

**ETHICS BOARD MEETING
MINUTES OF THE PUBLIC SESSION**

The Ethics Board (“Board”) met on Wednesday, March 12, 2025 at 2:30 pm by conference call via Microsoft Teams.

Call to Order & Statement Concerning the Recording of the Public Session: Chair Fogleman called the Board meeting to order at 2:39 pm with four Board members, a quorum, present. No members were absent.

Chair Fogleman read the following statement:

All participants in the Public Session of the Board meeting acknowledge and consent to the video and audio recording of the Public Session and the publication of the recording on the Board’s website and social media accounts.

Statement Concerning the Administrative Session of the February Board Meeting: Chair Fogleman read the following statement:

Per the Open Meetings Act, the Board discloses that it adjourned its virtual open meeting on February 12, 2025 to enter the Administrative Session at approximately 3:30 pm. All Board members were present. Members discussed administrative matters including complaints.

The Board may need to close some or all of this meeting to preserve the confidentiality mandated by the Ethics Code or as otherwise authorized by the State Open Meetings Act. Likewise, upon adjournment of the Open Session, the Board may reconvene for an Administrative Session to discuss non-public, administrative functions of the Board.

Review of Schedules and Agenda:

Member McCauley was available until 4:00pm.

1. **Approval of Written Minutes for the Public Session of the February Board Meeting:** The Board unanimously voted to approve the February 12, 2025 minutes.
2. **Staff Update:** Director Amberger updated the Board on efforts to identify public officials required to file annual financial disclosures within Workday and establish an entry statement notification process for new employees.

Officer Bond provided the following metrics for February on the Board staff’s recent work:

- Help Desk
 - 52 help desk requests were received and resolved by Board staff in February.
 - 9 help desk requests were from lobbyists.
 - 6 help desk requests were concerning gift solicitation waivers.
 - 15 help desk requests were concerning financial disclosure statements.
 - 7 help desk requests were ethics inquiries.
 - 0 help desk requests were concerning the Ethics Training.
 - 14 help desk requests were administrative (question about deadlines, forms, etc).
 - 1 help desk requests were not within the Board’s jurisdiction and were referred elsewhere.

- FY25 requests: 367
- Ethics Training
 - 35 people completed the Ethics Training in February.
 - FY25 attendees: 284
- Complaints
 - FY25 Complaints: 8
 - Open: 0
 - Dismissed: 8
- Secondary Employment Waivers
 - Waiver Requests: 0
 - FY25 Granted Waivers: 0
- Gift Solicitation Waivers
 - 0 gift solicitation waiver applications were submitted to the Board for the March 12, 2025 Board meeting.
 - 0 gift solicitation waivers expired since the last Board meeting.
- Financial Disclosure Statements
 - Officer Bond reported that DHR had timely assisted Ethics identifying required disclosure filers by the statutory February 1st deadline. The Department of Finance timely provided a list of entities that did business with the city in 2024, which was added to the Ethics Board's website.
- Lobbying
 - Officer Bond reported that a technical error on the Lobbyist website that prevented some users from filing their Annual Lobbying report had been resolved by the City's IT department on February 5th.

The Public Session adjourned at 2:54 pm.