

**City of Atlanta Board of Ethics Meeting
Minutes of January 19, 2017**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Board Chair Kate Wasch at 6:00 p.m. in Committee Room I, 55 Trinity Avenue, Atlanta, Georgia 30303. Attending the meeting were board members Brent Adams, Todd Gray, and Nichola Hines. Staff members Sherry H. Dawson, Carlos R. Santiago and Jabu M. Sengova also attended. Board members Riah Greathouse and Jessica Stern were absent.

MINUTES

1. Mr. Adams moved to approve the minutes of the November 17, 2016 board meeting. The motion was seconded by Ms. Hines and unanimously approved by the Board. Mr. Adams moved to approve the minutes of the December 3, 2016 board retreat. The motion was seconded by Ms. Hines and unanimously approved by the Board.

ENFORCEMENT

2. In the Matter of Vincent Bursey: CO-16-012

Mr. Santiago presented a proposed settlement agreement for Vincent Bursey, a Revenue Auditor for the City of Atlanta. The Ethics Office investigation found that Mr. Bursey misused city property and failed to disclose an outside business on his City Financial Disclosure Statement. The proposed agreement provided that Mr. Bursey pay the City of Atlanta a civil penalty of \$250, cease misusing city property, refrain from soliciting his outside business to city officials and employees, acknowledge that he violated the City's ethical standards and file an amendment to his 2016 financial disclosure statement. Mr. Adams moved to approve the settlement agreement as proposed. The motion was seconded by Mr. Gray and unanimously approved by the Board.

FINANCIAL DISCLOSURE

3. Report to Board on 2017 Filing Season

Ms. Dawson presented an overview of the 2017 Filing Season and reported that the number of required filers would significantly increase this year.

ETHICS OFFICER'S REPORT

4. Status Report on Activities performed under Work Plan

Ms. Sengova briefly outlined activities performed under the work plan. Ms. Sengova reported that she presented the Board's top priorities to Members of the Cabinet and discussed the progress of the Ethics E-learning training. She also reported that the Ethics Office met with the Finance Department Budget Division to discuss the FY 2018 budget process.

5. FY2017 Budget Report

Ms. Sengova reported that the Ethics Office was spending as projected for fiscal year 2017.

6. 2016 Annual Ethics Report

Ms. Sengova presented the 2016 Ethics Office Annual Report which has a new and more robust layout. She reported on the highlights of the Annual Report as follows: The 2016 financial disclosure season resulted in a 94% filing rate; the number of Integrity hotline calls has increased significantly due to promotion of the hotline; legislation concerning the financial disclosure and post-employment laws was approved and adopted; the annual lunch and learn series had continued; and there is an overall 13% increase in training. Ms. Sengova stated that the Report on Advice includes trends for the past five years. The top two subjects for advice continue to be Gratuities/Gifts and Conflicts of Interest.

Having no further business, the meeting adjourned at 6:23 p.m.



Jabu M. Sengova, Associate Ethics Officer
Approved February 16, 2017