

## Minutes of the Ethics Hearing Board

**November 3, 2016  
Room 646, City-County Bldg.  
Pittsburgh, PA 15219**

### Present:

Amy McCall  
Sister Janice Vanderneck  
Christopher Amar  
Jeanette Ho  
Gregory Monaco  
John Burkoff  
Patrick Bigley  
Lynn Davenport

---

Lourdes Sanchez Ridge, City Solicitor  
Linda A. King, Executive Manager

- The meeting was called to order at 4:00 p.m.
- The new board was introduced to the media (present in the audience) by City Solicitor, Lourdes Sanchez Ridge
  - Each of the members spoke for a few minutes regarding their background and qualifications.
- Bylaws and Rules of the Board
  - A discussion regarding the proposed bylaws and rules took place at which time the board entertained suggested amendments to those documents. After a lengthy discussion it was agreed that the Executive Manager would make the proposed revisions and would circulate the new version to the members prior to next month's meeting. A vote to approve the bylaws and rules will be set on the agenda for the December meeting.
- Election of Officers
  - Nominations were taken from the floor with Amy McCall being nominated by John Burkoff to serve as the Board Chair, Jeanette Ho seconds and the motion passed unanimously. Sister Janice Vanderneck nominated herself, to serve as Vice Chair, John Burkoff seconds and the motion passed unanimously. Finally, Christopher Amar nominated himself, to serve as the Board Secretary and the motion passed unanimously. All motions were passed by the unanimous vote of the eight (8) members of the board present.

- The board discussed the position of Ethics Officer, as defined in the proposed bylaws. It was suggested that the City Law Department serve as the Ethics Officer and that the proposed bylaws be amended so that the position of Ethics Officer could be a member of the board **or the board's designee**. The City Solicitor agreed that for the short term, the City Law Department could serve in that capacity.
- Probable Cause Panel
  - Board members, John Burkoff, Lynn Davenport and Greg Monaco, volunteered to serve as the first Probable Cause Panel.
  - The duration and rotation of the panel to be discussed in more depth at a future meeting.
- New Business
  - John Burkoff requested that the City Law Department provide the board with copies of past ethics opinions. The City Solicitor agreed to provide the opinions.
  - The board agreed that creating the forms necessary for the website, i.e., Complaint, was a priority.
  - There was a short discussion regarding the need to schedule training for the members of the board.
- **The meeting was adjourned at 5:00 p.m. and our next meeting will be held on December 1, 2016 at 4:00 p.m. in Room 646 City-County Building, Pittsburgh, PA 15219.**

Minutes prepared by Linda King