

**MINUTES OF THE MEETING
CITY OF SAN DIEGO ETHICS COMMISSION**

**April 11, 2002
5:30 p.m.
City Administration Building
Council Committee Room
202 C Street, 12th Floor**

Agenda Item No. 1 - Call to Order. (Time: 5:33:43 p.m.)

The meeting was called to order by Chairperson Leonard at 5:33 p.m.

Agenda Item No. 2 - Attendance. (Time: 5:33:56 p.m.)

Present:

Commissioners: Chair, Dorothy Leonard; Vice-Chair Albert Gaynor;
Commissioners Lisa Foster, Charles La Bella, April Riel, Dorothy Smith,
Gregory Vega.

Staff Present: Executive Director, Charles Walker, Deputy City Attorney Rick
Duvernay, Legal Assistant, Stephen Ross, Executive Secretary
DonnaLee Brinkerhoff

Speakers: Mel Shapiro

Absent/Excused: None.

Executive Director Walker introduced Stacey Fulhorst, arriving from the City
Attorney's Office as our Ethics Commission Investigator.

Agenda Item No. 3 - Approval of Commission Minutes. (Time: 5:34:49 p.m.)

MOTION TO APPROVE COMMISSION MINUTES OF MARCH 14, 2002.
Moved/Seconded: Smith/Riel. Passed unanimously.

Agenda Item No. 4 - Non-Agenda Comment. (Time: 5:35:21 p.m.)

None.

Agenda Item No. 5 - Commissioner Comment.

(Time: 5:35:32 p.m.)

Chairperson Leonard reported that at the Closed Session of March 14, 2002, the Commission authorized a formal investigation on a matter that had been referred to the Commission.

Chairperson Leonard reported that at the Closed Session of April 11, 2002, information was presented to the Commission with no action taken.

Commissioner La Bella talked about the April 16, 2002 City Council meeting at which time the Ethics Ordinance will be on the docket. He stressed the importance of all Commissioners being present to show the Commission's solidarity for the proposed ordinance.

Agenda Item No. 6 - Executive Director Comment.

(Time: 6:01:21 p.m.)

Mr. Walker reported on the following:

1. Recognized Rich Snapper from Personnel Department and Lourdes Silva from Metropolitan Wastewater Department [MWWD] who sat on the interview panel for the hiring of the Investigator position.
2. Update on the office remodel.
3. Complaints received regarding the signage that goes along with campaigns, particularly the March 5th campaign.
4. On April 19, 2002, he will attend a conference in Oakland hosted by the Fair Political Practice Commission.
5. A meeting is scheduled for April 24, 2002, at the City Clerk's Office to discuss the Biannual Conflict of Interest Code.
6. On April 25, 2002, he and Commissioner Foster will be addressing the County Bar Association.

Agenda Item No. 7 - Commission Discussion of Education, Training, and Awareness Program for individuals falling under the jurisdiction of the City of San Diego Ethics Commission.
(Time: 6:23:23 p.m.)

Mr. Walker reported on and the Commissioners discussed the following:

Informational Brochure. A draft informational brochure was distributed for comment. Mr. Walker acknowledged the Print Shop employees who came up with an Ethics Commission logo.

Consultant for the Education Program. OEP will generate notification via e-mail to all the universities in San Diego which would include SDSU, UCSD, USD, National University, Alliant University, Chapman, and Point Loma Nazarene University. In addition, a notice will be sent to the Josephson Institution in Los Angeles, an ethics think tank that will probably come up with fifteen names of potential consultants. OEP will give the consultants a two-week period to respond to this e-mail. OEP will review the responses and recommend the three most competitive and qualified individuals. The Ad Hoc Education Subcommittee will determine how many to interview. This e-mail notice will go out on April 15, 2002.

On-line education program. A Project Concept was submitted to IT&C to develop a web enabled application providing internet on-line ethics training and certification of individuals within the jurisdiction of the Ethics Commission. The project was approved by the Business Review Case Committee and forwarded to the governance committee. The next step will be an RFP to go to vendors to determine cost.

Agenda Item No. 8 - Report from Ad Hoc Audit Subcommittee. (Time: 6:06:08 p.m.)

Commissioner Vega reported that the Ad Hoc Audit Subcommittee met with representatives of the Auditor's Office. Auditor personnel indicated that within two weeks they will initiate the development of procedures that the Commission can follow for the auditing of campaign disclosure forms (Form 460, Form 700, and Forms 1645, 1464).

Ms. Riel clarified that the Ad Hoc Audit Subcommittee asked Auditor's staff to develop the audit procedures, and that there is a whole audit process that must be developed and approved by the Commission. The Audit procedures must be approved by the City Council.

Speaker: Mr. Shapiro asked several questions regarding the audit process and procedures.

Agenda Item No. 9 - Ethics Ordinance.

(Time: 5:39:33 p.m.)

Deputy City Attorney Duvernay commented on the upcoming April 16, 2002 City Council meeting.

Executive Director Walker stated that he has the tape recording and video of the March 14, 2002 proceeding available for review.

Agenda Item No. 10 - Adjournment.

(Time: 6:42:18 p.m.)

The meeting was adjourned by Chairperson Leonard at 6:42 p.m.

Dorothy Leonard, Chairperson
Ethics Commission

DonnaLee Brinkerhoff, Executive Secretary
Ethics Commission

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UPON REQUEST.***