

**The Ethics Review Board
City of New Orleans**

**Tuesday
October 8, 2013
2:30 p.m.**

**3001 Gentilly Boulevard
Norman Mayer Library
New Orleans, Louisiana 70122**

Minutes

Present: Dr. Michael Cowan, Chair; James Brown, Vice Chair; Allen Miller, Secretary; Dr. Joe Ricks, Jr., Elizabeth Nalty, Howard Rodgers, III

Staff: Felicia R. Brown, Executive Director

Guests: Edouard Quatrevaux, Inspector General; Suzanne Wisdom, OIG General Counsel; Alaina Stewart, OIG IT Administrator
Ursula Price, Acting Deputy Director, Office of Independent Police Monitor

A quorum being present, the chair called the meeting to order at 2:31pm. Dr. Cowan welcomed and acknowledged the appointment of Howard Rodgers to the board. Mr. Brown moved to approve the minutes of August 20, 2013; a second was offered by Ms. Nalty; the motion passed unanimously.

The chair recognized Inspector General Edouard Quatrevaux. Mr. Quatrevaux enumerated the various reports issued by the OIG and indicated the internal process for development of the OIG's strategic plan. In response to inquiries raised by board members, he indicated the cooperative working relationship with the administration as well as with the New Orleans Aviation Board. In response to Mr. Rodgers' inquiry about the OIG's scheduled review of the Sewerage & Water Board, he explained its parameters. The IG further discussed the recent ruling regarding the OIG's jurisdiction with respect to Orleans Parish School Board (OPSB), noting OPSB would be meeting October 15 and would make a determination on how to proceed. He distinguished the relationship, through a cooperative endeavor agreement, that had been developed with the Recovery School District (RSD). Ms. Wisdom differentiated the receipt of federal funds by the RSD with regard to the school construction project. She and the IG confirmed that in the case of RSD federal entities have continuing oversight and accountability in the expenditure of federal funds in this regard.

A discussion ensued regarding the OIG-ERB Information Technology Policy. In an exchange between the executive director and Ms. Stewart, it was agreed that a provision would be included regarding VPN (Virtual Private Network). In response to the chair's inquiry about the application of the policy to the executive director only, she clarified that the policy applied to computer usage and that the general counsel does make use of a computer issued by the ERB. Ms. Wisdom further noted the policy is a proposal, and the ERB may develop its own protocols in this regard.

Mr. Miller recommended the board defer consideration of the policy, including the addition of any provisions based on the discussion.

The chair recognized Ursula Price, acting deputy director for the Office of the Independent Police Monitor. Ms. Price noted Ms. Hutson's participation in the meeting of International Law Enforcement Auditors Association (ILEAA); Ms. Hutson currently serves as secretary of the organization. She provided an overview of the OIPM's outreach (including identifying various local community groups and previous discussions with Crimestoppers), intervention, and data collection. She explained OIPM's use of volunteers, primarily law students and lawyers, and most recently undergraduates, noting a particular desire to identify students from local HBCUs. She also discussed the safeguards that are in place with regard to training and oversight of volunteers. She noted the receipt of grant funding (\$100,000) from the Department of Justice to support the Community Police Mediation Project and efforts to secure additional financial support in this regard. In response to Mr. Miller's inquiry, she explained the OIPM's role with respect to critical incidents.

The board reconsidered the annual compensation for the Inspector General. Mr. Brown moved that the board approve Mr. Quatrevaux's salary at Step 9 at a compensation level of \$186,158.3458; a discussion ensued as follows: Mr. Brown reiterated his support for rewarding the IG for his work and the OIG's future efforts; he contrasted the Step 9 level with the rate approved by the board at 3.5% during the August board meeting. Dr. Cowan and Ms. Nalty expressed their support of compensation at this level as well. Dr. Ricks and Mr. Miller expressed concern with respect to a salary increase at Step 9, with Dr. Ricks specifically noting his reservations of an increase beyond 3%, especially in the current climate and in the board's exercise of its fiduciary responsibilities, as well as the recent transfer of ERB funds to offset the OIG's budget deficit. In response to a question raised by Mr. Rodgers, the chair indicated the IG had communicated to him that OIG staff would receive salary increases between 2.5% - 5%. Dr. Ricks noted his exception to the chair's characterization of the board's consideration of the IG's salary increase. Dr. Ricks recommended, in the future, the board should obtain the step increases and corresponding salary amounts before its deliberations. The chair indicated this was the first time for this process; however, the executive director stated the city's practice of increases based on steps was in place when the board considered previous salary increases for the IG. The motion was approved by 4 votes in favor (Brown, Nalty, Cowan, and Rodgers) and two votes opposed (Ricks and Miller).

The board considered the reappointment of Herschel Abbott to the OIG Quality Assurance Review Advisory Committee. Mr. Miller moved to reappoint Mr. Herschel Abbott at the ERB's appointee to the OIG Quality Assurance Review Advisory Committee; a second was offered by Mr. Rodgers. The motion passed unanimously.

A discussion ensued with respect to the COGEL conference, with the chair and Ms. Nalty expressing the limits of its offering, as well as the chair's indication of his submission of a proposal to the organization with respect to conference offerings. In response to inquiries and comments, the executive director noted COGEL's challenge of serving the diverse interests of its members, as well as the primary focus on ethics enforcement rather than ethics education. She indicated the identification of one association which addresses the interests of corporate compliance officers and noted it did not appear appropriate within local government ethics. The

executive director will share the link to the COGEL site should board members wish to review information contained there.

The chair indicated Judy Nadler would offer training October 28-31 to the New Orleans Redevelopment Authority, French Market Corporation, along with Safety and Permits; Ms. Nalty suggested the consultant meet with the board during her visit. There was an inquiry about the board's observation of training; the chair indicated he would contact the consultant to inquire about the board's participation. The chair indicated the extension of the contract is to allow Judy Nadler to complete her work with the board early next year and that she would return to the city in January 2014 to conduct training with two additional boards. Mr. Miller moved to extend the professional services contract with Judy Nadler through February 15, 2014; Dr. Ricks offered a second and the motion passed unanimously.

A discussion ensued with regard to the 2014 proposed budget; the executive director indicated changes from the working group's budget developed in May 2013 and those reflected in the October 2 version. She confirmed the board would have \$30,000 for ethics education and explained that Dr. Frampton had proposed the use of the category "Ethics Education Fees" for ancillary costs for Ethics Education Programming, in response to Dr. Cowan's question regarding the designation for the category and total funds for ethics education. There was also discussion about the longevity increase for Mr. Scheckman, which will take effect in November 2014, as well as the change in the category for copy machine and maintenance. The executive director explained Mr. Eger's role within the OIG (as office manager) and his interface to the ERB, in response to the chair's comments. Mr. Brown moved for approval of the ERB 2014 proposed budget (provided as an attachment to the minutes); a second was offered by Ms. Nalty. The motion passed unanimously.

At 4:01pm, Mr. Miller moved that the board recess into executive session; Ms. Nalty offered a second. The motion was approved unanimously.

At 4:06pm, Mr. Miller moved that the board resume the open meeting; Dr. Ricks offered a second; the motion passed unanimously.

At 4:06pm, Mr. Brown moved that the meeting adjourn and Mr. Miller seconded; all were in favor and the motion passed unanimously.