

**City of Atlanta Governing Board of the Office of the Inspector General
November 17, 2022 Meeting Minutes**

The meeting of the City of Atlanta Governing Board of the Office of the Inspector General was called to order by Board Chair Nichola Hines at 6:00 p.m.

Attending the meeting were:

- Board Members Nichola Hines (Chair), Rebecca Brubaker, Todd Gray (Vice Chair), Lisa Liang, Gerry Neumark, Bing Wang and Cecily Welch;
- Compliance Division Staff Members Shannon Manigault (Inspector General), Anthony Bennett (Deputy Inspector General) and Matt Scofield;
- Ethics Division Staff Members Carlos R. Santiago (Deputy Ethics Officer), Sherry Dawson, Ibi Onabanjo and Raymond Robinson.

MINUTES

1. Ms. Liang moved to approve the minutes of the September 15, 2022 board meeting. The motion was seconded by Mr. Gray and unanimously approved by the Board.

BOARD OPERATIONS

2. Introduction of new Board Members

Ms. Hines introduced new Board Member Cecily Welch, nominated by the Georgia Society of CPAs.

ETHICS OFFICER'S REPORT

3. Status Report on Activities to Date

Mr. Santiago reported on activities that support the Ethics Division Work Plan in the following areas: operations, training, advice, public education and outreach, investigations and enforcement actions, financial disclosure and electronic filing system, and programs and active projects. He stated that the Ethics Division has released its Fall 2022 newsletter.

Mr. Santiago highlighted the build-out for the Ethics Division's additional office space, progress toward filling two vacant positions for the Ethics office, and recent conferences attended by Ethics staff members. He provided a status on the Ethics training course launched earlier this year with an 86% completion rate of the city's workforce. Mr. Santiago also reported on activity in the Integrity Line which has received 40 reports since the September board meeting.

Mr. Santiago concluded his report with an overview of the 2022 financial disclosure enforcement season. He stated that letters were sent to delinquent filers with decisions issued. He stated that the overall filing percentage rate is currently 93% for 2022.

4. FY23 Budget Report

Mr. Santiago reported that the Ethics Division is currently spending as budgeted for FY23.

INSPECTOR GENERAL'S REPORT

5. Status Report on Activities to Date - Compliance Division

Mr. Bennett presented a report on activities to date performed by the Office of the Inspector General, Compliance Division. He stated there have been 35 complaints received, which includes 29 active cases, and the division has closed three cases since the last board meeting. He provided a summary of each closed case including a nuisance abatement case, a campaign misconduct case, and a Covid relief fund case. He stated that all three cases were closed having found no further action required.

6. Status Report on Activities to Date – Office of the Inspector General

Ms. Manigault introduced new staff member, Matt Scofield, Director of Information and Outreach. Ms. Manigault presented a report on activities to date performed by the Office of the Inspector General in the areas of education and training, and she provided an overview of the office's public awareness campaign. Ms. Manigault further reported on hiring of two new investigation managers and stated that the office of the Inspector General is planning to retain two interns on staff year-round.

7. Status Report on Activities to Date – IPro Division

Ms. Manigault presented a report on activities to date performed by the Office of the Inspector General, Independent Procurement Division. She stated that there have been 23 solicitations reviews initiated, and reports issued. She stated that IPro reviewed 21 submissions during this time with 15 findings and an aggregate contract value of \$164,984,000. Ms. Manigault reported on the hiring of a performance auditor which will enable the office to perform discretionary reviews.

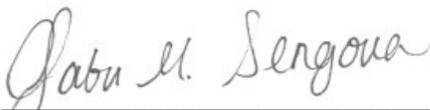
8. FY23 Budget Report

Ms. Manigault reported that the Compliance and Independent Procurement Review Divisions are spending as budgeted for FY23.

9. 22-O-1823

Ms. Manigault offered comments regarding current legislation being considered by the Finance and Executive Committee of the Atlanta City Council in which Section 8 of the Atlanta City Code would be modified to remove the Ethics Division from the Office of the Inspector General.

Having no further business, the meeting adjourned at 6:50 p.m.



Governing Board of the Office of the Inspector General
Approved January 19, 2023