

## **SHARED ETHICS ADVISORY COMMISSION**

Meeting Minutes  
January 22, 2020

### Pledge and Call to Order

President Klein Called the meeting to order at 8:31 a.m. with the Pledge of Allegiance.

### Introductions

In attendance were Commission members Calvin Bellamy, Rev. Jamie Ward, Sarah Oudman, Julie McElmurry, Richard Morrisroe, Tim Huizenga, Dr. Rich Weigel, Dan Klein, Dr. Steve Grandfield, Courtney Smith, Lynn Volkmann, and John Bowker. Also, in attendance was Advisor Karen Marben, and guest Paul Panther. Courtney Smith and Flor Baum took the minutes.

Flor Baum, NIRPC's newly hired administrative assistant, was introduced to the Commission.

### Approval of Minutes

Courtney Smith will correct the spelling of Dan Lowery and email the updated minutes to Les. Motion: Courtney Smith; Second: John Bowker; and the Commission voted unanimously to accept the minutes of the November 2019 meeting as presented.

### 2020 Presidential and Vice-Presidential Elections

Dan Klein will continue as President, and Dr. Rich Weigel will be introduced as Vice President. Motion: Julie McElmurry; Second: John Bowker; and the Commission voted unanimously to approve the 2020 elections.

### Financial Report

The Commission discussed the 2019 Financial Report. The balance for Unused Appropriation was \$9,034.84. The Liquid balance was \$57,344.64. The Invested balance was \$12,133.50. Leaving the Total balance \$69,468.14. The cost for the Board and Commission training is also included in the 2019 Financial report.

### Proposed 2020 Budget

The proposed 2020 budget will be presented to the Board of Delegates for approval. Motion: John Bowker; Second: Rich Weigel; And the Commission voted unanimously to approve the recommendation of the 2020 budget to the Board of Delegates.

## **SEAC OLD BUSINESS**

### Membership Update

Prospective member communities are as follows: City of LaPorte with a new mayor, Thomas Dermody, Kankakee River Basin and Yellow River Basin Development Commission with Scott Pelath and Michigan City with a new mayor, Duane Parry.

Julie McElmurry has been drafting Facts Sheets for every community, and the Executive Committee is reviewing them. Some of the public information is out of date, and will have to be updated. Leadership needs to reach out to the 6 communities to get the commissioner vacancies filled.

### Summit Update

The final Save the Date flyer will be completed by the end of this week. The Summit will be April 9th, from 8:30-11:30 am, at the Avalon, with NIPSCO President Violet Sistovaris as the keynote speaker. Flyers will be sent out as soon as the sponsors are edited.

Case Study #4 will be edited to replace the calendar description. All Case Studies will be reviewed by the end of the week. Courtney will send the case studies to Dan Lowery for review.

The Times Newspaper and Leeps Supply are potential sponsors for the Summit.

Courtney Smith will contact Scott Weber for clickers. Courtney will also contact Avalon regarding Wi-Fi. Dan Klein will contact Pete Doherty regarding photography. Name tags will be printed by Courtney. On the day of the Summit, set-up will be at 7:30 a.m.

Summit registration will be done via our website starting in mid-February.

#### Training Committee Update

The Board of Commissioners Training will be in late September. The location and speaker for the training has not yet been determined. Also, Rev. Jamie Ward will reach out via email to known trainers to validate that they are still training. This information will be used as we seek ways to re-energize the trainers.

#### Communications Committee Update

Julie McElmurry asked the Commissioners representing our three counties to reach out to their county election officials to prepare them to provide complete and accurate lists of candidates including name, office, email address and physical address. Especially the email address as we would like to send all candidates the Ethics Pledge via email to streamline the process. We expect that the final lists will be available in mid to late February. Also, we are working to update our master email list to be used for the Summit, so Julie asked all Commissioners to get the email addresses for their community contacts and elected officials to be added to the list. Julie will share that information with Courtney who is now in control of the Master List. John Bowker indicated that many folks have changed in Valpo, so Julie agreed to send him the list to make the necessary changes.

### **SEAC NEW BUSINESS**

#### 2020 Goals

Motion: Dr. Steve Grandfield; Second: Lynn Volkmann; and the Commission voted unanimously to approve the 2020 goals.

#### 2019 Annual Report

Motion: Dr. Rich Weigel; Second: Sarah Oudman; and the Commission voted unanimously to approve the 2019 Annual Report.

#### Board of Delegates Involvement

Dan Klein will reach out to the Board of Delegates with an open invitation to attend upcoming SEAC meetings. He will also ask about SEAC attending their upcoming meetings.

#### NIRPC Update

Flor Baum, Administrative Assistant at NIRPC, will be assisting the SEAC meeting to take the minutes, when needed. Printing meeting materials will also be done by NIRPC. There was a discussion about transferring the bookkeeping responsibilities from Michael Griffin, in Highland, over to either NIRPC for an additional fee, or to the Clerk - Treasurer of Hobart. Dan Klein will reach out to Michael before finding another Clerk - Treasurer or moving the responsibilities to NIRPC.

#### SEAC - What we need from you

- Please share the Save the Date for the Summit with your communities
- Please send the contact information for you community contacts and elected officials to Julie McElmurry so we can update the Master Email List.
- The Communications Committee will be sending out talking points and email/letter language for all to update their communities and please also share the 2019 Annual Report

#### Announcements

Sarah Oudman will be stepping down from the SEAC Commission. However, she will continue to attend SEAC meetings until another commissioner is in place.

**The next meeting is scheduled for March 18th in the Dune Room.**

Adjournment

Motion: John Bowker; Second: Lynn Volkmann; and President Klein adjourned the meeting at 9:38 a.m.

Submitted by: \_\_\_\_\_  
Flor Maria Baum, Administrative Assistant, NIRPC