

SHARED ETHICS ADVISORY COMMISSION

Meeting Minutes

May 16, 2018

Pledge and
Call to Order:

President Klein called the meeting to order at 8:30 a.m. with the Pledge of Allegiance and self-introductions.

Introductions:

In attendance were Commission members Dorothy Bass, Calvin Bellamy, Art Burkman, Patricia Carlisle, Karen Curtis, Patricia Earnest, Dr. Steve Grandfield, Dan Klein, Julie McElmurry, Michael McIntyre, Art Russell, Courtney Smith, Lynn Volkmann and Rev. Jamie Ward. Others present included Karen Marben and Mary Thorne.

Approval of Minutes:

Motion: On a motion by Commissioner Grandfield and a second by Commissioner Bellamy, the Commission voted to accept the minutes of the March 21, 2018 meeting as presented. It was noted that the minutes be amended to reflect that the Shared Ethics officer position is called for in the interlocal agreement, not the by-laws. The motion to approve the March 21 minutes was approved as amended on a motion by Commissioner Grandfield and a second by Commissioner Bellamy. Commissioner McElmurray commented that she did follow up with NIPSCO, who provided a \$2,500 grant for the Summit, and they said they would consider awarding another grant in future years.

Financial Report:

Commissioner Bellamy said there has been no Financial Report provided by Michael Griffin. The SEAC spends about \$6,000 to \$7,000 annually, and there is about \$20,000 in our accounts.

President's Report

President Klein reported that the SEAC presented Commissioner Bellamy with a tree planted in his honor at Centennial Park in Munster.

President Klein will begin a new conversation with Highland, Hobart, LaPorte County, Lowell and Westville. Former Commissioner Gramarossa will work on a replacement from LaPorte County. Ray Raszewski passed away and we are working with the Town of Lowell on a replacement. Christian Jorgensen is the nomination for County Council. We are waiting to hear from Portage and St. John.

President Klein and Commissioner Bellamy will be reaching out to the City of LaPorte again.

President Klein explained that, once updated, the membership list will be sent to the SEAC members only.

Motion: President Klein and Commissioner Bellamy met with NIRPC yesterday regarding the contract for the calendar year 2018. There was a

small \$10 increase in the phone bill and no change in copier rates. A \$5 monthly charge was imposed for the use of their copier equipment. It was in the previous contract but we were never charged. The 2016 contract was estimated at \$9,721 and the 2018 contract is estimated at \$10,236. Clerical production and accounting staff rates increased minimally. Mary Thorne does the minutes and other minor administrative work, Carolyn Brown tracks the reservations for our events, John Smith does the graphics work and Talaya Jones handles the accounting. We maintain a phone number and physical address here and our meetings are held here at no separate charge. We have spent \$8,000 this year so far and NIRPC will provide a breakdown. Commissioner Russell motioned to approve; seconded by Commissioner Grandfield. Motion carried.

Marketing
Committee Report:

Commissioner Bellamy provided copies of the full report.

Ethics Summit: Commissioner Bellamy said just under 200 were in attendance at the Summit; about 44% were returnees. Approximately 106 evaluations were submitted. Comments were overwhelmingly positive. Several thought table discussions and reporting should be more tightly controlled. One attendee thought a method should be developed for two tables to come together to discuss the cases to ensure more diversity of opinions. Some wanted to attract younger audience. Karl Besel, Dean of SPEA at IUN, later indicated his students would benefit from participation. The SEAC will reach out to IUN, PNW and VU. Case studies are posted to our website and should be mentioned at future Summits. A change to the evaluation form was suggested. Next year's keynote will be Tom Kirsch. The largest expense of the almost \$7,000 cost of the Summit was for the Avalon and the sound system. The Marketing Committee will study the comments and observations when preparing for the 2019 Summit. The SEAC brochure needs to be updated.

Ethics Pledge: Commissioner Bellamy said 379 pledges were sent to every candidate seeking county, township and town offices in the primary elections in Lake, LaPorte and Porter Counties. A second request was also sent out. The names of those who signed were provided to the media at their request. 168 candidates returned a signed pledge. Letters will be sent out again in November.

Training Committee
Report:

Train the Trainer: Commissioner Ward said a Train-the-Trainer session was held last month. The SEAC trains municipal employees who then train their fellow employees. 18 people attended from Schererville, Hobart, Dyer, LaPorte County, Ogden Dunes and Highland. Evaluations were collected and can be sent to the Commission members if desired. The list will be updated and emailed to the Commission members.

Upcoming Training: Commissioner Ward said the next large event is the Board and Commissioner Training on September 27 at 6:30 p.m. at NiSource in Merrillville. Dinner will be provided. It is important to note that a list of names of those attending the training must be provided to comply

with NiSource's security policy. Jim Dworkin is the keynote and facilitator. The Training Committee will meet soon. The flyer will come out in June via email and will be sent to the Mayors or Town Council Presidents.

Commission Member Expectations

Taking SEAC to the Next Level:

External: President Klein said the website will contain a list of the SEAC members with a picture and brief bio. If there are objections, the member's name only will be listed. There will be no contact information other than the Commission phone number and email address.

Internal: The information form is for internal use only to identify each SEAC member's contact at their community, whether it is the mayor, town council president, town manager, etc.

Milestones: Milestones to be communicated by the SEAC are the Annual Report in January, the Ethics Summit in February, the Ethics Pledge in May and November and the Training in August.

Additional Business: There was no other business brought before the Commission.

Adjournment: On a motion by Commissioner Smith and a second by Commissioner Burkman, President Klein adjourned the meeting at 9:50 a.m.