

CITY OF JACKSONVILLE

JAMES YOUNG
CHAIR



L. E. HUTTON
VICE CHAIR

YWANA ALLEN
GEORGE CANDLER
W. BRAXTON GILLAM, IV
CYNTHIA IRVIN

ETHICS COMMISSION
Rules & Planning Subcommittee
Minutes
March 5, 2013
Conference Room 2C
City Hall

JOE JACQUOT
TOM PAUL
LARRY PRITCHARD

The meeting was called to order by Tom Paul, Chair at 12:07 p.m., a quorum was present.

Attendees: George Candler, Joe Jacquot and Tom Paul
Excused: L. E. Hutton

Others in attendance: Carla Miller, Director of the ECO Office; Jason Gabriel, Office of General Counsel; and Susan Stewart, Ethics Coordinator;


The minutes from the October 15, 2012 as amended, were approved.

Members discussed the Priorities Project list to discuss items P2, P3 and P4 and implementation. An annual calendar was discussed.

- Develop an internal annual plan by creating a calendar that will set expectations.
- Hold an annual planning meeting in January to discuss priorities.
- Informal committee reports with action items should be distributed in advance of meetings.
- The Chair and Vice Chair should be appointed in November so that committee assignments can be made prior to January.
- Carla's performance evaluation incorporated into the January meeting – evaluation models were discussed
- 3 questions at each meeting: what is your report, action item and annual goals for the subcommittees
- Subcommittees to review priorities, expectations and timelines

- Dr. Candler will take ownership of P4, P6, P7 and board matrix from the list
- Carla is working on P5 to get a position with the ECO Office and long term priorities.

There being no further business the meeting adjourned at 1.22 p.m.

For 
Susan Stewart, Ethics Coordinator

October 2, 2013
Date of Approval

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