

CITY OF JACKSONVILLE



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**ETHICS COMMISSION**

Minutes  
Hotline Subcommittee  
May 24, 2013  
12:00 p.m.  
Conference room 2C – City Hall

The meeting was called to order by L. E. Hutton, Chair, at 12:07 p.m., a quorum was present.

Attendees: L. E. Hutton, Tom Paul Excused: Ywana Allen

Others in attendance: Jason Gabriel, Office of General Counsel; Carla Miller, ECO Office; Ed Suggs (ECA for Kimberly Daniels); Cami Haynes, (JTA Ethics Officer); Conrad Markle (citizen)

A motion was made to approve minutes of both meetings of July 30, 2012 passed by both Tom and Lee.

The Chair called on Ms. Miller to discuss "Procedures and master checklist" the Chair wants to simplify procedures, especially at the front end on intake of cases. Members discussed the checklist/flowchart which can be accomplished after the simplification process.

Ms. Haynes, discussed the Jacksonville Transportation Authority (JTA) ethics program and that she has been with JTA about 2 weeks, discussed her goals.

Members discussed the Whistleblower legislation, which will be sent to all on the Commission for review prior to the next meeting so the concept can be reviewed.

The Subcommittee discussed the importance of outreach and education – Mr. Paul stated that health of organization depends on this type of success.

Subcommittee goals were discussed and Mr. Paul will incorporate them into the master plan for the Commission.

Public Comments were received from Conrad Markel, his written form is attached.

The Subcommittee agreed to meet in July.

There being no further business, the meeting adjourned at 1:10 p.m.

for Susan Stewart Allan Child  
Susan Stewart, Ethics Coordinator

01/13/2014  
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.