

BOARD OF ETHICS
Open Session Minutes
October 12, 2005 - 3:14 p.m.
740 North Sedgwick, Suite 500

Board Members Present

Darryl L. DePriest, Chair
Michael F. Quirk
Mary Beth S. Robinson
Miguel A. Ruiz

Robert S. Grodnicki (absent)

Staff Present

Dorothy J. Eng, Executive Director
Steven I. Berlin, Deputy Director
Michael Haggerty, Deputy Director
Richard J. Superfine, Legal Counsel
Briana Milton, Attorney-Investigator
Pully Casillas, Staff Assistant

I. Approval of Minutes

The Board VOTED 4-0 (Robert S. Grodnicki absent) to approve the open session minutes of the September 14, 2005 meeting.

II. Chair's Report

None.

III. Executive Director's Report

A. Education

Since the last Board meeting, staff has conducted 2 regularly scheduled classes for persons required to attend by law. On September 21, 21 attended, and on October 5, 20 attended.

The quadrennial mandatory training deadline is approaching. Twenty-four classes are scheduled between October 18, 2005 and February 23, 2006 for approximately 600 employees and officials required to attend ethics training by the end of February 2006. The classes average 25 people each. The schedule is posted on the Board's website. Notices to attend classes through the second week of November have been mailed; other notices will be mailed weekly. Additional classes for personnel in the Mayor's Office, 37 Aldermen and 28 Department Heads will be held separately, on dates to be determined.

In conjunction with this Board, staff is redrafting all educational brochures and training materials. On September 29, 2005, also at the request of the Mayor's Office of Protocol, staff made a 60-minute presentation to a delegation of 23 representatives from 13 different Latin American countries.

At the request of the Corporation Counsel, Board staff will provide ethics training to approximately 225 attorneys in the Law Department. Six training sessions will be conducted in late November and early December, on dates to be determined.

Board staff continues to work with the Mayor's staff in the development of an all employee training program.

B. Statements of Financial Interests

Of the 278 employees to whom Statements of Financial Interests were sent in September, 80% have filed their forms. These employees became subject to the Ordinance's filing requirement after the initial mailing was sent in March 2005. All of these filers were notified that they must file their forms by October 21, 2005.

Board staff is assisting the Mayor's Office in exploring the possibility of implementing on-line filing of Statements of Financial Interests by employees and officials of the City.

C. Budget

I have been advised that the Budget Office has approved two new positions to Board staff. A training director and an assistant to the director. The positions will pay approximately \$50,000 a year. The primary responsibility of new staff will be to administer the annual all employee training program.

D. Lobbyist Registration

There are currently 624 lobbyists registered with the City. Since the last meeting 4 lobbyists terminated their registration. To date, \$124,800 in lobbyist registration fees has been deposited. All fees collected have been deposited.

The proposed electronic lobbyist filing project is approximately 35% completed. The target date for completion is the middle of November 2005. This program will allow electronic filing for the 2006 registration year.

E. Illinois Freedom of Information Act

There have been numerous requests of documents since the last meeting. Those requests and the Board's responses are identified as follows:

1. One request for all lobbyist filings for one lobbyist for year 2005; all available records were reviewed, copied, and produced..

2. One request for all lobbyist filings for one lobbyist for years 2002 - 2005; all available records were reviewed and produced..
3. One request for all materials turned over to a former employee or that person's attorney; no materials were available.
4. One request for all aldermanic recusals; all available records produced and reviewed.
5. One request for nine different employees' Statements of Financial Interests, for years 2004 and 2005; all available records were produced and reviewed.
6. Two requests for all lobbyist filings for 1998; these records were made available and not yet reviewed.
7. One request for one employee's Statements of Financial Interests, for years 1998, 2000 through 2005; all available records were produced and copied.
8. One request for one employee's Statements of Financial Interests, for years 2004 through 2005; all available records were produced and copied.
9. One request for all requests to examine Statements of Financial Interests for 1998; these records were made available and not yet reviewed.
10. One request for all requests to examine Lobbyist Filings for 1998; these records were made available and not yet reviewed.
11. One request for all Statements of Financial Interests for 1998; request denied subject to request being narrowed under the Act.
12. One request for all email, telephone and walk-in logs, for 1998; request denied under various provisions of the Act.

F. Performance Matrix

A new management tool known as the "Performance Matrix" which identifies tasks, accomplishments, goals, etc. of the agency and is required on a monthly basis by the Mayor's Office was made available to Board members.

G. Annual Report

Draft copies of the annual report were given to Board members. October 21, was set as the deadline for comments and changes needed.

IV. Old Business

None.

V. New Business

None.

The Board VOTED 4-0 (Robert S. Grodnicki absent) to adjourn into Executive Session at 3:23 p.m. to review matters concerning the conduct of employees and officials of the City that could result in their discipline or dismissal, to review questions concerning matters of professional ethics and performance, to review matters in which litigation is ongoing, and/or to review matters in which the Board finds that litigation against or affecting the Board is probable or imminent.