

Minutes of Ethics Hearing Board

June 7, 2018

Conference Room 908, City-County Bldg.
Pittsburgh, PA 15219

Present:

Jeanette Ho

Patrick Bigley

Lynn Davenport

Orlando Portela Valentin

Greg Monaco

Leanne Davis, Executive Manager

Shannon Overholt, Investigator

- The meeting was called to order at 4:13 p.m.
- **Approval of the minutes**
 - Jeanette Ho called for a motion to approve the minutes of the April Board meeting. Patrick Bigley moved to approve the minutes and Lynn Davenport seconded the motion. The Board voted unanimously to approve the minutes whereupon the motion was carried.
- **Public Comment**
 - New law clerk, Kyle Murphy, introduced himself to the board as an observer.
- **Executive Manager's Report**
 - The Executive Manager provided updates as to past and upcoming events.
 - The Ethics Hearing Board letterhead was reviewed by those present and updated to reflect the names and titles of board members.
 - Nominations and elections for the role of Chair, which is currently vacant due to Amy McCall's departure, was briefly discussed and deferred to next month's meeting.
 - An overview of the use of executive session was presented.
- **Discussion and review of amendment to Bylaws regarding attendance at Board Meetings**
 - The Board agreed that attendance must be in person.
 - Members suggested requirements for notifying of an expected absence, as well as the terms for cancellation of meetings when it is known that

quorum will not be met. The Executive Manager agreed to send out a draft of suggested revisions of the language.

- It was agreed that future minutes would list members who were absent from the meeting in addition to those who were present.

- **Discussion and review of amendments to the provisions of the Code, as previously discussed at April meeting**
 - The Executive Manager suggested the formation of a committee to specifically address provisions of the Code and report back to the Board its conclusions. Board members determined this might not be feasible due to the low number of members.
 - The Executive Manager relayed that she would like to update the current code of conduct, adding that she believes the current code is too narrow in regard to some provisions.

- **New Business and Announcements**
 - Jeanette Ho asked for additional questions or comments. There were none. At this time Jeanette Ho called for a motion to adjourn the meeting. Greg Monaco moved to approve and Lynn Davenport seconded the motion, whereupon the meeting was adjourned at 5:02 p.m.

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

Minutes prepared by Shannon Overholt and reviewed by Leanne Davis.