

**Minutes of the Ethics Hearing Board
October 4, 2018**

**City of Pittsburgh Ethics Hearing Board (“Board”)
Ethics Office - Room 328, City-County Bldg., Pittsburgh, PA 15219**

Board Members Present:

Patrick Bigley
Sean Coleman
Lynn Davenport, Vice Chair
Melanie Harrington
Jeanette Ho, Chair
Orlando Portela Valentin, Secretary

Board Members Absent:

Khalif Ali
Fred Brown
Greg Monaco

Also present:

Leanne Davis, Executive Manager
Matthew Stidle, Assistant Solicitor

- **Call to Order**
 - The meeting was called to order at 4:05 p.m. by Chair Jeanette Ho.

- **Public Comment**
 - There was no public comment.

- **Approval of the Minutes**
 - Chair Jeanette Ho called for a motion to approve the minutes of the September Board meeting with suggested corrections. Patrick Bigley moved to approve the minutes and Vice Chair Lynn Davenport seconded the motion. The Board voted unanimously to approve the minutes as revised whereupon the motion carried.

- **Executive Manager’s Report**
 - Per the Board’s request at last month’s meeting, the Executive Manager rewrote the Bylaws to ensure updates from multiple sources were combined and preserved in one document. The Executive Manager reviewed the document to highlight various updates and revisions. Multiple Board members contributed to the discussion and provided additional revisions to the document. The Executive Manager agreed to make these changes and distribute the revised document to the Board in

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advance of the next meeting, to allow for ample time to review for a vote.

- The Executive Manager provided updates as to the Investigator vacancy and to the Board's 2019 budget.
- The Executive Manager met with the County Elections Division discussed further below.

- **Committee Reports:**

- A quarterly rotation of the Board's subcommittees went into effect, in accordance with the Board's established rotation procedure.

- **Discussion and review of Ethics Code amendments**

- A discussion regarding campaign finance regulations in Section 198 continued from last month's meeting.
- The Executive Manager began with a brief review and answered questions posed at the last meeting.
- The Executive Manager discussed the results of her meeting with the County Elections Division. The County's campaign finance report deadlines were distributed for review.
- The Board and the Executive Manager discussed the City's and the County's campaign finance requirements, procedures and potential coordination or collaboration. The Executive Manager reported that the County has agreed to provide information about our requirements in their packets for newly registering candidates. These packets would be received by candidates in mid-February.
- Attorney Matthew Stidle answered questions.
- The Board agreed that additional changes and review may occur in the future, and noted the Executive Manager is directed to continue efforts with the County and to identify opportunities to streamline the process. With that in mind, the Board discussed an immediate suggested change of requiring campaign finance reports to be filed in the three months preceding an election. These reports are currently required to be filed for five months preceding an election, which begins as early as January for the May primary election.
- The legislative procedure was discussed and the Board delegated to Attorney Stidle to create the document containing the agreed-to legislative amendment. The Board delegated to the Executive Manager to carry forward the revision and to explain to City Council that the change is related to synchronizing the City and County processes and providing notification.
- Ultimately, a motion was presented from Melanie Harrington to authorize the revision of §198.05(1) to change the references of five

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months to three months. Patrick Bigley seconded the motion. The Board voted unanimously to approve whereupon the motion carried.

- **New Business and Announcements**
 - The Executive Manager provided a 2019 calendar for the Board to review for next year's meeting dates. As the July meeting date falls on a holiday, the Board decided to meet on the following week, Thursday, July 11, 2019.
 - Chair Jeanette Ho asked for any additional business. There was none.

- **Adjournment**
 - At 5:09 p.m., Chair Jeanette Ho called for a motion to adjourn the meeting. Melanie Harrington moved to adjourn and Patrick Bigley seconded the motion, whereupon the meeting concluded.

The meeting adjourned at 5:09 p.m. The next meeting will be held on November 1, 2018.

Minutes prepared by Leanne Davis.