***City of Scranton***

 **Ethics Board**

 340 N. Washington Avenue

 Scranton, PA 18503

 Board Members: Stephanie Bressler, David Falchek,

 Kathryn Lafferty-Danner, Andrew LaZella, Harry McKay

 Solicitor: John M. Hart

**Meeting Minutes**

**Wednesday, January 19, 2022 @ 6:00 p.m.**

**Virtual Session Broadcast on ECTV**

1. **Call to Order**

Ethics Board Secretary Stephanie Bressler called the meeting to order at 6:00 p.m.

1. **Welcome and Roll Call**

The Board welcomed new Board Member Andrew LaZella. Secretary Bressler, Board Members Kate Lafferty-Danner, Andrew LaZella, Harry McKay, and Solicitor John Hart were in attendance and answered affirmatively to the roll call. Board Member David Falchek joined the meeting later.

1. **Reading and Approval of the Minutes of the December 15th meeting**

Board Member McKay made a motion to suspend the reading of and approve the minutes of the December 15th meeting. Board Member Lafferty-Danner seconded the motion. The motion passed.

1. **Reorganization/Election and Appointment of 2022 Board Officers**

Secretary Bressler outlined positions and briefly discussed responsibilities.

* 1. Chair, Vice Chair, Secretary

Secretary Bressler nominated Board Member Falchek for Chair and Board Member McKay seconded the nomination. Board Member Falchek was elected Chair by yes votes of the Board.

Secretary Bressler nominated Board Member Lafferty-Danner for Vice Chair and Board Member McKay seconded the nomination. Board Member Lafferty-Danner was elected Vice Chair by yes votes of the Board.

Board Chair Falchek made a motion to appoint Secretary Bressler to continue as Secretary and Board Member Lafferty-Danner seconded the motion. Secretary Bressler was re-appointed Secretary by yes votes of the Board.

* 1. Fiscal Officer

The Board decided not to appoint a Fiscal Officer for the year as Secretary Bressler agreed to monitor the budget and report expenditures to the Board.

* 1. Gift Subcommittee

The Board reached a consensus on the designation of Board Members McKay and LaZella to the Gift Subcommittee.

* 1. Solicitor

The Board agreed by unanimous consent to continue the appointment of John Hart as Board Solicitor.

1. **Reports**
	1. Solicitor’s Report
2. Pending Complaint

Solicitor Hart brought the Board up-to-date on the status of Complaint 20-001. He has not received any notification that the subject is requesting an Evidentiary Hearing. If the subject does not make this request, the Board will adopt the Investigative Officer’s Findings Report upon receipt of that report and consider applicable penalties. Solicitor Hart reviewed the complaint process for the Board, emphasizing the deliberate anonymity of the process up to this point.

Solicitor Hart informed the Board that Attorney Jamie Davis continues to monitor the Board’s P.O. Box for complaint submissions.

* 1. Secretary’s Report

Secretary Bressler reported that the City Law Department named a new liaison for boards and commissions. She is Brittani Michele-Hamer. She will assist the Board in setting up meeting rooms, updating the webpage, etc.

* 1. Finance Report
1. Payment of Investigative Officer’s Invoice

Secretary Bressler informed the Board that payment of the Investigative Officer’s invoice approved at the December meeting has not yet been paid as the Business Administrator’s office is awaiting completion of additional paperwork from the IO’s law firm.

The Board agreed that in the future Investigative Officers approved by the Board should be advised to register as a vendor with the City and submit invoices within 60 days of completing work.

* 1. Gift Subcommittee Report

Secretary Bressler informed the Board that no gift report forms were received since the last meeting.

1. **Other Business**
	1. Ethics Quick Guide

Board Member Lafferty-Danner has reviewed the Quick Guide and will propose a suggestion for a formatted Guide at the next meeting

Board Member McKay raised questions about making campaign contributions to already elected City officials. Secretary Bressler raised a related question about contributing to campaigns of City officials running for non-City elective offices. Solicitor Hart clarified that to avoid the perception of conflict of interest Board Members should not make contributions in either situation.

1. **Public Participation**

Secretary Bressler reported there were no questions or comments submitted by the public.

1. **Meeting Dates and Times for 2022**
	1. Next Meeting

The Board decided to hold meetings every other month on the third Wednesday of the month at 6:00 p.m. beginning March 16th.

1. **Adjournment**

Board Member McKay made a motion and Board Member LaZella seconded the motion to adjourn the meeting at 6:45 p.m. The motion passed.

**Respectfully submitted, Stephanie Bressler Board Secretary**