

BOARD OF ETHICS
Open Session Minutes
January 11, 2006 - 3:12 p.m.
740 North Sedgwick, Suite 500

Board Members Present

Darryl L. DePriest, Chair
Robert S. Grodnicki
Michael F. Quirk
Mary Beth S. Robinson

Miguel A. Ruiz (absent)

Staff Present

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

I. Approval of Minutes

The Board VOTED 4-0 (Miguel A. Ruiz absent) to approve the Open Session minutes of the December 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 January 4 and 11. A total of 54 employees attended.

Other mandatory classes are scheduled for January 17, 18, 24, 31 and February 1 and 7. A total of 200 employees are scheduled to attend.

Staff has also scheduled a total of 7 classes for the approximately 18 persons in the Mayor's office, 38 aldermen and 25 department heads who are required to attend quadrennial ethics training by February 28. These classes will be held on January 24, 25, 26, and February 2.

At the request of the Corporation Counsel, staff has made a 90-minute presentation to 45 attorneys in the Law Department. There is only 1 remaining session, to be held in January, and 35 persons are scheduled to attend.

The newly passed ordinance, requiring all employee annual ethics training goes into effect on February 10, 2006. The on-line training written by Board staff has yet to be completed by the vendor who is working for Business Information Services to produce

a secure program that will allow access by employees, track their compliance and print periodic reports for monitoring purposes.

At the request of the Chief Administrative Officer, staff will make a presentation to approximately 25 employees of the City Council's Finance (and other City Council Committees) required to attend quadrennial ethics training. The class will be held on January 19.

Ethics training and accountability forums, included in an initiative sponsored by the Mayor's Office, have been scheduled in several City agencies. Speakers and presenters at these training sessions will include the Department Head, the Chief of Staff, Corporation Counsel, the City's Inspector General and the Executive Director Board of Ethics. Their purpose is to disseminate knowledge of what is lawful and ethical conduct with the hope that these sessions will promote a culture of integrity in City government.

On January 12 and 13 forums will be held at the Police headquarters for approximately 400 Streets & Sanitation senior and mid-management employees.

Other currently scheduled forums include January 18, Department of Transportation at the police headquarters; January 25, Department of Buildings at the Cultural Center; February 9, Department of Aviation at O'Hare; and February 15, Department of General Services at North & Throop.

The number of employees attending has not yet been disclosed. Departments to be scheduled include Water, Procurement, Revenue, Construction and Permits, and Business Affairs.

B. Statements of Financial Interests

Staff is making arrangements to print and distribute the 2006 Statements of Financial Interests forms. It is anticipated that 10,000 employees and officials will be required to file.

A Notice of Filing a Statement of Financial Interests by certified mail will go out to 13 employees who became subject to the filing requirement since May 31, but have not yet done so.

C. Lobbyist Registration

There are currently 18 lobbyists that have registered with the City. Since the last meeting, 10 lobbyists terminated their registration. To date, \$3,600 in lobbyist registration fees has been collected; no monies have been deposited.

The computer development team, designated by the City's Information Services Department, did not complete the electronic lobbyist filing program, so for this registration period this agency will be utilizing the hard copy system used in years past. We are hopeful that the on-line system will be available for use during our July 2006 filing period.

D. Illinois Freedom of Information Act

Since last meeting the following requests for review documents were received:

1. One request for an Alderman's oath of office; the requestor was advised that the records requested were not available.
2. One request for one employee's Statement of Financial Interests, for years 1998 through 2005; all available records were produced and copied.
3. One request for the Statement of Financial Interests for eighteen (18) employees, for years 1998 through 2005, and for two employees for year 1998 and 1999.
4. The person seeking these documents made a request for a fee waiver for reproduction cost. It was denied. Requestor wants certification of records which we have agreed to provide; staff awaits direction from requestor on whether he wishes us to proceed with production because we have demanded payment before copying documents.

IV. Old Business

None.

V. New Business

None.

The Board VOTED 4-0 (Miguel A. Ruiz absent) to adjourn into Executive Session at 3:20 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.