

Meeting Minutes

January 18, 2023

Pledge and Call to Order: John Bowker, SEAC President called the meeting to order at 8:30 a.m.

Introductions: In attendance were commission members John Bowker, Art Russell, Julie McElmurry, Cal Bellamy, Courtney Smith, Cecile Petro, Merlin Foresman, Mike McIntyre, Michael Suggs, Ken Zubeck, Karen Marben and Janice Malinowski. Julie McElmurry took the minutes.

Approval of September and November 2022 Minutes: After a motion by Mike McIntyre, seconded by Michael Suggs, the commission voted unanimously to accept the minutes of the September and November 2022 meetings as presented. Ken Zubeck abstained as a new commissioner not in attendance at those meetings. These approved minutes will be uploaded to the website, sharedethics.com under the tab Info, Meeting Minutes.

NEW BUSINESS

SEAC Officers for 2023: As required annually, SEAC voted on 2023 Officers. After a motion by Mike McIntyre, seconded by Merlin Foresman the commissioners voted unanimously to elect John Bowker to continue as President and Art Russell to continue as Vice President. No other candidates were nominated. The commission then discussed the option of adding a secretary to provide meeting minute taking as NIRPC no longer offers that service to SEAC. After discussion, it was decided to investigate an outside person to provide this service and until that happens, the Commissioners will take turns taking minutes. Julie agreed to provide a template to assist in minute taking.

The Commission also discussed the NIRPC contract and the bill that was paid in November 2022 for \$9,396.64 to cover their services in 2020, 2021 and 2022. This expenditure will need final approval by the Joint Board of Delegates; Janice Malinowski indicated that she would add this approval to their February meeting agenda.

2023 Goals: John Bowker presented the 2023 goals as proposed by the Executive Committee. There were no major changes from 2022, except the focus on getting all member municipality employees ethics training in 2023. After discussion, and a motion by Julie McElmurry, seconded by Cecile Petro the commission voted unanimously to accept the 2023 goals as presented (see below).

1. Host Ethics Summit
2. Host Manager Training
3. Solicit signatures of the Candidate Ethics Action Pledge from primary and general election candidates and publicize the results.
4. Support our member communities in getting Ethics Training completed for all their municipal employees.
5. Provide regular updates via the media on Commission activities and goals.
6. Continue the focus on filling Commission vacancies and expanding Commission membership to municipalities who have yet to join, especially in LaPorte County.

2022 Annual Report: Julie McElmurry, Communications Committee Chair presented the 2022 Annual report as proposed by the Executive Committee. This report is required by Article 6(c) of the SEAC governing Interlocal Agreement and is created to report annually to our member communities' details about our actions during 2022. After discussion, and a motion by Mike McIntyre, seconded by Art Russell the commission voted unanimously to accept the 2022 Annual Report as presented. Julie will provide a .pdf format of this report to the Commissioners via email to be shared with community leaders along with this meeting's update. This approved 2022 Annual Report will also be uploaded to the website, sharedethics.com under the tab Info, Annual Reports.

OLD BUSINESS

Membership Updates: John Bowker presented Membership Updates. A new Commissioner to replace Lynn Volkmann for Schererville, Sandra Davis will be starting July 1, 2023. Janice Malinowski will fill in until Sandra is able to start. Also, a new Commissioner for Whiting, Ken Zubeck was appointed as Brian Lowry resigned. Cal Bellamy indicated that he will be meeting with the Hobart Mayor to discuss filling their open Commissioner position. He has also heard from Crown Point that they will be appointing a new Commissioner soon. He has had no luck getting St John to appoint a commissioner or Joint Board member but will keep trying. An updated list of the member communities and their commissioners will be uploaded to the website, sharedethics.com under the tab About, Member Municipalities.

Financials: Julie McElmurry received the SEAC Financial Report late the night before the meeting. Janice Malinowski did a high-level review of the reports for November and December. The group then reviewed the 2023 budget. No financial issues were identified, though Janice did indicate some concern about the Highland Clerk Treasurer leaving, and who will do our financial reporting in the future. She will be following up on that over the next few months.

Summit Update: Art Russell gave the group a quick update on the planning for the 2023 Ethics Summit. We would like Summit to be held at the Avalon Manor in Merrillville again. No date has been set, though we are looking at a date sometime before the 2023 general election. Art also led discussion about a Keynote versus Panel for the Summit. Most were interested in doing a Panel again but making sure that the panel members were local and there was time for questions. Cal indicated that he has already drafted the Ethics Case Studies for the Summit.

Training Committee Update: Julie McElmurry presented for Paula Carey who has had to leave SEAC due to work responsibilities. We thanked Paula for all her hard work, especially getting the new video and "Train the Trainer" training created and presented. We are currently looking for a commissioner to step up into the position of Training Committee Chairperson. Julie reviewed the most up-to-date list of trainers, ethics guide distribution and trainer training. She will send this list to all Commissioners asking them to review the status for their community and act as needed.

Communications Committee Update: Julie McElmurry presented a Communications Committee Update. The 2023 Primary Election Candidate Ethics Pledge project will be kicking off soon. All county commissioners will be contacted to get final candidate lists including contact information in a month or so. Julie also reminded all Commissioners to look for a communications tool email that will be sent after the meeting for their use in communicating with their community leaders. This along with the Annual Report should be shared soon.



Next Meeting: The next SEAC Commission meeting will be held on Wednesday, March 15, 2023. John Bowker will contact SEAC regarding whether the meeting will be held in person or via Zoom.

Adjournment: After discussion, and a motion by Merlin Foresman, seconded by Julie McElmurry the commission voted unanimously to adjourn the meeting around 10am