

**ETHICS REVIEW BOARD
MEETING MINUTES
WEDNESDAY, JUNE 28, 2023
Municipal Plaza “B” Room**

Ethics Members Present: Patrick Lang, Fred Campbell, Esther Gergen, George Hinojosa, Jr., Christy Woodward, Yvette Changuin Humble, James Reidy, Efrain Sosa, and Ron Van Kirk

Ethics Members Absent: Coda Rayo-Garza, and Roxana Vargas

Staff Present: Kevin Barthold, *City Auditor*; Debbie Racca-Sittre, *City Clerk*; Camila Kunau, *Assistant City Attorney*; Maria Perez, *Compliance Auditor*; and Sidney Smith, *Assistant City Attorney I*

CALL TO ORDER

Chairman Patrick Lang called the meeting to order at 6:03 pm.

ROLL CALL

City Clerk Debbie Racca-Sittre called the roll noting that a quorum was present.

Chair Lang welcomed new member James “Jim” Reidy.

1. Approval of the minutes of the Ethics Review Board Meeting of January 30, 2023.

Member Van Kirk moved to approve the minutes of the Ethics Review Board Meeting of January 30, 2023. Member Gergen seconded the motion. The motion carried unanimously by all present.

Public Comment.

No members of the public registered to speak.

2. Ethics Review Board 2022 Annual Report

City Auditor Kevin Barthold presented the 2022 ERB Annual Report.

Member Campbell moved to approve the Ethics Review Board 2022 Annual Report. Member Reidy seconded the motion. The motion carried unanimously by all present.

3. Recommendations to the Municipal Campaign Finance Codes.

Chair Lang opened the floor for discussion regarding the recommended amendments to the Municipal Campaign Finance Code. The following recommended amendments to the Municipal Campaign Finance Code were discussed and agreed upon:

Section	Justification	Amend
2-306 Copies of campaign bank account statements must be provided monthly to the City Clerk's Office by: <ul style="list-style-type: none"> • Candidates for Mayor or City Council • Office holders • Specific purpose political action committee (SPACs) 	Texas Election Code does not require the Local Filing Authority to maintain copies of bank account statements. Since these records may contain sensitive information such as the full bank account number, check copies, etc. it is recommended that this requirement be removed.	Remove requirement to provide copies of bank account statements to the City Clerk's Office.

Chair Lang requested information on next steps related to the updates to the Ethics Code and Municipal Campaign Finance Code.

City Auditor Barthold provided a summary of the ERB's recommended changes to the Ethics Code and Municipal Campaign Finance Code. Barthold said the recommendations would be taken to the City Council Governance Committee, then briefed to the full Council at a B Session, followed by an A Session where the changes would be voted on by the City Council.

Chair Lang asked if there were any other questions or discussions by the ERB members.

Member Reidy requested clarification on levels of staff that required disclosure as well as ethics related to contracting and procurement. He noted that some line staff in the Fire Department made decisions regarding contracts but were not required to complete disclosure forms. City Clerk and City Auditor said they would check with Human Resources on the employment classes that might be required to complete the Financial Disclosure Report.

Member Campbell noted that the ERBs role centered on Ethics Code and Municipal Campaign Finance Code and whether behavior of employees or elected officials might fall under the purview of the ERB. Chair Lang stated that the City Clerk received complaints often that were outside the jurisdiction of the ERB.

Auditor Perez reported that new training videos had been produced and provided to candidates and employees. Additionally, she and the City Attorney's Office provided training in person to staff, City boards, and councilmembers.

Member Reidy suggested that gift trips should be disclosed before the taking the trip. Assistant City Attorney Kunau noted that staff were required to get permission before traveling but it was not recommended to disclose travel in advance so that thieves would not target their homes.

NEXT MEETING

Chair Lang asked members to check their calendars for the next meeting and suggested meeting quarterly and as-needed.

ADJOURN

There being no executive session or further discussion, Chair Lang adjourned the meeting at 6:46 pm.

Patrick Lang, Chair

Respectfully Submitted,

Debbie Racca-Sittre, City Clerk