



# City of Tacoma

## Board of Ethics Minutes

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

**October 12, 2016**  
**6:30 PM**

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### 1. Call to Order

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

**Board Members Present:** 4 – Joseph Atkinson, Linda Batway, William Siems, Tony Warfield.

**Absent:** 1 – Ohad Lowy

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

### 2. Approval of the minutes of May 2, 2016

Board Members reviewed and noted corrections to the minutes.

**MOTION: Ms. Batway moved to approve the minutes of May 2, 2016.**

**SECONDED BY: Mr. Warfield.**

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

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

**Absent:** 1 – Lowy

### 3. Proposed amendments to Tacoma Municipal Code Section 1.46.030 relating to the definition of remote interest

Ms. Lantz reviewed proposed amendments to Tacoma Municipal Code (TMC) Section 1.46.030, by request of the Board, to clarify potential financial conflicts of interest regarding immediate family members, including adding “immediate family” in the definition of remote interest, clarifying and adding language to exceptions, and defining “immediate family” for this section of the TMC.

Discussion ensued regarding financial benefits and remote interest, definitions and applications of the term “immediate family” and dependents, use of these terms elsewhere in the TMC, suggested revisions, next steps to take proposed amendments to the City Council for consideration, and previous amendments to the Ethics Code.

**MOTION: Mr. Warfield moved to forward the proposed amendments to the Government Performance and Finance Committee for consideration.**

**SECONDED BY: Ms. Batway**

Discussion ensued regarding specific items to be forwarded for review.

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

**Ayes:** 3 – Atkinson, Batway, and Siems

**Absent:** 1 – Lowy

**Abstain:** 1 – Warfield

#### **4. Review of the draft informational pamphlet**

Chair Atkinson reviewed the draft information prepared by staff.

Discussion ensued regarding the format of the pamphlet, providing it with complaint forms and posting it on the City website, staff communications with complainants, and suggested revisions and language.

Discussion continued regarding various topics including best practices, examples from other agencies, the function and explanation of executive sessions, resources, online complaints through the City's "311" service, and anonymous complaints.

#### **5. Adjournment**

There being no further business, the meeting was adjourned at 7:30 p.m.

  
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Joseph Atkinson, Chair

  
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Doris Sorum, City Clerk