

**ETHICS BOARD MEETING
MINUTES OF THE PUBLIC SESSION**

The Ethics Board ("Board") met on Wednesday, January 8, 2025, at 2:30 p.m., by conference call via Microsoft Teams.

Call to Order & Statement Concerning the Recording of the Public Session: Chairman Stephan Fogleman called the Board meeting to order at 2:30 p.m. Three Board members were present, forming a quorum. Member Noelle Newman was absent.

Chair Fogleman read the following statement:

All participants in the Public Session of the Board meeting acknowledge and consent to the video and audio recording of the Public Session and the publication of the recording on the Board's website and social media accounts.

Statement Concerning the Administrative Session of the December 8, 2025 Board Meeting: Chair Fogleman read the following statement:

Per the Open Meetings Act, the Board discloses that it adjourned its virtual open meeting on December 11, 2025 to enter the Administrative Session at approximately 2:50 p.m.. All Board members were present. Members discussed administrative matters including complaints.

The Board may need to close some or all of this meeting to preserve the confidentiality mandated by the Ethics Code or as otherwise authorized by the State Open Meetings Act. Likewise, upon adjournment of the Open Session, the Board may reconvene for an Administrative Session to discuss non-public, administrative functions of the Board.

Review of Schedules and Agenda: Board member John McCauley's 4:00 pm departure

Approval of Written Minutes for the Administrative Session of the December 11, 2024 Board Meeting: The Board voted to approve the Written Minutes pending minor editorial redactions.

Staff Update: Director Amberger provided an update on training the new City Council members and their staff and on preparing the next financial disclosure for the calendar year 2024. He also provided an update on working with OIG IT on getting the new financial disclosure site up and running.

Officer Nayshonn Bond provided the following metrics for December on the Board staff's recent work:

- Help Desk
 - 32 help desk requests were received and resolved by Board staff in December.
 - 5 help desk requests were from lobbyists.
 - 5 help desk requests were concerning gift solicitation waivers.
 - 10 help desk requests were concerning financial disclosure statements.
 - 1 help desk requests were ethics inquiries.
 - 3 help desk requests were concerning the Ethics Training.
 - 8 help desk requests were administrative (question about deadlines, forms, etc).
 - 0 help desk requests were not within the Board's jurisdiction and were referred elsewhere.

- FY25 requests: 265
- Ethics Training
 - 59 people completed the Ethics Training in December.
 - FY25 attendees: 209
- Complaints
 - FY25 Complaints: 8
 - Open: 2
 - Dismissed: 6
- Secondary Employment Waivers
 - Waiver Requests: 0
 - FY25 Granted Waivers: 0
- Gift Solicitation Waivers
 - 0 gift solicitation waivers expired since the last board meeting.
 - FY25 Active Waivers: 21
 - FY25 Expired/Rescinded Waivers: 7
- Financial Disclosure Statements
 - Ethics Staff have sent a reminder to 2024 registered lobbyists to register for 2025 and that Annual reports are due by January 31st.
- Lobbying
 - Ethics Staff are preparing for the financial Disclosure season and have sent required filer spreadsheets to the different agencies/boards to update and send back by 1/2/2025.

Board member Sampson re-emphasized publicizing our metrics numbers to a wider audience.

Charitable/Governmental Gift Solicitation Waiver Application for Infrastructure Summit: The Mayor's Office of Infrastructure Development requested an extension of the period for the waiver due to delays in planning and major staff fluctuations. The Board approved the extension.

The Public Session adjourned at 2:54 pm.