

BOARD OF ETHICS  
**Open Session Minutes**  
November 14, 2007- 3:25 p.m.  
740 North Sedgwick, Suite 500

**Board Members Present**

Alison Cooper Chisolm  
Michael F. Quirk  
Thomas McCarthy  
John L. Wilhelm, M.D.

Miguel A. Ruiz, Chair, Absent  
Mary Beth S. Robinson, Absent

**Staff Present**

Steven I. Berlin, Acting Executive Director  
Richard J. Superfine, Legal Counsel  
Briana Billingslea, Attorney-Investigator  
Edward Primer, Program Director  
Pally Casillas, Staff Assistant

After a quorum of Board members (Mary Beth Robinson and Miguel Ruiz, absent) assembled, the members present elected Michael Quirk to act as Chair *Pro Tem* for the November meeting of the Board of Ethics.

The Chair *Pro Tem* welcomed the new member, Alison Cooper Chisolm, to the Board.

**I. Approval of Minutes**

The Board VOTED 4-0 (Mary Beth S. Robinson and Miguel A. Ruiz, absent) to approve the Open Session minutes of the October 17, 2007 meeting.

**II. Chair's Report**

None.

**III. Acting Executive Director's Report**

**A. Education-Classes**

Since the last Board meeting, staff has conducted 1 regularly scheduled class for persons required to attend ethics training, on November 7. 19 attended.

There are currently 23 persons scheduled for November 21, 20 scheduled for December 5, and 27 scheduled for December 19.

At the request of the Building Commissioner, staff made 2 more ethics presentations (bringing the total to 6) to building inspectors and senior department staff on October 22 and 23. A total of 169 Building department employees have attended these 6 sessions.

At the request of the Director of OMP, this morning staff made a 60 minute presentation to 87 contractors of the Department.

At the request of the Mayor's Office of Protocol, staff will make a 45 minute presentation on November 16 to a visiting delegation of human resources officials from Shanghai, PRC.

At the request of the Mayor's Office of Protocol and U.S. Department of State, on November 27, staff will make a 45 minute presentation to a journalist from the Thailand Star Today newspaper.

**B. Mandatory Annual Ethics Education**

As of today at 12 p.m., the computer monitoring system shows that 35,038\* employees and 29 aldermen (approximately 95% of the City's workforce) have completed the 2007 on-line ethics training program.

\*This number could be higher as it does not include the most recent Chicago Fire Department completion via video.

Staff is beginning to prepare the 2008 programs.

**C. Statements of Financial Interests**

Currently there remain 6 employees and 1 appointed official who, despite having been found in violation of the Ordinance by the Board, have failed to file their 2006 Statements of Financial Interests by May 31, as required by law.

Of the employees found in violation of the Ordinance by the Board at the August meeting for failure to file their 2007 Statements of Financial Interests, all but 14 have filed. In closed session, staff will recommend that 3 cases be closed, and 1 be vacated.

Of the 11 Appointed Officials determined to have violated the Ordinance at the last meeting for failure to file their 2007 Statements of Financial Interests, all but 1 have filed. In closed session, staff will recommend that 1 of these cases be closed.

To date, staff has collected \$17,060 in late filing fees in 2007.

Staff continues to work closely with each department's ethics liaison or a senior manager to achieve 100% compliance with this requirement, and this past month has seen noted success.

Staff is in the process of redesigning the 2008 form to fit on an 11 x 14 legal size sheet of paper (using its newly acquired graphics software). This will allow the agency to have the forms folded by machine, thereby saving hundreds of hours in staff time.

**D. Campaign Financing**

As a result of questions posed to staff by several aldermen at the agency's budget hearing last month, staff sought and received approval from the Law and DOIT departments to post a link to the State Board of Elections' website on our agency's website. The State site allows users to search campaign contributions dating back to 1999 by contributor, elected official, candidate or authorized committee or date. The link was posted on October 30.

**E. Lobbyist Registration**

There are currently **570** lobbyists that have registered with the City for this year. Since the last meeting **1** lobbyist terminated its registration. To date, the office has deposited **\$126,000.00** in lobbyist registration fees with the Department of Revenue.

As the new lobbying year and registration cycle begins on January 20, staff will, on or about December 20, contact all currently registered lobbyists by email (or where necessary, by first class mail) reminding them of the January 20 deadlines. Staff will also post the 2008 forms on its website around December 20.

**F. Illinois Freedom of Information Act**

Since the last Board meeting, the office has received 11 requests under the Freedom of Information Act. One was for a lobbyist's forms; it resulted in 12 records being produced, and 10 were for Statements of Financial Interests. 7 of these were an appointed officials' forms; 4 were 9 for employees' forms. 53 records were produced in response.

