

BOARD OF ETHICS
Open Session Minutes
August 15, 2007 - 3:02 p.m.
740 North Sedgwick, Suite 500

Board Members Present

Michael F. Quirk
Miguel A. Ruiz
Mary Beth S. Robinson
Thomas McCarthy

John L. Wilhelm, M.D., 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
Pauilly Casillas, Staff Assistant

Upon the Board members being seated (John L. Wilhelm. absent), staff reminded the Board that the meeting must be chaired; that the Mayor had not appointed a chair; the members had not elected a vice-chair and might want to wait until the Mayor acted; and advised them that, under Board rules, Board members had the authority to elect a Chair *pro tem*; and recommended that the members elect a Chair *pro tem*. The Board then elected Michael F. Quirk as Chair *pro tem* for the August meeting.

The Chair *pro tem* recognized and welcomed Thomas McCarthy as a new Board member.

I. Approval of Minutes

The Board VOTED 4-0 (John L. Wilhelm, absent) to approve the Open Session minutes of the July 19, 2007 meeting.

II. Chair's Report

None.

III. Acting Executive Director's Report

A. Education-Classes

Since the last Board meeting, there have been 2 regularly scheduled classes for persons required to attend ethics training. On August 1, 21 attended, and on August 15, 33 attended.

There are currently 35 persons scheduled for September 5, and 26 for September 19.

On July 20, staff conducted a 60 minute class for 4 aldermen whose quadrennial mandatory ethics training deadline is in September 2007.

On July 23, the Acting Executive Director participated in a panel discussion on ethics in government at the invitation of the President of the Chicago Chapter of the National Forum for Black Public Administrators, at Roosevelt University. Approximately 30 persons attended.

On August 8, at the request of the Mayor's Office of Protocol, staff gave a 45 minute presentation to a visiting delegation of officials from Angola, Mozambique, and Cape Verde.

B. Mandatory Annual Ethics Education

As of today at 2 pm, approximately 26,000 employees and 6 aldermen—approximately 70% of the City's workforce—have completed the 2007 on-line ethics training program. 20 departments have reached 100%; 20 more are in process, and 6 haven't started their training yet.

C. Statements of Financial Interests

Through today, there remain 30 employees and 1 appointed official 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.

As of today at 2:30 p.m., there remain 102 employees and 11 appointed officials who have failed to file their 2007 forms as required by Ordinance. They will be the subject of further action in Executive Session.

To date, staff has collected \$15,300 in late filing fees for 2007.

Staff continues to work with each department's ethics liaison to achieve 100% compliance with this requirement.

D. Lobbyist Registration

There are currently 552 lobbyists registered with the City for 2007. Since the last meeting 13 lobbyists terminated their registrations. To date, \$121,400.00 in lobbyist registration fees have been collected and/or deposited with the Department of Revenue.

As required by Ordinance, on August 3 staff sent certified mail notices of the July 20 deadline to those 49 lobbyists who had not filed their semi-annual activity reports. As of today, all but 4 lobbyists have filed their reports.

E. Illinois Freedom of Information Act

Since the last regularly scheduled Board meeting, the office has received no requests for publicly available documents.

F. Budget

Staff submitted the agency's 2008 budget request on August 9. The request includes no personnel changes, but the agency has requested a modest (\$5,200) increase in several non-personnel accounts: to purchase desktop publishing software (to redesign FIS forms, produce new educational materials, etc.), network the Xerox machine, purchase equipment that will allow staff to produce training DVD's in-house, and cover costs associated with the City's hosting of the 2008 COGEL conference. This brings the total request to \$871,200, including two vacancies. The budget request is available for your review.

IV. Old Business

None.

V. New Business

Matters were addressed at the beginning of this meeting.

The Board VOTED 4-0 (John L. Wilhelm, absent) to adjourn into Executive Session at 3:14 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.