

**City of Atlanta Board of Ethics Meeting
Minutes of March 20, 2014**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Chair Caroline Johnson Tanner at 6:05 p.m. in the City Council Committee Room 2, 55 Trinity Avenue, Atlanta, Georgia 30303. Attending the meeting were board members Brent Adams, De'Lonn Brown, Carol Snype Crawford, Shukura Ingram Millender, Kai Williamson and Kate Wasch. Staff members Nina R. Hickson, Jabu M. Sengova, and Sherry H. Dawson also attended.

MINUTES

1. Mr. Adams moved to approve the minutes of the February 20th board meeting which was seconded by Ms. Wasch and the Board unanimously adopted the minutes.

ENFORCEMENT ACTION

2. **CO-12-007. In the Matter of Michael Hopkins**

Ms. Hickson presented and recommended approval of a settlement agreement with NPU-X Vice-Chair, Michael Hopkins. Mr. Hopkins acknowledged that he accepted a thing of value from a prohibited source in violation of Section 2-817 when he took the trip to Wisconsin at the expense of the charter school which had previously sought and was given the support of the NPU-X; although the trip occurred after the support was given by the NPU. In lieu of a fine, Mr. Hopkins would participate in at least one training event conducted by the Ethics Office for either an NPU or APAB during which he would make a presentation about his experience as the subject of an Ethics Complaint and inform his colleagues about the applicability of the City's Code of Ethics to NPUs and their members. The Board accepted the settlement agreement on a motion from Mr. Adams and a second by Ms. Wasch; contingent upon signing of the agreement by Mr. Hopkins.

FINANCIAL DISCLOSURE

3. **Report to Board on 2014 Filing Season**

Ms. Hickson reported that the 2014 City Financial Disclosure Statement became available online as scheduled on March 3, 2014. The filing deadline is April 3, 2014 and the grace period ends on April 18, 2014.

ETHICS OFFICER'S REPORT

4. **Work Plan**

Ms. Hickson reported on activities that support the Ethics Office Work Plan in the following areas: operations, training, activities, advice, public education and outreach, investigation and enforcement actions, financial disclosure, and legislation and lobbying.

5. **FY14 Budget Report**

Ms. Hickson presented the approved FY14 budget which allocates \$344,729 in personnel expenses and \$58,832 in operating expenses for a total budget of \$403,561. She also reported that the Ethics Office was spending as budgeted for fiscal year 2014 and the budget process for fiscal year 2015 would begin in March.

6. **Discussion of Transparent Diamond Awards Ceremony**

Ms. Hickson proposed an alternate date to the Board for the annual ceremony. She recommended that the ceremony be conducted on Monday, June 2nd during the City Council meeting to create visibility and exposure of the ethics function. Following a brief discussion, Ms. Millender made a motion to move the ceremony to co-exist with the June 2nd proclamation Council meeting. The motion was seconded by Ms. Crawford and passed unanimously.

7. **Rescheduling of June 2014 Board Retreat**

The Board voted unanimously to move the summer retreat from Saturday, June 7th to Saturday June 14th on a motion from Mr. Adams which was seconded by Ms. Crawford.

Having no further business, the meeting adjourned at 6:33 p.m.



Jabu M. Sengova, Associate Ethics Officer
Approved May 15, 2014