

**SHARED ETHICS ADVISORY
COMMISSION**
Meeting Minutes
November 17, 2021

Pledge and Call to Order

Richard Weigel called the Zoom meeting to order at 8:30 a.m.

Introductions

In attendance were Commission members Calvin Bellamy, Julie McElmurry, Jamie Ward, Dr. Rich Weigel, Merlin Foresman, Karen Marben, Paula Carey, Brian Lowry, Art Russell, Lynn Volkmann, Tim Huizenga, Raleisa Parker, Michael McIntyre, Mike Suggs, Kathryn Kniola, Richard Morrisroe, and Burgess Peoples. Flor Baum took the minutes.

Approval of Minutes

Motion: Lynn Volkmann; Second: Michael McIntyre; and The Commission voted unanimously to accept the minutes of the September 15, 2021 meeting as presented.

Financials

Julie McElmurry provided the Financial Report. There have been no disbursements. The 2021 unused appropriations are \$33,585.50. The cash balance is \$110,660.74 of which \$77,075.24 is unappropriated. Trainer David Lombardi for the Board & Commission training was given a check for \$5.1K by Jamie Ward. The Ethics Guide printing for \$2K has been disbursed. Disbursement approval by the Board of Delegates (BOD) is needed for The Ethics Training (\$12,995). However, a quorum is needed by the BOD for disbursement approval. Julie will reach out to Jan Malinowski about holding a BOD virtual meeting in order to make quorum.

2022 Budget Proposal for Approval

Julie spoke on the 2022 SEAC proposed budget. The requested budget of \$34,400 is more than in past years. The proposed Ethics Pledge budget of \$1K will cover mailing and administrative costs. Training is the largest part of the budget as SEAC is working with a new vendor to roll out a new curriculum with materials and meetings (\$14.4K).

Motion: Courtney Smith; Second: Michael McIntyre; and The Commission voted unanimously to recommend the 2022 budget proposal to the Board of Delegates for approval.

SEAC OLD BUSINESS

Membership Updates

Calvin Bellamy presented on Membership Updates. Dan has continued communication with St. John to assign a commission member. Calvin will reach out to Purdue Northwest's Chancellor Keon regarding Westville and LaPorte County.

Summit Update

Rich spoke on The Summit update. A special thanks was given to all volunteers for covering the event. The overall attendance was discussed. The Summit evaluation results were discussed. The evaluation was on a five-point scale. 31% of attendees gave the highest scores across the board. 78% found the facilities and location more than satisfactory. Only 2% of the attendees found The Summit was less than satisfactory. The attendees found the most value in the case studies, the keynote speaker, polling, and networking. More time to review the case studies was specified. There were also a few comments to have diversity and cultural-related discussion. Rich is creating a video with excerpts of The Summit and will be shared with the committee at the next meeting.

The 2022 Summit is slated for April 7. Discussions were made on having a panel. A subcommittee for the behind-the-scenes items was formed and will include Michael Suggs and Rich.

Training Committee Update

Paula Carey presented on the Curriculum Project Updates. Edits are currently being made and will be completed by January 2022. Paula will be the owner of the document. The committee will send edits/suggestions to Paula, and she will make the changes to the training documentation. There are certain sections of the curriculum (content of the video and narration) that cannot be edited (greyed out sections of the curriculum). Traliant is scheduled to have the final production in February. The new curriculum is expected to roll out in April. Further assistance from the Training Committee will be needed for the curriculum roll out. In addition to the \$12,995 implementation fee, there will be a \$4400 licensing fee per member in 2022 for online training. The Ethics guide has been printed and at the NIRPC offices. The Ethics Code will be two-sided, on 8.5 x 11 paper. There will also be a one-sided 11 x 14 poster that will be printed. The Ethics guide, posters, and curriculum materials will be available for distribution to commission members in January.

Communications Committee Update

Julie McElmurry presented on Communications Committee Update. Calvin is working on an Op-Ed about The Summit for the executive committee to review and will be out by the end of 2021. Julie is working on the draft of the 2021 annual report. It will be distributed to the committee by the start of 2022 and moved to be approved at the January meeting. Please contact Julie with any changes to the report. Planning for the 2022 Ethics Pledge process is being worked on. People representing the counties will reach out to their county election board to get lists of all candidates. Obtaining candidate email addresses will allow the candidate to use SEAC's online signature service. Candidates without an email address will be receive the pledge via United States Postal Service. Julie will email commission members talking points for their municipality or government leaders.

SEAC NEW BUSINESS

Review of the 2022 Meetings for Approval

Motion: Lynn Volkmann; Second: Michael Suggs; and The Commission voted unanimously to approve the meetings of the Shared Ethics Advisory Commission for 2022.

The next meeting is slated for January 19th at 8:30 a.m.

Adjournment

Motion: Julie McElmurry; Second: Lynn Volkmann; and Rich Weigel adjourned the meeting at 9:42 a.m.

Submitted by:

Flor Maria Baum, Administrative Assistant, NIRPC