***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. Schelling

**Meeting Minutes**

**Wednesday, May 18, 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 6:03 p.m.

1. **Welcome and Roll Call**

Board Chair Falchek welcomed the Board. Board Secretary Stephanie Bressler and Board Members Kate Lafferty-Danner, Harry McKay and Andrew LaZella answered affirmatively to the roll call.

1. **Approval of the Minutes of the March 16, 2022, regular meeting**

Board Member McKay made a motion to suspend the reading of and approve the minutes of the March 16th meeting. Board Member LaZella seconded the motion. The motion passed.

1. **New Business**
	1. Secretary’s Report

Board Secretary Bressler reported that she participated on a panel along with a member of Luzerne County Ethics Commission at the Center for Ethics and Excellence in Public Service conference at the University of Scranton. The Board expressed interest in developing a relationship with the Center. Board Chair Falchek suggested he would contact Julie Schumacher Cohen at the University to initiate a conversation about developing a relationship.

Board Secretary Bressler reminded the Board that the Ethics Code requires the Board review Statements of Financial Interests filed by City officials. Board Chair Falchek said he would review current SFIs.

Board Secretary Bressler suggested that the document How to Request an Advisory Opinion be updated to reflect the current Chair and Solicitor’s names and contact information. She will update the form for posting on the Board’s webpage.

* 1. Finance Report

Board Secretary Bressler reported Board expenditures this year include $3465 for Investigative Officer’s fees and $76.92 for a legal ad in the Scranton Times Tribune for a total of $3541.92.

* 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. Solicitor Invoice Attorney Hart

Board Secretary Bressler made a motion to approve payment of an invoice of $270 submitted by former Solicitor John Hart. Board Member McKay seconded the motion. The motion passed.

* 1. Solicitor Invoice Attorney Shelling

Board Member LaZella made a motion to approve payment of an invoice of $300 submitted by Solicitor Jamie Schelling. Board Member McKay seconded the motion. The motion passed.

* 1. Fee Agreement Attorney Schelling

Board Member McKay made a motion to approve a fee agreement submitted by Solicitor Jamie Schelling. Board Member Lafferty-Danner seconded the motion. The motion passed.

Solicitor Schelling reported that the Ethics Code is not clear about what happens if the subject of a complaint does not request an evidentiary hearing. She advised the Board that the Code does not proscribe developing a policy to respond to this omission, although the new policy could not be used retroactively to address Complaint 20-001. It was the consensus of the Board that Solicitor Schelling develop a draft policy to be considered by the Board.

* 1. Educational Duty of Board – Quick Guide

Board Secretary Bressler reviewed the Ethics Code’s requirement that the Board provide education to promote ethical conduct by City officials and employees and individuals and groups doing business with the City. Board Member Lafferty-Danner distributed an updated version of the Quick Guide to the Code previously considered by the Board. Board Member Lafferty-Danner will make further edits suggested by the Board and Board Secretary Bressler will explore the logistics for printing the Guide.

1. **Public Participation**

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

1. **Next Meeting: Wednesday, July 20, at 6:00 p.m.**

Board Chair Falchek confirmed the next meeting is scheduled for Wednesday, July 20, at 6:00 p.m.

1. **Adjournment**

Board Member LaZella made a motion to adjourn the meeting at 6:43 p.m. and Board Member Lafferty-Danner seconded the motion. The motion passed.

**Respectfully submitted, Stephanie Bressler Board Secretary**