

BOARD OF ETHICS  
**Open Session Minutes**  
February 14, 2008 - 3:10 p.m.  
740 North Sedgwick, Suite 500

**Board Members Present**

Alison C. Chisolm  
Thomas McCarthy  
Michael F. Quirk  
John L. Wilhelm, M.D.

Miguel A. Ruiz , Chair, Absent  
Mary Beth S. Robinson, Absent

**Staff Present**

Steven I. Berlin, Acting Executive Director  
Richard J. Superfine, Legal Counsel  
Edward Primer, Program Director  
Pully Casillas, Staff Assistant

After a quorum of Board members (Mary Beth Robinson and Miguel Ruiz, absent) assembled, the members present elected Michael F. Quirk to act as Chair *Pro Tem* for the February meeting of the Board of Ethics.

**I. Approval of Minutes**

The Board VOTED 4-0 ( Miguel A. Ruiz and Mary Beth S. Robinson, absent) to approve the Open Session minutes of the January 16, 2007 meeting.

**II. Chair's Report**

None.

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

**A. Staff Vacancy**

The first round of interviews for the Attorney-Investigator position were conducted last week. Staff interviewed 12 candidates. Next week, staff will ask 5 candidates back for further interviews before extending an offer.

**B. Education-Classes**

Since the last Board meeting, staff has conducted 2 regularly scheduled classes for persons required to attend ethics training. On January 24, 11 attended, and February 7, 27 attended. There are currently 19 scheduled for February 21, and 29 for March 6.

On February 4, staff made a 50 minute presentation to a group of government integrity officials from Russia. The presentation was made at the request of the Mayor's Office.

**C. Mandatory Annual Ethics Education**

The all-new 2008 on-line training program for full-time employees was “activated” yesterday. Staff is in the process of collecting training plans from each City department setting the time frame for them to ensure that all their active employees are trained.

**D. Statements of Financial Interests**

I am pleased to report that all employees required to file 2006 and 2007 Statements of Financial Interests have now filed, and the Board has received reports of discipline as to all of them. However, the departmental reports regarding discipline imposed on 6 employees were sent to Board staff after the agenda was sent to the Board. Thus, these 6 remaining cases to close will be presented at the next Board meeting.

There will be more on this in closed session.

The 2008 Statements of Financial Interest are being printed this week. There are 12,579 employees and 550 appointed officials required to file this year. This represents a total decrease of 10.8% of the total number of filers from 2007. To save on postage costs, the agency will distribute as many forms as possible through the various departments. As required by law, forms will be distributed or mailed on or before March 1.

**E. Lobbyist Registration**

There are currently **453** lobbyists that have registered with the City for this year. Staff estimates that there remain about 88 lobbyists whose registrations are still incomplete. 60 lobbyists have also filed termination notices. To date, approximately **\$86,000.00** in lobbyist registration fees have been deposited with the Department of Revenue. Staff will have a revised lobbyist list posted on its website as soon as possible.

On February 5, as required by law, staff sent 76 lobbyists notices of the January 20 filing deadline by certified mail. In addition, staff sent this notice by email to all lobbyists, about 70, who provided email in their filings. Finally, 13 notices were sent first-class to lobbyists who provided no email address and who had a P.O. Box address.

**F. Illinois Freedom of Information Act**

Since the last regularly scheduled Board meeting, the office has received four requests under the Freedom of Information Act, namely, for three employees’ Statements of Financial Interests, and one for a redacted advisory opinion. This resulted in the copying and production of EIGHTEEN records.

1. This request was for SEVEN forms. It was a request for one employee’s Statements of Financial Interests from 2001-2007. All records were available, copied and produced.

2. This request was for THREE forms. It was a request for one employee's Statements of Financial Interests from 2001-2003. All records were available, copied and produced.

3. This request was for SEVEN forms. It was a request for one employee's Statements of Financial Interests from 2001-2007. All records were available, copied and produced.

4. This request was for ONE form. It was a request for a redacted case. The record was available, copied and produced.

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

None.

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

None.

The Board VOTED 4-0 ( Miguel A. Ruiz and Mary Beth Robinson, absent) to adjourn into Executive Session at 3:17 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.