

June 5, 2018
Ethics Commission Meeting Minutes
Louis L. Redding City/County Building
800 N. French Street
5th Floor Atrium Conference Room
Wilmington, DE 19801

Meeting was called to order by Mr. Hawkins, Vice Chair, at 4:08 p.m. The following people attended:

Commission Members – Members Denison Hatch, Jr., Frank Hawkins (Vice Chair), Katherine M. Klocko, Faith Meisinger-Petit, Melvin Phillips, and Charles H. Toliver, IV. A quorum was established.

Commission Chair, William D. Johnston, was not in attendance. Mr. Hawkins served as Acting Chair for the meeting.

City Solicitor's Office - William Larson, Javette Lane, and David Srinivasan.

Members of the public – None.

The minutes of the May 1, 2018 meeting were reviewed. It was properly moved by Mr. Hatch and seconded by Mr. Toliver to accept the minutes as written. Motion passed unanimously.

There were no communications.

Report of Committees

Ms. Meisinger-Petit, Chair, reported that the Futures Committee will meet the 3rd Tuesday of each month at 4 p.m., in the 5th Floor Atrium Conference Room. The meetings will be open to the public. A new email address is now available for public use – ethics@wilmingtonDE.gov, and will be posted on City webpage under the Ethics Commission tab. The Futures Committee has developed an FAQ document for the public. Once uploaded, this document will also be found on the City website under the Ethics Commission. Mr. Phillips moved, and Mr. Hatch seconded the approval of the new FAQ document with minor stylistic changes. Motion passed unanimously. Next steps include work on the City Code. The Law Department's intern, David Srinivasan, will work on this task with the Futures Committee.

Mr. Larson gave an update on the ongoing code review. The law department is assisting the Futures Committee by researching and gathering information on best practices related to ethics codes, financial disclosures, and confidentiality.

There was no unfinished or miscellaneous business.

At 4:30 p.m. it was properly moved by Mr. Toliver and seconded by Ms. Klocko to move the meeting to executive session. Motion passed unanimously.

It was properly moved by Mr. Hawkins and seconded by Mr. Hawkins, to end executive session and move the meeting back to public session at 5:14 p.m. Motion carried unanimously.

One employee waiver was granted during executive session for participation in the Home Repair Program.

The next meeting of the Ethics Commission will be Tuesday, July 10, 2018, 4 p.m., Louis L. Redding City/County Building, 5th Floor Atrium Conference Room.

It was properly moved by Mr. Phillips and seconded by Mrs. Meisinger-Petit to adjourn the meeting at 5:15 p.m. Motion passed unanimously.

Respectfully submitted,

Javette Lane