

**City of Atlanta Governing Board of the Office of the Inspector General
Minutes of December 4, 2021 Board Retreat**

The 2021 winter retreat of the City of Atlanta Governing Board of the Office of the Inspector General was held at the State Bar of Georgia, 104 Marietta Street, Atlanta, Georgia, 30303.

Attending the retreat were:

- Board Members - Nichola Hines (Chair), Chris Gilmore (Vice Chair), Matt Grosvenor, Vic Hartman, Lisa Liang, Gerry Neumark, and Bing Wang
- Compliance Division - Shannon Manigault (Inspector General), Anthony Bennett (Deputy Inspector General), Roslynn Anderson, Marcellus Ball, Antonio Elera, Connie Gonzalez-Hood, Danika Key, Charmel Peterson, Mary Kathryn Sanders, and Jason Speights
- Independent Procurement (IPro) Division - Micheal Jones (Manager), Skyler Akins, and Garret Palmer
- Ethics Division - Jabu M. Sengova (Ethics Officer), Carlos R. Santiago (Deputy Ethics Officer), Sherry Dawson, Janet Keene, Ariyan Marshall, Larry Mason, Ibidapo Onabanjo, Portia Reeves, and Raymond Robinson
- Former board member and current board nominee Todd Gray

Board member Wesley Tharpe and staff member Ivy Williams were absent.

ETHICAL LENS EXERCISE AND ETHICS REFRESHER

Ms. Sengova reviewed and discussed key elements of the Ethics Code which included, conflicts of interest, confidential information, city property, and gift rules. Ms. Sengova also outlined ethical concerns surrounding the remote work environment.

Mr. Santiago facilitated an analysis of the Ethical Lens Inventory (ELI) exercise - an online assessment that examines ethical behavior in the workplace. Mr. Santiago discussed the characteristics of the four ethical lenses: results, responsibilities, relationship, and reputation. The Board and OIG Staff participated in small group sessions and analyzed and discussed a workplace scenario utilizing the ethical lens model as a guide.

COMPLIANCE GUIDANCE

Mr. Bennett provided an overview of the processes implemented in the Compliance Division regarding investigations and proactive reviews. He also reviewed potential allegations in determining fraudulent behavior, and sanctions and penalties that the Division can impose. Mr. Bennett provided specific examples of how the Governing Board would be involved in determining appropriate sanctions. Mr. Bennett reviewed case studies from other municipalities and facilitated discussion among Board members and staff.

INDEPENDENT PROCUREMENT REVIEW

Mr. Jones provided a review of the legislation supporting the functions of the Independent Procurement Review Division (IPro) which is currently staffed with four people. He outlined the IPro's recent findings, the value of the contracts IPro reviews, and the City's vulnerability to fraud. Mr. Jones discussed the resources at stake in the reviews and described weakness in the current procurement process due to IPro's authority to only review contracts valued at over one

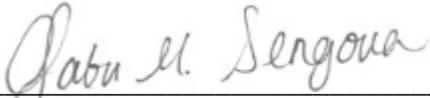
million dollars. Mr. Jones stated that he reports his findings directly to the Atlanta City Council to assist them in making contract approval decisions.

PROSPECTIVE LEGISLATIVE CHANGES

Ms. Manigault conducted a thorough review of the current legislation related to the Office of the Inspector General, its ability to obtain records, and its subpoena powers. She outlined sections of the Atlanta Charter that may have ambiguous terminology, and proposed modifications to clarify the ambiguity in the Charter and make consistent with similar legislation in other municipalities with Inspector General offices.

Ms. Sengova presented a proposed change to Section 8-104(b)(7) of the Ethics Code which currently provides that the seven major universities may “collectively nominate” one member of the Governing Board. The Ethics Division proposes a change to require a “simple majority to nominate” a member of the Governing Board. Ms. Sengova also discussed changes to the collection of sanctions imposed by the OIG.

Having no further business, the meeting adjourned.



Governing Board of the Office of the Inspector General
Approved January 20, 2022