



**MINUTES OF ETHICS REVIEW COMMISSION MEETING
October 11, 2011**

CALL TO ORDER

The Commission came to order at 6:07pm. Present: Henson, Hafiz, Kaplan, McCormick, Ruiz, Sassin. Absent: Price

1. CITIZEN COMMUNICATION: GENERAL

No citizens present for citizen communication.

2. APPROVAL OF MINUTES FROM JULY 12 MEETING

Motion by Sassin, second by Henson with noted spelling correction; motion passed 6-0.

3. NEW BUSINESS

A. Introduction of new members

All Commissioners introduced themselves.

B. Discussion and possible action re: election of Board Chair

Motion by Sassin, second by McCormick to reappoint Jim Henson as Chair and place a vice-chair item on the next regular agenda; motion passed 6-0.

C. Discussion and possible action re: assessment of certain campaign finance and financial forms for purposes of making revisions

Commissioners proposed revisions to the travel form currently provided for purposes of Council travel. Motion by Sassin to approve form with proposed revisions, second by Kaplan; motion passed 6-0. Commissioners also discussed the complaint form currently provided for purposes of alleged violations of the City Code. Commissioners left this form pending.

4. DISCUSSION OF FUTURE AGENDA ITEMS & RELATED HOUSEKEEPING MATTERS, INCLUDING SETTING DATES FOR FUTURE MEETINGS

Discussion regarding previously tabled Statement of Financial Information matter; Commissioners chose not to schedule this item. Discussion regarding previously tabled city code conflict of interest matter; Commissioners requested update with no action. Discussion of 2012 meeting schedule; Commissioners chose the third Tuesday of the first month of each quarter. Commissioners requested that discussion of candidate forum planning be on the next agenda.

ADJOURNMENT

The Commission adjourned at 7:08pm.