



**ERB**  
ETHICS REVIEW BOARD

**Ethics Review Board for the City of New Orleans**

**Board Meeting of October 28, 2019 at 3:30 P.M.**

**4140 Canal Street, New Orleans, Louisiana 70119**

**Minutes**

1. *Call to Order.*
  - 1.1. Board members present:
    - 1.1.1. James Brown.
    - 1.1.2. Elizabeth Livingston de Calderon.
    - 1.1.3. Joe Ricks (Chair).
    - 1.1.4. Howard Rodgers.
    - 1.1.5. Board member absent:
      - 1.1.5.1. Michael Cowan.
      - 1.1.5.2. Monique Gougisha.
  - 1.2. Staff member present: Dane S. Ciolino, Executive Administrator and General Counsel.
  - 1.3. At 3:40 p.m., the Chair declared that a quorum of the board was present and commenced the meeting.
  - 1.4. The agenda for the meeting is attached.
2. *Approval of the Minutes.* The Board unanimously approved the minutes for the September 23, 2019, Board Meeting. Ms. Calderon abstained from voting because she was not present at the September meeting.

3. *Discussion of Monthly Report of the Office of Inspector General.*
  - 3.1. The Office of the Inspector General did not attend the board meeting.
4. *Discussion of Monthly Report of the Office of the Independent Police Monitor.*
  - 4.1. Susan Hutson appeared for the OIPM.
  - 4.2. Ms. Hutson reported that “complaints are up,” and that her office is “very busy.”
  - 4.3. The number of disciplinary hearings is “down,” but they will increase toward year end. She noted that the crane collapse at the Hard Rock site had caused some delays in hearing.
  - 4.4. Mr. Rodgers asked about the recent shooting involving an officer. Ms. Hutson responded that her office did not go to the scene because it involved the Levee Board and Probation—not the NOPD.
  - 4.5. There were no questions about “the numbers” in the report. Mr. Brown noted that public awareness of the office’s activities was increasing, which was a good thing.
  - 4.6. Ms. Calderon asked about the mediation program. Ms. Hutson responded that her office receives a lot of complaints, but that it does not have jurisdiction over all of them. She noted that she would be happy to expand her mediation program to have jurisdiction over more, but that would necessitate an increase in her budget among other things.
  - 4.7. Mr. Rodgers asked whether the OIPM could collaborate more with the School Board. Ms. Hutson responded that she is in “preliminary discussions” to do that.
  - 4.8. Mr. Ricks asked about the name for the OIPM’s community seminars. He suggested that the name should reflect that they address both the rights and responsibilities of citizens.
  - 4.9. Mr. Ricks expressed concern that there needs to be “benchmarking” of data relevant to the OIPM’s work. He also asked whether there existed data from other comparable cities. Ms. Hutson agreed to look into this and report back.
  - 4.10. Ms. Calderon asked whether the OIPM was still looking for a statistician. Ms. Hutson responded that she is looking to coordinate more with the data center for the NOPD.
  - 4.11. Ms. Hutson reported that she was recently elected to be the president of NACOLE, a national association that is looking to implement standards. At present, all offices are different.

- 4.12. Ms. Hutson noted that her office is scheduled for a peer review in 2020. The board asked her to provide recommendations for peer-review evaluators in December.
5. *Report of the Ethics Trainer.*
  - 5.1. Ms. Hackett appeared before the board.
  - 5.2. Ms. Hackett explained the monthly report (attached).
  - 5.3. Ms. Hackett noted that she will do specialized training in procurement.
  - 5.4. Mr. Ricks asked Ms. Hackett to get specific issues that city employees want to address in trainings. The board noted that she cannot provide legal advice—just general legal information.
  - 5.5. Ms. Hackett said that she suggests that employees contact the state ethics board with specific questions.
  - 5.6. Ms. Hackett noted that she will soon train the mayor’s staff with information tailored to its mission.
  - 5.7. Ms. Hackett reported that she recently trained approximately 14 people with the law department.
  - 5.8. Mr. Ricks emphasized the importance of training on fundamental ethics principles first, and specific information thereafter.
  - 5.9. Mr. Brown moved, and Mr. Rodgers seconded, a motion to extend Ms. Hackett’s training contract for one additional year for \$65,000, which includes \$15,000 more compensation than provided for in the last contract extension. This additional compensation will cover additional trainings. The motion carried with a unanimous vote.
  - 5.10. Ms. Hackett’s current contract expires in October 2020. The board will have to do an RFP.
  - 5.11. Ms. Calderon asked Ms. Hackett to include new tasks and responsibilities in the “pipeline” report each month.
  - 5.12. Mr. Brown asked whether Ms. Hackett had trained Safety and Permits. She responded “yes,” and that there was “lots of turn out.”
6. *Report of the Executive Administrator and General Counsel.*
  - 6.1. Mr. Ciolino reported that no new complaints were received.
  - 6.2. Mr. Ciolino reported on the status of approvals for payment to Ms. Hackett.

6.3. Mr. Ciolino and the board discussed the need for a replacement for Brandin Boutin from Dillard. Mr. Ricks reported that he reached out to Dillard. He noted that it would be ideal to have a replacement with auditing experience.

7. *Awards Program.*

7.1. Mr. Ricks reported that he had no Torch Award nominations to recommend to the board.

7.2. Mr. Ricks noted that there will be three recipients of the Ethics Liaison awards from the following offices: Orleans Parish Juvenile Court; the New Orleans Redevelopment Authority; and, EMS.

7.3. The awards luncheon is tentatively scheduled for December 13, 2019. Mr. Ciolino is attempting to secure procurement department approvals for it.

8. *Adjournment.*

8.1. A motion was made to adjourn the meeting. The motion was seconded.

8.2. The Board unanimously voted to adjourn.

8.3. The meeting was adjourned at 4:49 p.m.

\* END \*