



City of Tacoma

Board of Ethics Minutes

Tacoma Municipal Building, 747 Market Street, Tacoma, WA 98402
Conference Room 220-A

Dial: 253-215-8782 Meeting ID: 894 9617 1192

Webinar Link: www.zoom.us/j/89496171192 Passcode: 896569

Wednesday, January 11, 2023 – 4:30 p.m.

SPECIAL MEETING

1. Call to Order

Vice Chair Tilstra called the special meeting to order at 4:30 p.m.

2. Roll Call

Board Members Present: 4 – Chelsea McElroy, Diane Tilstra, MarcusAntonio Gunn, and Joe Lopez

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

Board Members McElroy and Tilstra and Deputy City Attorney Charles Lee participated virtually.

3. Board Member and Staff Introductions

Vice Chair Tilstra introduced new board members Gunn and Lopez. Board Members and staff provided introductions.

4. Election of Officers

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

Discussion ensued regarding nominations, and the duties of the Chair and Vice Chair.

MOTION: Board Member McElroy moved to elect Board Member Gunn as Chair of the Board of Ethics for the year 2023.

SECONDED BY: Vice Chair Tilstra.

Public comment was taken. No individuals addressed the Board of Ethics.

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

Ayes: 4 – Gunn, Lopez, McElroy, Tilstra

MOTION: Board Member Tilstra moved to elect Board Member McElroy as Vice Chair of the Board of Ethics for the year 2023.

SECONDED BY: Board Member Lopez.

Public comment was taken. No individuals addressed the Board of Ethics.

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

Ayes: 4 – Gunn, Lopez, McElroy, Tilstra

5. Approval of the minutes of the January 12, 2022, meeting

MOTION: Chair Gunn moved to approve the minutes of the January 12, 2022, meeting.

SECONDED BY: Board Member McElroy.

Public comment was taken. No individuals addressed the Board of Ethics.

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

Ayes: 4 – Gunn, Lopez, McElroy, Tilstra

6. Annual Report Discussion

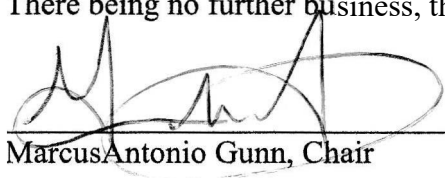
Charles Lee, Deputy City Attorney, City Attorney's Office, presented the Board of Ethics annual report process, including review of the Ethics Code in Chapter 1.46 of the Tacoma Municipal Code, the Board's administrative procedures, complaint intake and review processes, staff's role, and the requirement to file an annual report to the City Council.


Discussion ensued regarding the Ethics Code; Open Government Trainings Act requirements for Board Members, noting public records and public meetings; legal review; Board decisions about whether to review complaints; and communications to Board Members.

Discussion continued regarding scheduling future meetings, Board Member availability, in-person and virtual attendance, changing the Board's regular meeting time to 4:30 p.m. moving forward, and the current Board Member vacancy.

7. Adjournment

There being no further business, the special meeting was adjourned at 5:08 p.m.



Marcus Antonio Gunn, Chair

for
Doris Sorum, City Clerk