Since the last meeting there have been 11 requests under the Freedom of Information Act for records kept by the Board.

1. This request was for TWENTY-FOUR forms. The forms were all lobbyist filings 2000-2007 for one lobbyist. Records for 2004-2007 were available, produced and copied.
2. This request was for EIGHT forms. It was a request for one appointed official's Statements of Financial Interests from 2000-2007. All records were available, produced and copied.
3. This request was for ONE form. It was a request for one employee's Statement of Financial Interests for 2003. All records were available, produced and copied.
4. This request was for EIGHT forms. It was a request for one employee's Statements of Financial Interests from 2000-2007. All records were available, produced and copied.
5. This request was for EIGHT forms. It was a request for one employee's Statements of Financial Interests from 2000-2007. All records were available, produced and copied.
6. This request was for EIGHT forms. It was a request for one employee's Statements of Financial Interests from 2000-2007. Records for 2006-2007 were available, produced and copied.
7. This request was for SEVEN forms. It was a request for one employee's Statements of Financial Interests from 2001-2007. Records for 2005-2007 were available, produced and copied.
8. This request was for SIX forms. It was a request for one appointed official's Statements of Financial Interests from 2002-2007. All records were available, produced and copied.
9. This request was for EIGHT forms. It was a request for one appointed official's Statements of Financial Interests from 2000-2007. All records were available, produced and copied.
10. This request was for EIGHT forms. It was a request for one appointed official's Statements of Financial Interests from 2000-2007. All records were available, produced and copied.

11. This request was for EIGHT forms. It was a request for one employee's Statements of Financial Interests from 2000-2007. The 2007 records were available, produced and copied.

#### **IV. Old Business**

##### **G. 2006-2007 Annual Report of the Board of Ethics**

The Board briefly discussed the final version of the Annual Report, and then VOTED 4-0 (Mary Beth Robinson and Miguel Ruiz, absent) to approve its publication, as amended.

#### **V. New Business**

##### **H. Employee Compensation Level for Requirement to File Statement of Financial Interests in 2008**

The Board reviewed staff's recommendation regarding the Governmental Ethics Ordinance-mandated increase in the rate requiring employee filing of a Statement of Financial Interests with the Board. The Board VOTED 4-0 (Mary Beth Robinson and Miguel Ruiz, absent) to approve the staff recommendation: the 2008 rate is \$73,550.00.

##### **I. Semi-Annual Review of the Confidentiality of Executive Session Minutes Under the Illinois Open Meetings Act**

It was announced that, during the executive session, Board members would conduct the semi-annual review of Board executive session minutes as required by the Illinois Open Meetings Act, and would reconvene in open session to confirm the Board's determination in executive session.

##### **J. Public Notice of 2007 Board of Ethics Meeting Schedule**

The Board considered staff's proposed 2008 schedule of regularly-scheduled Board of Ethics meetings. The Board then VOTED 4-0 (Mary Beth Robinson and Miguel Ruiz, absent) to approve the staff recommendation as follows:

Wednesday, January 16	Wednesday, July 16
Thursday, February 14	Wednesday, August 20
Wednesday, March 19	Wednesday, September 17
Wednesday, April 16	Wednesday, October 15
Wednesday, May 14	Wednesday, November 19
Wednesday, June 18	Wednesday, December 17

All meetings will be held at 3:00 p.m. at the Board of Ethics, 740 North Sedgwick, Suite 500, Chicago, Illinois 60610.

The Board VOTED 4-0 (Mary Beth Robinson and Miguel Ruiz, absent) to adjourn into Executive Session at 3:44 p.m. to review matters concerning the conduct of employees and officials of the City that could result in their discipline or dismissal, to review questions concerning matters of professional ethics and performance, to review matters in which litigation is ongoing, and/or to review matters in which the Board finds that litigation against or affecting the Board is probable or imminent.

**VI. New Business** (Reconvened)

**K. Semi-annual Review of the Confidentiality of Executive Session Minutes under the Illinois Open Meetings Act.**

At 4:45 p.m. the Board reconvened in open session to confirm its vote in Executive Session on the confidentiality of the Executive Session Minutes. The Board VOTED 4-0 (Mary Beth Robinson and Miguel Ruiz, Absent) to confirm that the Executive Session Minutes of the Board from August 1987 to November 2007 remain confidential, on the ground that the need for confidentiality still exists as to those minutes, with the exception of those that have already been made publicly available by vote of the Board.