Ethics. They also supported all of the ethics legislation and attended many City Council meetings.

Respectfully Submitted,  
W. Braxton Gillam, IV  
May 2012