

BOARD OF ETHICS  
**Open Session Minutes**  
December 20, 2006 - 3:12 p.m.  
740 North Sedgwick, Suite 500

**Board Members Present**

Darryl L. DePriest, Chair  
Mary Beth S. Robinson  
Miguel A. Ruiz  
John L. Wihelm, M.D.  
  
Michael F. Quirk (Absent)

**Staff Present**

Steven I. Berlin, Acting Executive Director  
Michael Haggerty, Deputy Director  
Richard J. Superfine, Legal Counsel  
Briana Billingslea, Attorney-Investigator  
Edward Primer, Program Director  
Pully Casillas, Staff Assistant

**I. Approval of Minutes**

The Board VOTED 4-0 (Michael F. Quirk, Absent) to approve the Open Session minutes of the October 18, 2006 meeting. Due to a lack of a quorum, there was no meeting in November 2006.

**II. Chair's Report**

None.

**III. Acting Executive Director's Report**

**A. Annual Report of the Board of Ethics**

Staff has sent the Board the Annual Report, and received comments from several Board members. It was noted that the Board has approved the Report, and it will be sent to Graphics for reproduction, and published on the Board's website later this week. The Mayor, City Council members, Department Heads and Senior Mayoral Staff will receive a memo later this week giving them the web address, and then will receive hard copies when ready.

**B. Education**

Since the last Board meeting, there have been 4 regularly scheduled classes held for persons required to attend ethics training. On November 1, 14 attended; on November 15, 14 attended; on December 6, 9 attended; and on December 20, 11 attended. There are currently 31 scheduled for January 10, and 7 scheduled for January 24 (all aldermen).

On December 4, staff made a 90 minute presentation to 47 investigators from the Inspector Generals' office, at the request of the Inspector General.

On December 14, staff made a 45 minute presentation to 119 contractors of the O'Hare Modernization Program, at the request of the Executive Director of that office.

Mandatory Annual Ethics Education

As of today at 2:00 p.m., there is a total of 36,830 employees trained (out of 38,269 scheduled). This is, overall, 96% of all employees and elected officials scheduled to complete annual ethics training by year's end.

On November 22, letters were sent to training administrators and department heads of each of the departments that are not yet 100% compliant, with lists of their employees who have yet to complete their training. On December 12, a list of departments with outstanding employees left to complete the training was sent to the Mayor's Office. Staff is working closely with these departments to ensure that all of their employees complete the training by year's end.

Staff held 9 sessions here in our offices for approximately 35 employees, who completed the training via video. These sessions were held on December 4, 11 and 18-3 each day. Staff will again hold 2 sessions next week. Emails were sent Monday to each department and training administrator informing them of these sessions and how to register their employees for them.

**C. Document Retention/Destruction**

Pursuant to the authority granted to the Board by the Illinois Local Records Commission, Board staff, on December 1 through 3, 2006, destroyed the following documents, all filed with or prepared by the Board in 1999: all lobbying filings and FOIA requests for them; all FIS filings and FOIA requests for them; and all telephone logs.

**D. Statements of Financial Interests**

Through today, there remain 53 employees and 2 appointed officials who, despite having been found in violation of the Ordinance by the Board in September, have failed to file their 2006 Statements of Financial Interests by May 31, as required by law. There will be more discussion of these matters in closed session. To date, the Board has collected \$23,460 in late filing fees.

**E. Lobbyists**

There are currently 525 lobbyists that have registered with the City. Since the last meeting 1 lobbyist terminated his/her registration. To date, \$114,400.00 in lobbyist registration fees have been deposited with the Department of Revenue.

Staff continues to work with BIS in completing an online registration program. However, this agency has been stalled in its work, and awaits BIS notice for staff to move into "Phase II" of the project.

**F. Illinois Freedom of Information Act**

Since the last meeting, the office received 10 separate requests for a total of 77 lobbyist forms and 76 Statements of Financial Interests. 67 documents were produced in response.

1. This request was for SEVEN forms. It was a request for 3 lobbyists' filings for 2005-2006. All records were available, produced and copied.
2. This request was for SEVEN forms. It was a request for 3 lobbyists' filings for 2005-2006. All records were available, produced and copied.
3. This request was for THIRTY forms. It was a request for 2 lobbyists' filings for 2002-2006. Six records (2005-2006) were available and produced but none were copied.
4. This request was for SIX forms. It was a request for 1 lobbyist's filings for 2005-2006. All records were available, produced and copied.
5. This request was for NINE forms. It was a request for one employee's Statements of Financial Interests for 2004-2006; no records were available.
6. This request was for TWELVE forms. It was a request for one employee's Statements of Financial Interests for 2003-2006; no records were available.
7. This request was for EIGHT forms and ordinance material. It was a request for one employee's Statements of Financial Interests for 1999-2006 and filing information on this document; all records and ordinance material were available, copied and delivered.
8. This request was for TWENTY-SEVEN forms. It was a request for 3 lobbyists' filings for 2004-2006. All records were available, produced but none were copied.
9. This request was for EIGHT forms. It was a request for one employee's Statements of Financial Interests for 1999-2006; all records were available, copied and delivered.
10. This request was for FORTY TWO forms. It was a request for six employees/officials' Statements of Financial Interests for 2000-2006; no records were available.

#### **IV. Old Business**

None.

#### **V. New Business**

##### **G. Employee Compensation Level for Requirement to File Statement of Financial Interest in 2007**

Pursuant to the established formula as stated in the Governmental Ethics Ordinance, staff presented the Board with the amount of \$72,250 as the 2007 compensation level that would require a City employee to file a Statement of Financial Interests with the Board. The Board VOTED 4-0 (Michael F. Quirk absent) to approve this amount.

**H. Semi-Annual Review of the Confidentiality of Executive Session Minutes Under the Illinois Open Meetings Act**

It was announced that during the executive session, Board members would conduct the semi-annual review of Board executive session minutes as required by the Illinois Open Meeting Act, and would reconvene in open session to confirm the Board's determination.

**I. Public Notice of 2007 Board of Ethics Meeting Schedule**

The Board VOTED 4-0 (Michael F. Quirk absent) that the Board of Ethics meeting dates for year 2007 are as follows:

January 17, Wednesday	July 18, Wednesday
February 14, Wednesday	August 15, Wednesday
March 14, Wednesday	September 12, Wednesday
April 18, Wednesday	October 17, Wednesday
May 16, Wednesday	November 14, Wednesday
June 13, Wednesday	December 12, Wednesday

All meetings will be held at 3:00 p.m. at the Board of Ethics, 740 North Sedgwick, Suite 500, Chicago, Illinois 60610.

The Board VOTED 4-0 (Michael F. Quirk, Absent) to adjourn into Executive Session at 3:30 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.

**VI. New Business (Reconvened)**

**J. Semi-annual Review of the Confidentiality of Executive Session Minutes under the Illinois Open Minutes Act.**

At 5:10 p.m. the Board reconvened in open session to confirm its vote in Executive Session on the confidentiality of the Executive Session Minutes. The Board VOTED 4-0 (Michael F. Quirk, Absent) to confirm that the Executive Session Minutes of the Board from August 1987 to December 2006 remain confidential, on the ground that the need for confidentiality still exists as to those minutes, with the exception of those that have already been made publicly available by vote of the Board.