



# City of Tacoma

## Board of Ethics Minutes

Tacoma Municipal Building North  
733 Market Street  
City Clerk's Conference Room 12

**May 2, 2016**

**6:30 PM**

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### SPECIAL MEETING

#### 1. Call to Order

The special meeting was called to order at 6:30 p.m.

**Board Members Present:** 4 – Joseph Atkinson, Linda Batway, Ohad Lowy, William Siems

**Staff Members Present:** 2 – Martha Lantz, Deputy City Attorney, and Doris Sorum,  
City Clerk

Mr. Atkinson called on Board Members for introductions and background information.

#### 2. Election of a Chair for the Board of Ethics

Mr. Atkinson stated the first order of business is to elect a Chair of the Board of Ethics to replace Sean Armentrout, whose position on the Board has expired. Deputy City Attorney Lantz reviewed the procedures regarding the election of Chair and Vice Chair.

**MOTION: Mr. Siems moved to nominate Joe Atkinson as the Chair of the Board of Ethics.**

**SECONDED BY: Mr. Lowy.**

Mr. Atkinson provided information on his background, qualifications, and experience on the Board of the Ethics. There were no further other nominations.

**MOTION: Mr. Lowy moved to close nominations.**

**SECONDED BY: Ms. Batway.**

**ACTION: Voice vote was taken and carried. The motion was declared adopted.**

**Ayes:** 4 – Atkinson, Batway, Lowy, and Siems

**ACTION: Voice vote was taken and carried on the election of Mr. Atkinson as Chair of the Board of Ethics. The motion was declared adopted.**

**Ayes:** 4 – Atkinson, Batway, Lowy, and Siems

### **3. Election of a Vice Chair for the Board of Ethics**

**MOTION:** Chair Atkinson moved to nominate Mr. Siems as the Vice Chair of the Board of Ethics.

**SECONDED BY:** Mr. Lowy.

Mr. Siems provided information regarding his background, qualifications, and experience on the Board of Ethics. Mr. Atkinson asked for any other nominations. There were none.

**MOTION:** Mr. Lowy moved to close nominations.

**SECONDED BY:** Seconded by Mr. Siems.

**ACTION:** Voice vote was taken and carried. The motion was declared adopted.

**Ayes:** 4 – Atkinson, Batway, Lowy, and Siems

**ACTION:** Voice vote was taken and carried on the election of Mr. Siems as Vice Chair of the Board of Ethics. The motion was declared adopted.

**Ayes:** 4 – Atkinson, Batway, Lowy, and Siems

Discussion ensued regarding the vacant position and process for filling that position.

### **4. Approval of the minutes of April 8, 2015, April 29, 2015, and August 6, 2015.**

**MOTION:** Mr. Siems moved to approve the minutes of April 8, 2015.

**SECONDED BY:** Mr. Lowy.

**ACTION:** Voice vote was taken and carried. The motion was declared adopted.

**Ayes:** 4 – Atkinson, Batway, Lowy, and Siems

**Abstain:** 1 - Batway

**MOTION:** Mr. Siems moved to approve the minutes of April 29, 2015.

**SECONDED BY:** Mr. Lowy.

**ACTION:** Voice vote was taken and carried. The motion was declared adopted.

**Ayes:** 4 – Atkinson, Batway, Lowy, and Siems

**MOTION:** Mr. Siems moved to approve the minutes of August 6, 2015.

**SECONDED BY:** Mr. Lowy.

**ACTION:** Voice vote was taken and carried. The motion was declared adopted.

**Ayes:** 4 – Atkinson, Batway, Lowy, and Siems

## 5. Open Government Training Act and Ethics Training

Ms. Lantz stated all Committees, Boards, and Commissions will be trained at least once every four years on open meetings, open records, and ethics. She provided training on the Washington State Open Public Meetings Act (OPMA), including who the OPMA applies to, exemptions and/or exceptions, the presence of a quorum, the definition of action, subcommittees, requirements for regular and special meetings, email, conversations in a shared environment and by telephone, and penalties for violation of the OPMA.

Ms. Lantz further provided training on the Public Records Act (PRA), including background information and history; who the PRA applies to; requirements to retain, search, and produce public records; the definition of a record, including different types and formats of records; storing and producing records; and public disclosure requests; and penalties for violation of the PRA.

Ms. Lantz further provided training on the retention, responsibility, and the managing of public records. She concluded with a review of the City of Tacoma Code of Ethics, including the purpose of the Code, who is bound by the Code, prohibited conduct, financial conflict of interest, and the process for ethics violations and covered officials.

Discussion ensued regarding the information presented.

## 6. Complaint No. 2016-002 – Mayor Strickland

Chair Atkinson introduced Complaint No. 2016-002 against Mayor Marilyn Strickland, and called on Ms. Lantz to advise the Board on the process for this complaint.

Ms. Lantz outlined the complaint, stating it was received on March 22, 2016 and filed by Claudia Riedener in the form of an email sent to City Attorney Elizabeth Pauli.

**Chair Atkinson stated the Board would convene to Closed Session pursuant to RCW 42.30.140(2), to receive legal advice relating to a quasi-judicial matter between the named parties, and to deliberate regarding complaint No. 2016-002.**

The Board convened to Closed Session at 7:09 p.m. Deputy City Attorney Lantz and City Clerk Sorum were present.

The Closed Session concluded and the special meeting reconvened at 7:59 p.m.

Chair Atkinson stated that after deliberation in Closed Session the Board determined that Complaint No. 2016-002 is dismissed according to Tacoma Municipal Code 1.46.045.F.2(a), as the complaint does not allege facts which, if presumed true, are sufficient to constitute a violation of the Code of Ethics.

Speaking before the Board of Ethics:

1. Claudia Riedener
2. LaDonna Robertson

## 7. Adjournment

There being no further business, the special meeting was adjourned at 8:05 p.m.

  
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Joseph Atkinson, Chair

  
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Doris Sorum, City Clerk