***City of Scranton***

 **Ethics Board**

 340 N. Washington Avenue

 Scranton, PA 18503

 Board Members: Stephanie Bressler, David Falchek,

 Kathryn Lafferty-Danner, Harry McKay, Andrew LaZella

 Solicitor: Jamie L. Davis

**Meeting Minutes**

**Wednesday, March 16, 2022 6:00 p.m.**

**Governors’ Room, Scranton City Hall**

1. **Call to Order**

Ethics Board Chair David Falchek called the meeting to order at 6:00 p.m.

1. **Welcome and Roll Call**

Board Chair Falchek welcomed new Solicitor Jamie Davis. Board Secretary Stephanie Bressler and Board Members Harry McKay and Andrew LaZella (via telephone) answered affirmatively to the roll call. Board Member Kate Lafferty-Danner was absent.

Board Chair Falchek made a motion to add an item to the agenda under Other Business to ratify an Advisory Opinion. Board Member McKay seconded the motion. The motion passed.

1. **Approval of the Minutes of the January 19, 2022, meeting**

Board Member McKay made a motion to suspend the reading of and approve the minutes of the January 19th meeting. Board Member LaZella seconded the motion. The motion passed.

1. **New Business**
	1. Appointment of Solicitor

Jamie Davis spoke to her interest in serving as Solicitor for the Ethics Board. She agrees to accept the fee set up for the previous Solicitor ($150/hour) and will prepare a contract reflecting this agreement for the City. She will continue to monitor the Board’s P.O. Box and will arrange for an independent review of any complaints received.

Board Secretary Bressler made a motion to appoint Jamie Davis as Board Solicitor. Board Member LaZella seconded the motion. The motion passed.

Board Secretary Bressler asked Solicitor Davis about the status of Complaint 20-001. Solicitor Davis advised the Board that the Ethics Code is unclear about whether the Board would receive the Investigative Officer’s Findings Report.

* 1. Secretary’s Report

Board Secretary Bressler reported that she was contacted by the City IT Department to determine if the Board needed renewal of a Zoom account. She advised the Department that the Board intended to hold in-person meetings, but might need to access a Zoom account pending future surges of the pandemic.

* 1. Finance Report

Board Secretary Bressler reported that she is awaiting confirmation from the City Business Administrator’s Office that payment of the Investigative Officer’s invoice for services has been made. She reminded Board Members to file their Statement of Financial Interests for 2021.

* 1. Gift Subcommittee Report

Board Members McKay and LaZella reported they have not received any gift reports since the last meeting.

1. **Other Business**
	1. Payment of Scranton Times-Tribune Invoice

Board Member McKay made a motion to approve payment of a Scranton Times-Tribune invoice for $76.92. Board Member LaZella seconded the motion. The motion passed.

* 1. Ratification of Advisory Opinion

Board Chair Falchek asked the Board to ratify the previously circulated Advisory Opinion written by former Solicitor John Hart. The Advisory Opinion concludes that there would not be a conflict of interest if the City Controller issued a check, upon direction of the Office of Economic and Community Development, to the Agency of Community Empowerment on whose board the Controller sits as the Controller has no influence or participation in OCED’s selection of ACE to receive this grant.

Board Secretary Bressler made a motion to ratify the Advisory Opinion and Board Member McKay seconded the motion. The motion passed.

Solicitor Davis distributed copies of the Advisory Opinion and will provide an electronic copy to Board Secretary Bressler to post on the Board’s webpage.

1. **Public Participation**

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

1. **Next Meeting: Wednesday, May 18, at 6:00 p.m.**

Board Chair Falchek confirmed the next meeting is scheduled for Wednesday, May 18, at 6:00 p.m.

1. **Adjournment**

Board Member McKay made a motion to adjourn the meeting at 6:40 p.m. and Board Member LaZella seconded the motion. The motion passed.

**Respectfully submitted, Stephanie Bressler Board Secretary**