



City of Tybee Island
P.O. Box 2749 – 403 Butler Avenue, Tybee Island, GA 31328
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**ETHICS COMMISSION MEETING
AGENDA**

October 13, 2020

4:00 pm at the Public Safety Building Conference Room

1. Call to Order
2. Roll Call
3. Minutes for Ethics Commission meeting on March 5, 2020
4. New Business:
 - Open Ethics Commission Position
 - Commission Members serving with 2021 Terms need to reapply with Jan LeViner, Clerk of Council, for their position if they so choose by December 1, 2020
 - Review and Discussion on pending Ethics Complaint (received April 6, 2020 and revised and received June 29, 2020 by Ethics Commission Chairman)
5. Possible Executive Session and reconvening of meeting
6. Old Business
 - Revision Approval for:
 - Check List for Complainant Letter
 - Respondent Letter
 - Complaint Policy and Procedures
7. Adjournment

Ethics Commission Minutes

Meeting March 5, 2020

Draft Minutes

Members Present: Ben Goggins, James McNaughton, Michael Pappas, Mark Reed, Frances Kay Strickland, and Zelda Tenenbaum

Members Absent:

Ex-Officos Present: Janice Elliott, Recording Clerk

Invited Guests: Mayor, Shirley Sessions

Swearing in of Officers:

Mayor Shirley Sessions administered the oath to Ben Goggins and James McNaughton

Roll:

Michael Pappas, called the meeting to order. Roll was taken. All members were present. There is still one opening that needs to be filled.

Election of Officers:

Called for nomination for Chairman – Ben Goggins nominated Michael Pappas. Zelda Tenenbaum seconded the motion. Motion carried – one abstention (Michael Pappas).

Called for nomination for Vice-Chairman – Frances Kay Strickland nominated Ben Goggins for Vice Chairman. Michael Pappas seconded the motion. Motion carried – one abstention (Ben Goggins).

Approval of Minutes:

Frances Kay Strickland made a motion for the January 15, 2020 meeting minutes to be approved with one correction – Mr. Reed was listed as present and absent. He was absent that day. Michael Pappas seconded. Minutes were approved.

Old Business:

Approval of the Informal Hearing Process – The Ethics Commission reviewed the Informal Hearing Process. The purpose of the process was the only change along with a few typos.

Purpose should read:

The purpose of this procedure is to allow each party to hear the other and determine if they can find common ground. This is an opportunity for the parties to resolve the issue themselves, through guidance from the Commission in the Informal Process.

Approval of the Complaint Policy Revision – The complaint policy was reviewed. In Section IV wording was changed to be consistent. Instead of informal conference, it was changed to informal hearing throughout that section. In the last sentence of that section the word “public” from “formal public hearing” was removed. The sentence should read:

If one or both parties advise the Commission that they do have additional evidence that they wish to present to the Commission, the Commission shall hold a formal hearing within forty-five (45) from the conclusion of the informal hearing.

Before the review of the Ethics Complaint Procedure and Check List for Complainant Letter, several members had to leave the meeting, due to other commitments.

Revision of the Check List for Complainant Letter

Will be reviewed at the next meeting.

New Business

Open Ethics Commission Position

Adjournment:

Meeting ended without a quorum. Another meeting to be established at a later date to finish reviewing the Ethics Complaint Procedure and Check List for Complainant Letter. Documents that are currently on the website will remain until the newer documents are approved by the Commission.

04/07/2020je