



# City of Tacoma

## Board of Ethics Minutes

Dial: 253-215-8782 Meeting ID: 812 0798 5165  
Webinar Link: <https://www.zoom.us/j/81207985165> Passcode: 944127

**January 12, 2022**

**6:30 PM**

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### 1. CALL TO ORDER

The meeting was called to order at 6:31 p.m.

**Board Members Present:** 5 – Katie Baird, Steve Krupa, Ohad Lowy, Chelsea McElroy, and Diane Tilstra

**Staff Members Present:** 3 – Charles Lee, Deputy City Attorney; Doris Sorum, City Clerk; and Susan Haigh, Records Manager

### 2. BOARD MEMBER AND STAFF INTRODUCTIONS

Chair Lowy welcomed the Board's new members, Steve Krupa and Diane Tilstra. Board Members and staff members introduced themselves.

### 3. ELECTION OF OFFICERS

Chair Lowy stated that the Board of Ethics elects a Chair and a Vice Chair annually.

Discussion ensued regarding the positions and nominations.

**MOTION: Board Member Baird moved to re-elect Ohad Lowy as Chair of the Board of Ethics for the year 2022.**

**SECONDED BY: Board Member McElroy.**

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

**Ayes:** 5 – Baird, Krupa, Lowy, McElroy, and Tilstra

**MOTION: Chair Lowy moved to elect Chelsea McElroy Vice Chair of the Board of Ethics for the year 2023.**

**SECONDED BY: Board Member Krupa.**

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

**Ayes:** 5 – Baird, Krupa, Lowy, McElroy, and Tilstra

#### **4. APPROVAL OF THE MINUTES OF THE JANUARY 13, 2021, MEETING**

**MOTION:** Chair Lowy moved to approve the minutes of the January 13, 2021, meeting.

**SECONDED BY:** Board Member Baird.

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

**Ayes:** 5 – Baird, Krupa, Lowy, McElroy, and Tilstra

#### **5. BOARD OF ETHICS ANNUAL REPORT DISCUSSION**

Charles Lee, Deputy City Attorney, City Attorney's Office, reviewed the 2020 Annual Report, including the Board's obligations as outlined in the Tacoma Municipal Code, a summary of decisions of the prior year, and the Board's published opinions, which are also posted to the City website.

Discussion ensued regarding the regular meeting schedule and special meetings, the process for reviewing complaints, the Board's administrative procedures and Tacoma Municipal Code Chapter 1.46.

#### **6. OTHER BUSINESS**

Mr. Lee stated that there are no complaints for review at this time, and suggested that the Board consider reviewing its administrative rules and procedures, complete the Open Government Training Act requirements within 90 days of taking office.

Discussion ensued regarding the complaint process, customer service and opportunities to educate the public, transparency, training and open public meetings requirements, future meetings, welcoming new members, and information available online.

#### **7. ADJOURNMENT**

Upon proper motion, the meeting was adjourned at 6:57 p.m.



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Ohad Lowy, Chair



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Doris Sorum, City Clerk