

## Minutes of Ethics Hearing Board

April 5, 2018

Room 646, City-County Bldg.  
Pittsburgh, PA 15219

### Present:

Amy McCall  
Jeanette Ho  
Patrick Bigley  
Lynn Davenport  
Orlando Portela Valentin  
Greg Monaco

---

Linda King, Executive Manager via teleconference  
Lourdes Sanchez-Ridge, Chief City Solicitor  
Yvonne Hilton, Deputy City Solicitor  
Shannon Overholt, Investigator  
Matt Stidle, Assistant City Solicitor

- The meeting was called to order at 4:00 p.m.
- **Approval of the minutes.**
  - Amy McCall called for a motion to approve the minutes of the January Board meeting. Lynn Davenport moved to approve the minutes and Greg Monaco seconded the motion. The Board voted unanimously to approve the minutes whereupon the motion was carried.
- **Discussion and selection of new Probable Cause and Valuable Gifts committees.**
  - The current members on the panel are Jeannette Ho, Khalif Ali, and Sister Janice Vanderneck. As a result of Sister Janice Vanderneck's resignation, Patrick Bigley rotated onto the Panel in her place. These three (3) members will serve on the Panel from April 1, 2018 until July 1, 2018.
  - The current members on the Valuable Gifts committee are Jeanette Ho and Amy McCall. Members agreed to increase the committee to three (3) members. Amy McCall volunteered to remain on the committee and Greg Monaco and Orlando Valentin volunteered to serve the remaining slots. Amy McCall, Greg Monaco, and Orlando Valentin will serve on the committee from April 1, 2018 until July 1, 2018.
  - Linda King relayed that an ethics complaint had recently been filed. Jeanette Ho stated she cannot participate in reviewing the complaint due to a conflict-of-interest. Amy McCall volunteered to serve on the Panel in

her place. The complaint is currently under review by the Probable Cause Panel.

- **Continuation of discussion concerning amendment to Board by-laws, Rules and Regulations regarding attendance at Board meetings.**
  - The Board discussed updating the rules of attendance in the Rules and Regulations of Ethics Board policy. It was determined that the terms outlining the number of meetings a member may miss before being subject to membership dismissal would be updated. Members reviewed best practices from various boards and committees in preparing their revisions.
  - Amy McCall requested the Executive Manager create a draft containing the proposed amendments. The Executive Manager agreed to this task and stated she would pass this task onto the new Executive Manager, Leanne Davis, should she be unable to finish the task before her departure date.
  
- **Continuing discussion concerning proposed amendments to the Gift and other provisions of the Code, as discussed at the last meeting.**
  - Amy McCall turned attention to a handout containing provisions to City Code Section 161.37 (Lobbyist Registration and Reporting) and 197.02 (Gifts) as provided by City Solicitor, Lourdes Sanchez-Ridge. Jeanette Ho prepared recommendations for further revising each Code. Members reviewed Lourdes Sanchez-Ridge and Jeanette Ho's proposals and made changes related to expanding definitions and increasing language clarity.
  - The Board requested that Assistant City Solicitor, Matt Stidle, assemble a draft containing the revisions the Board agreed upon. He agreed and stated he would have the draft ready for a vote by next month's meeting.
  
- **New business and updates:**
  - Marketing Intern has been selected.
    - Linda King, via teleconference, announced that a new marketing intern has been hired. He is scheduled to begin in the following week.
  - The new nominee for the board has accepted and is waiting for Council's approval.
    - The Mayor has nominated Melanie Harrington from VIBRANT Pittsburgh to replace the seat of Sister Janice Vanderneck. Her interview is underway and results are expected in a few weeks.
  - Update regarding hearing in the open ethics violation case.
    - The hearing will occur on May 10, 2018 at 1 pm. There were no issues or comment to this point.
  - An appeal was not filed in the Harris matter, next steps.

- Linda King relayed that there has been no indication that Darlene Harris appealed the \$1,000 fine she was issued for failing to file her campaign finance forms and that steps should be taken to collect the fine.
- The board discussed what actions are required to collect the \$1,000 fine. The City Solicitor advised that the Board should email a memo detailing the Board's final decision on the Harris case to the Human Resources Department and to include the Law Department on that email. The board agreed to this procedure. She requested that Assistant City Solicitor, Matt Stidle, notify the Controller's Office so that it is aware of the Board's intended actions to collect the fine.
- Update regarding search for Executive Manager
  - The City Solicitor announced that the new Executive Manager, Leanne Davis, will begin her tenure with the City on April 23, 2018.
- **Comments and Announcements**
  - Amy McCall declared that the provisions agreed upon at today's meeting should be compiled into a draft to vote upon at the May meeting. This draft will be completed by Assistant City Solicitor, Matt Stidle.
  - Amy McCall asked for additional questions or comments. There were none. At this time Amy McCall called for a motion to adjourn the meeting. Lynn Davenport moved to approve and Jeanette Ho seconded the motion, whereupon the meeting was adjourned at 4:41 p.m.

**The meeting adjourned at 5:02 p.m. The next meeting will be held on May 3, 2018.**

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