

MINUTES OF THE ETHICS HEARING BOARD

September 12, 2019

City of Pittsburgh Ethics Hearing Board (“Board”)
Room 646, City-County Building, Pittsburgh, PA 15219

Board Members Present:

Patrick Bigley
Sean Coleman
Lynn Davenport
Maryann Herman
Alex Matthews

Board Members Absent:

Khalif Ali – *notice provided, first absence since July 2019.*
Samantha Bushman - *notice provided, first absence since July 2019.*
Jeanette Ho - *notice provided, first absence since July 2019.*
Gregory Monaco – *notice provided, second absence since July 2019.*

Staff, Advisors and Others Present:

Leanne Davis, Executive Manager
Dana Robles, Legal Investigator

- Call to Order:
 - This primary monthly meeting was called to order at 4:00 p.m. by Board Chair Alex Matthews.
- Public Comment:
 - There was no public comment.
- Welcome New Members:
 - The Board welcomed new Board Member, Maryann Herman, and the new legal investigator.
- Approval of Minutes:
 - Alex Matthews called for discussion and vote on the draft August 22, 2019 meeting minutes. A correction was made. Patrick Bigley moved to approve the minutes as amended. Lynn Davenport seconded the motion. Sean Coleman abstained from the vote due to his absence. The remaining members of the Board voted unanimously to approve the minutes as amended whereupon the motion carried.
 - Alex Matthews called for discussion and vote on the draft July 11, 2019 meeting minutes. There was no discussion or revision. Sean Coleman moved to approve the minutes of the July 11, 2019 meeting. Patrick Bigley seconded the motion. Maryann Herman abstained from the vote as she was not yet a member at the time of this meeting. The remaining members of the Board voted unanimously to approve the minutes whereupon the motion carried.

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- Executive Manager's Report:
 - The Executive Manager discussed administrative matters, including a new pamphlet highlighting the work of the Board, which she will be distributing at the inaugural career and information fair for the City of Pittsburgh this weekend. The Board reviewed options and provided feedback and preferences as to the appearance and content of the pamphlet. The Executive Manager also discussed progress and next steps relating to her efforts to provide an option to complete submissions for Statements of Financial Interests through a partnership with the State Ethics Commission allowing use of their website. Training, education and engagement projects were also discussed.

- Administrative Business:
 - After discussion, Sean Coleman moved to approve a procedural rule and regulation as amended with regard to enforcement of Final Orders. This regulation would provide for Orders of the Board to be enforced by outside counsel. Patrick Bigley seconded the motion. With no further questions or discussion of the matter, the Board took a roll call vote and unanimously approved the regulation, whereupon the motion carried.

 - After discussion of a waiver and alternative procedures, it was decided to table the proposed board procedure until after receiving a legal opinion.

 - It was decided to table discussion and a vote on the remaining proposed board procedure.

- New Business:
 - There was no new business.

- Adjournment:
 - There being no new business, at approximately 5:26 p.m., Lynn Davenport moved to adjourn the meeting. Patrick Bigley seconded the motion, whereupon the meeting concluded.

Next meeting dates:

A full list of 2019 scheduled meetings can be found at <http://www.pittsburghpa.gov/ehb/ehb-meetings>.

Minutes prepared by Dana Robles and reviewed by Leanne Davis