

**City of Atlanta Board of Ethics Meeting
Minutes of February 15, 2018**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Board Chair Kate Wasch at 6:08 p.m. in Committee Room 1, 55 Trinity Avenue, Atlanta, Georgia 30303. Attending the meeting were board members Todd Gray, Nichola Hines, Gerry Neumark and Jessica Stern. Staff members Sherry H. Dawson, Janet Keene, Ibadapo Onabanjo, Carlos R. Santiago and Contract Investigator Larry Mason also attended. Ethics Officer, Jabu M. Sengova, was absent.

MINUTES

1. Mr. Gray moved to approve the minutes of the October 19, 2017 board meeting. The motion was seconded by Dr. Neumark and Ms. Stern abstained from the vote. The minutes were approved by the Board.
2. Ms. Stern moved to approve the minutes of the December 16, 2017 board retreat. The motion was seconded by Mr. Gray and unanimously approved by the Board.

ENFORCEMENT

3. In the Matter of Betty Roberts, CO-16-010

The Board conducted a probable cause hearing in Case Number CO-16-010 concerning Betty Roberts, a former City of Atlanta employee with the Department of Public Works. Neither Ms. Roberts nor her representative were present for the hearing. Mr. Santiago presented arguments to support a finding of probable cause that Ms. Roberts violated Section 2-811 of the Atlanta Code of Ethics when she used city vehicles and employees to take personal trips to get her hair and nails done on city time. Mr. Santiago presented the relevant facts of the case and argument for probable cause to be found on three counts. Following a brief discussion, Ms. Stern made a motion to find probable cause for Count 1: the use of city vehicles for private gain. The motion was seconded by Ms. Hines and unanimously approved by the Board. Mr. Gray made a motion to find probable cause for Count II: the use of city time for private gain. The motion was seconded by Dr. Neumark and unanimously approved by the Board. Ms. Hines made a motion to find probable cause for Count III: use of city labor for private gain. The motion was seconded by Ms. Stern and unanimously approved by the Board. The matter was set down for an enforcement hearing.

4. Report on Closed Cases

In the Matter of Tucker Hutmacher, CO-17-003

Mr. Santiago reported that after a thorough investigation into this matter, no Ethics violation was found and there had been no private gain. The Ethics Office issued a letter to Ms. Hutmacher outlining the concerns of the Ethics Office and advising her of the proper procedures to follow in the future and the case was closed.

In the Matter of Barbara Thomas, CO-17-004

Mr. Santiago reported that after a thorough investigation into this matter concerning the alleged repair of a non-city vehicle on city property, no ethics

violation was found. A letter was sent to Ms. Thomas advising her that no violation was found, however, it was important for employees to evaluate their conduct if their actions could create the appearance of impropriety.

In the Matter of the Mayor's Office of Communications, CO-17-005

Mr. Santiago reported that after a thorough investigation into the alleged use of city property for campaign related work, the Ethics Office determined there was no evidence that city property was used for private gain. The Ethics Office issued letters closing the matter and relaying concerns as to how the conduct of the Office of Communications may have raised an appearance of impropriety.

FINANCIAL DISCLOSURE

5. Report to Board on 2018 Filing Season

Ms. Dawson reported that the 2018 filing season begins on March 1, 2018. She reported that the number of required filers for 2018 has increased to 2911 from 2293 in 2017. Of the 2911 required to file, 2555 are employees and 356 are board members. These numbers may increase or decrease depending on changes the Office may implement during the filing season.

ETHICS OFFICER'S REPORT

6. Status Report on Activities Performed Under the Work Plan

Mr. Santiago reported on activities that support the Ethics Office Work Plan in the following areas: operations, training, advice, public education and outreach, investigation and enforcement actions, and financial disclosure.

7. FY18 Budget Report

Mr. Santiago reported that the Ethics Office was spending as budgeted for fiscal year 2018.

8. 2017 Annual Ethics Report

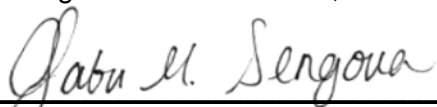
Mr. Santiago presented the 2017 Ethics Office Annual Report. He reported on the highlights in the following areas: Advice, Financial Disclosure, Investigations and Enforcement, Operations, Public Education and Outreach, and Training. Mr. Santiago stated that the Report on Advice includes trends for the past five years. The top two subjects for advice were Use of City Property and Travel.

PUBLIC COMMENTS

9. Robby Caban, Citizen

Ms. Caban requested an investigation into real estate matters in Southwest Atlanta which she believes were supported by her councilmember and not in the best interest of the citizens.

Having no further business, the meeting adjourned at 7:08 p.m.



Jabu M. Sengova, Ethics Officer
Approved March 15, 2018