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MM

July 26, 1999

CONFIDENTIAL

[John

outside employment

]

**Re: Case No. 99034.Q
Outside Employment**

Dear [John],

You are an assistant to the Commissioner in the Department of []. The Arizona Department of Human Services (ADHS) has sent a letter to your Commissioner requesting that you conduct a training session on the []Program", a program that you developed locally through the CAPS office, and nationally through the Partnership for a Walkable America. The program will take place on August 11-12, 1999, in Phoenix, AZ. The ADHS will reimburse you for your travel, lodging, and meal expenses up to a maximum of \$900.00. You stated that the ADHS will sign a contract with the City of Chicago for your services.¹ You said you will not receive an honorarium or any form of compensation other than the aforementioned reimbursement. You have discussed your participation in this program with your supervisor and the deputy commissioner of your Department, and have requested that you be allowed to attend the program on City time and receive City compensation for the two days you will be there.

Based on the facts presented and on previous Board decisions, Board staff concludes that the Ethics Ordinance does not prohibit you from using your personal vacation days to participate in this program or accepting reimbursements for airfare, hotel accommodations, and meals.

Staff's opinion is not necessarily dispositive of all issues relevant to this situation, but is based solely on the application of the City's Governmental Ethics Ordinance to the facts stated in this opinion. If the facts stated are incorrect or incomplete, please notify us immediately, as any change may alter our opinion. Other laws or rules also may apply to this situation. Be advised that City departments have the authority to adopt and enforce rules of conduct that may be more restrictive than the limitations imposed by the Ethics Ordinance.

Although you are not receiving an honorarium for your participation in the program, the internal bookkeeping procedures of the ADHS require a contract between the agency and outside speakers. You are a [foreign] citizen, and your work visa only allows you to work for the City of Chicago. Therefore, you requested, and the ADHS agreed, that the contract for your services be between the ADHS and the City of Chicago.



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We appreciate your inquiry and your concern to abide by the standards embodied in the Ethics Ordinance. We enclose a copy of the Ordinance for your convenience. If you have any further questions, please do not hesitate to contact us.

Very truly yours,

John H. Mathews
Attorney/Investigator

Approved by:

Dorothy J. Eng
Executive Director

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