

**City of Atlanta Governing Board of the
Office of the Inspector General and the Ethics Office
December 14, 2024
Governing Board Winter Retreat Minutes**

The 2024 winter retreat of the City of Atlanta Governing Board of the Office of the Inspector General (OIG) and the Ethics Office was held at the State Bar of Georgia, 104 Marietta Street, Atlanta, GA 30303.

Attending the retreat were:

- **Board Members:** Nichola Hines (Chair), Todd Gray (Vice-Chair), and Andrew Cohen, Rebecca Brubaker, Lisa Liang, Terri Simmons, Richard Taylor, Cecily Welch
- **Ethics Office:** Jabu Sengova (Ethics Officer), Carlos Santiago (Deputy Ethics Officer), Sherry Dawson, Raymond Robinson and Farrah Sims.
- **OIG:** Shannon Manigault (Inspector General), Bradford Garvey (Deputy Inspector General), Shelby Williams (Deputy Inspector General) and Felecia Henderson (Director of Information and Outreach).
- **Guest attendees:** Odie Donald, II (Chief of Staff), Peter Aman (Chief Strategy Officer), Office of the Mayor, Calvin Blackburn (Human Resources Commissioner), Amber Robinson (Special Council), Department of Law, Humeta Embry (Liaison Officer – Labor Relations) and Dave McClintock (Governmental Relations Chair - Association of Inspectors General).

OPENING REMARKS

Chair Hines opened the meeting and welcomed board members, staff and other attendees.

2024 OFFICE YEAR-END REPORT

OIG

Citing the performance metrics provided each board meeting and in the forthcoming annual report, Ms. Manigault provided a qualitative perspective for the OIG year in review. Ms. Manigault began by highlighting the accomplishments of the year. She observed the increased public awareness of the office and the office's work in anti-corruption trainings, investigations, and procurement reviews. Ms. Manigault described the increased scrutiny, appreciation, and effectiveness of IPro reviews, as reflected in commentary by a Council member during a recent Council meeting. Ms. Manigault turned to challenges faced by OIG and described: a lack of understanding of the work of offices of inspector general; a denial of access to City records; efforts to obstruct OIG investigations and a lack of responsiveness from the City to same; mayoral influence and interference regarding OIG operations; City rejection of investigative findings and recommendations; and efforts to discredit, demoralize, and distract OIG from its work. Ms. Manigault stated that these challenges impacted OIG's productivity for the year.

Ethics Office

Ms. Sengova provided a comprehensive year-end review of the status of the Ethics Office, highlighting key achievements and discussing challenges across various areas, including operations, training, public education, advice, enforcement and legislation. She reported successfully filling two positions in critical areas of the office. Notable mentions included the successful deployment of an ethics e-learning course with 90% completion rate, planned and executed the first Ethics Day, developed and launched the new audit automated system (Genie) as well as adding a social media account to increase visibility. Ongoing initiatives were discussed, encompassing expanded ethics training initiatives, branding for the Ethics Office, developing a strategy for ethics messaging, developing the Ethics Lunch and Learn Series, and increasing outreach engagement with employees to improve initiatives. Ms. Sengova shared her vision for 2025: highlighting updates and new developments of the e-file system, renovation of current office space, conducting FDS audits in the new automated system, procuring a case management system, and redesigning the ethics website. In response to violations of the Code of Ethics, Ms. Sengova reported that the office assessed \$33,095 in sanctions, continuing to demonstrate a commitment to upholding ethical standards.

TASKFORCE RECOMMENDATIONS DISCUSSION

Dave McClintock (Governmental Relations Chair - Association of Inspectors General), gave a broad overview on the oversight and legislation of an Inspector General Office. The Board and Mr. McClintock engaged in a lengthy and open dialog discussion regarding the taskforce recommendations, oversight recommendations and processes and procedural approach to a functional Inspector General Office.

POLICY/PROCEDURES & BYLAWS DISCUSSION

After a lengthy discussion about the Task Force Recommendations, the board members concluded that the discussion would continue electronically, with each member providing his/her feedback to the Chair. Chair Hines stated she will establish a submission deadline for which all board members' comments are to be submitted. Chair Hines stated all board members' comments received by the deadline will be combined into one document that will briefly be discussed and voted on at the next scheduled (January 16, 2025) Governing Board meeting.

Having no further business, the retreat concluded.

Governing Board of the Office of the Inspector General and the Ethics Office