

The Ethics Review Board
City of New Orleans

Ethics Review Board Executive Committee Meeting
Friday, March 9, 2007
2:00 p.m.
5509 Hurst Street

Present: Fr. Kevin Wildes, Rev. Cornelius Tilton and Elizabeth Nalty.

Chairman Wildes called the meeting to order at 2:05 p.m.

The committee reviewed the position announcement for the job of inspector general. This will be presented to the committee on March 23rd for approval.

Following this approval, advertisement for the position will be released immediately. All media sources will be contacted, including local, state and national as well as associations connected with inspector generals. It was requested that all African American links be contacted.

A list of advertising sources will be available for the Ethics Review Board's review.

The process for reviewing applications was discussed:

- 1) Deadline for submission – April 30;
- 2) Executive Committee previews applications and remove those not qualified;
- 3) Professional background check to be conducted on qualifying applicants;
- 4) Ethics Review Board Committee to review applications and come up with five top candidates for consideration.

Discussion was held on the policies and procedures of the Ethics Review Board. A draft of the By Laws will be presented to the Ethics Review Board at the March 23rd meeting.

Public Comments:

- 1) Must be related to agenda items and limited to issues constituting a vote;
- 2) Comments received at the end of the meeting and limited to three minutes, unless, requested by the board for more time;
- 3) Individuals seeking to comment must submit questions in writing thirty minutes prior to the meeting;
- 4) Invited guests are part of the agenda.

March 23rd meeting will go into Executive Session. This will be stated in the meeting announcement. Purpose is board training.

Dawn Segura, the attorney from City Hall assigned to the Ethics Review Board and David Marcello from the Public Law Center will be invited to attend and conduct the board training.

Agenda at opening of meeting:

- 1) Position Announcement;
- 2) By Law presentation of Draft

Executive Session Agenda:

- 1) Discussion of the state and city ethics codes and how they interrelate;
- 2) Discussion of open meeting laws;
- 3) Executive exception to open meetings;
- 4) General conflict of interest – necessary disclosure;
- 5) Political considerations;
- 6) Recusals;
- 7) Staffing issues – Ethics Review Board and Inspector General structure, salaries related to Inspector General's Office;
- 8) Meeting places and offices.

The inspector general job description must be developed after the position announcement is released.

Meeting adjourned, 3: 40 p.m.

Respectfully submitted,

Elizabeth S. Nalty