

## Minutes of Ethics Hearing Board

November 2, 2017  
Room 646, City-County Bldg.  
Pittsburgh, PA 15219

### Present:

Amy McCall  
Sister Janice Vanderneck  
Jeanette Ho  
Patrick Bigley  
Lynn Davenport

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Linda A. King, Executive Manager  
Lourdes Sanchez-Ridge, City Solicitor  
Shannon Overholt, Investigator  
Matt Stidle, Esquire

- The meeting was called to order at 4:01 p.m.
- **Approval of the September and October 2017 minutes**
  - Amy McCall called for a motion to approve the September 1<sup>st</sup>, 2017 minutes. Sister Janice Vanderneck moved to approve the minutes, no members were opposed and the motion carried.
  - Amy McCall called for a motion to approve the October 12<sup>th</sup>, 2017 – Special Meeting by Teleconference minutes. Patrick Bigley moved to approve the minutes and Jeanette Ho seconded the motion. The Board voted unanimously to approve the minutes whereupon the motion was carried.
- **Update concerning the incoming board members**
  - It was reported that City Council would interview the incoming board members on November 15, 2017 in the City Council Chambers.
- **Confirm new members of the Valuable Gifts subcommittee, (McCall and Ho)**
  - Amy McCall and Jeanette Ho confirmed that they will serve as the first two members of the Valuable Gifts subcommittee.
- **Discussion concerning proposed amendment to the Gift Provisions of the Code**
  - The Board discussed ideas to amend the provisions of the Pittsburgh Code of Conduct dealing with Offering, Soliciting or Accepting Gifts. Sample Codes from the cities of Miami, Chicago and Philadelphia were handed out to members of the Board prior to the meeting. The Board discussed the Pittsburgh Code in comparison to these other major cities.

- Amy McCall and Lynn Davenport expressed their interest in Chicago's Code for its substance and clarity. It was suggested that amendments to Pittsburgh's Code should contain more definitions than what is currently contained there.
  - Board members discussed the Gift threshold of \$100 by comparing Pittsburgh's Code to other major cities. The Board discussed various points relating to the definition of the word "gift" and "gratuities." Further, there was a suggestion that our Code specifically mention "gift cards" to remove any confusion on that topic. The Board expressed interest in expanding upon the definition of "interested party" to increase the Code's clarity. In conclusion, it was agreed that the Executive Manager should work on drafting a proposed policy for later review by the Board.
  - Lynn Davenport suggested changing the number of members on the Valuable Gifts subcommittee to three to simplify the rotation of members. It was agreed that more discussion was needed to address an easier method of rotation for both subcommittees - Valuable Gifts and Probable Cause Panel, particularly in light of incoming Board members. The Board determined that methods of rotation for both subcommittees should be revisited.
- **Update on the progress of the Campaign Finance Violation Hearings**
    - Linda King provided an updated on the Findings of Fact, Conclusions of Law and Final Order documents, stating they have all been submitted. She added that she and the Board's outside counsel are actively communicating about the next steps in procedure and hearing details.
    - The Board discussed scheduling hearing dates and determined to postpone scheduling until decisions were reached by the Hearing Officer.
    - Following the advice of the City Solicitor, it was determined that the recent decisions of the Board and Hearing Officer could be posted on the Ethics Hearing Board website and/or the decisions could be handed out upon request.
- **Comments and Announcements**
    - Amy McCall asked members whether there were any additional concerns or announcements. Linda King advised she would be stepping down as Executive Manager at the end of the year. Board members, Jeannette Ho and Amy McCall volunteered to assist with interviews for the new hire. The City Solicitor advised that the job description be publicized as soon as possible.
    - There were no additional concerns or announcements whereupon a motion to adjourn was made by Lynn Davenport and Jeanette Ho seconded the motion. The meeting was adjourned.

**The meeting adjourned at 4:40 p.m. The next meeting will be held on December 7, 2017.**

Minutes prepared by Shannon Overholt and reviewed by Linda A. King