



**Minutes for Meeting of
Thursday, August 28, 2003**

Item-1: Call to Order.

Chairwoman Dorothy Smith called the meeting to order at 5:05 p.m.

Item-2: Roll Call.

Present – Chairwoman Dorothy Smith, Commissioners Charles H. Dick, Jr., Dorothy Leonard, April Riel, Karen Thomas-Stefano, and Gregory Vega.

Staff – Executive Director Charles Walker, Deputy City Attorney Rick Duvernay, Legal Assistant Steve Ross, Investigator Stacey Fulhorst, Executive Secretary Janet MacFarlane.

Item-3: Approval of Commission Minutes.

APPROVAL OF COMMISSION MINUTES OF THE MEETING OF JUNE 12, 2003.

Chairwoman Smith explained that because a majority of commissioners present at the June 12, 2003, Ethics Commission meeting was not possible, the minutes could not be approved.

Motion/Second: Leonard/Thomas-Stefano to note and file minutes

Vote: Unanimous approval

APPROVAL OF COMMISSION MINUTES OF THE MEETING OF JULY 24, 2003.

Motion/Second: Dick/Leonard

Vote: Unanimous

Abstention: Vega

Item-4: Non-Agenda Public Comment.

None.

Item-5: Commissioner Comment.

REPORTING RESULTS OF JULY 24, 2003, CLOSED SESSION.

Chairwoman Smith reported that at its meeting of July 24, 2003, the Commission voted unanimously, with Commissioner Vega excused, to dismiss Case No. 2003-11. Two additional items scheduled for Closed Session were removed from the agenda.

ACKNOWLEDGEMENTS

Chairwoman Smith acknowledged and thanked Commissioner Leonard for her outstanding work as Chairwoman of the Ethics Commission since its inception. She reported that Ms. Leonard agreed to continue to act as the Commission's liaison to the Mayor's Office.

LOBBYING SUBCOMMITTEE

In response to a question by Commissioner Stefano, Chairwoman Smith indicated she would be the third member on the Lobbying Subcommittee.

Item-6: Executive Director Comment.

Executive Director Charles Walker reported on the following.

1. Changes to the Audit Procedures Manual had been placed on the City Council's Docket of September 2, 2003, as a consent item.
2. The training videos produced for members of Boards and Commissions had been distributed, and the Certificates of Ethics Training are being returned to the Ethics Commission office. Additionally, a separate training video for unclassified city employees and elected officials was being prepared and would be available within the next several weeks.

Item-7: Deputy City Attorney Comment.

None.

Item 8: Ad-Hoc ECCO Subcommittee.

Chairwoman Smith reported that with the resignation of Chuck La Bella, a third member of the subcommittee needed to be appointed. Chairwoman Smith appointed Dorothy Leonard to fill this vacancy.

Item 11: Adjournment.

Chairwoman Dorothy Smith adjourned the meeting to Closed Session at 5:15 p.m.

Dorothy L. Smith, Chairwoman
Ethics Commission

Janet MacFarlane, Executive Secretary
Ethics Commission

THIS INFORMATION WILL BE MADE AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.