

**City of Atlanta Board of Ethics Meeting
Minutes of July 19, 2018**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Board Chair Kate Wasch at 6:23 p.m. in Committee Room 1, 55 Trinity Avenue, Atlanta, Georgia 30303. Attending the meeting were Board Members Mecca Anderson, Todd Gray, Nichola Hines and Gerry Neumark. Ethics Officer, Jabu M. Sengova, and Staff Members, Carlos R. Santiago and Janet R. Keene also attended. Board Member Jessica Stern and Staff Member Sherry Dawson were absent.

MINUTES

1. Mr. Gray moved to approve the minutes of the May 17, 2018 board meeting. Dr. Neumark seconded the motion and it was unanimously approved by the Board.

BOARD OPERATIONS

2. **Introduction and welcome of new board member, Mecca Anderson**
Ms. Wasch introduced Mecca Anderson, a trial attorney with the Cochran Firm and Certiorari Clerk for the Supreme Court of Georgia, appointed to the Board of Ethics by the Gate City Bar Association. Ms. Anderson replaces Riah Greathouse.
3. **Presentment of Resolution for former Board Vice Chair, Brent Adams**
Ms. Wasch read a resolution acknowledging Brent Adams' many years of service to the Board of Ethics and thanked him for his conscientious service.

ENFORCEMENT

4. **In the Matter of Ryan Shepard, CO-18-002**

Mr. Santiago presented a settlement agreement for Ryan Shepard, a former City of Atlanta employee. The Ethics Office investigation found that Mr. Shepard violated Section 2-811 of the Ethics Code by submitting for and receiving reimbursement from the City in advance of travel for allowable and unallowable expenses, failing to provide supporting documentation to the Department of Finance within a reasonable time frame, and failing to reimburse the City for the difference between the advanced amount and the reconciled amount for expenses. Per the agreement, Mr. Shepard acknowledged that he violated the City's ethical standards, agreed to pay a civil penalty of \$500 and \$1,077.48 in reimbursement to the City. Following a discussion, Mr. Gray made a motion to approve the settlement agreement as presented. Ms. Hines seconded the motion and it carried with four votes. Dr. Neumark voted against the motion and there were zero abstentions.

FINANCIAL DISCLOSURE

5. **Update on Enforcement Efforts**
Mr. Santiago reported that the Ethics Office is preparing enforcement cases for persons currently listed on the Roll of Delinquent Filers for the 2018 Financial Disclosure Filing Season.

ETHICS OFFICER'S REPORT

6. Status report on activities performed under the Work Plan

Ms. Sengova reported on activities that support the Ethics Office Work Plan in the following areas: operations, training, advice, public education and outreach, investigations and enforcement actions, financial disclosure and electronic disclosure system.

7. FY18 Budget Report

Ms. Sengova reported that the FY 2018 budget year has come to an end and spending during the year was as budgeted.

8. FY19 Budget Report

Ms. Sengova reported that the FY 2019 budget has been approved and adopted by the Mayor and City Council and includes financial resources to hire additional staff members and contract with an independent investigator.

Having no further business, the meeting adjourned at 6:53 p.m.



Jabu M. Sengova, Ethics Officer
Approved October 18, 2018