

Memorandum



CITY OF DALLAS

DATE January 15, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **ETHICS ADVISORY COMMISSION 2018 ANNUAL REPORT**

In accordance with Dallas City Code Chapter 8, Section 8-1.1, the Ethics Advisory Commission is submitting its Annual Report of the Commission's activities for your review.


John Rogers, Chair
Ethics Advisory Commission

c: T.C. Broadnax, City Manager
Biliera Johnson, City Secretary



CITY OF DALLAS

ETHICS ADVISORY COMMISSION

2018

ANNUAL REPORT

**ETHICS ADVISORY COMMISSION
2018 ANNUAL REPORT**

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TAB 1

COMMISSIONERS

The Ethics Advisory Commission is composed of seven members appointed by the full City Council. At each biennial appointment, the Mayor determines the interview method for all nominees submitted for consideration (i.e., interview by full City Council, a City Council Committee, or Ad-Hoc Committee established for this purpose).

Current Members	Position	Member as of	Current Status	Terms Served
John N. Rogers, Chair	4	10/09/15	Reappointed 09/06/17	1
Royce B. West, II, Vice-Chair	5	03/30/17	Reappointed 11/01/17	0
Paul D. Castillo	1	04/17/18	Appointed 04/11/18	0
Scott Shirley	2	12/22/17	Appointed 12/06/17	0
Eileen F. Rosenblum	3	04/12/17	Reappointed 10/11/17	0
William M. Coleman	6	08/17/18	Appointed 08/01/18	0
Pam Gerber	7	11/06/15	Reappointed 09/06/17	1

OTHER COMMISSIONERS SERVING IN 2018

Commissioner	Position	Original Appointment Date	Current Status
Deborah Watkins	1	06/26/15	Resigned 03/19/18
B. Celestino Carreon	6	09/27/17	Resigned 06/07/18

**2018
ETHICS ADVISORY COMMISSION
COMMISSIONER ATTENDANCE LOG**

2018 MEETING DATES	PLACE	1/16/2018 REGULAR MEETING	4/17/2018 REGULAR MEETING	7/17/2018 REGULAR MEETING	10/16/2018 REGULAR MEETING
Deborah Watkins (RESIGNED 3/19/18)	01	A			
Paul Castillo	01		P	P	P
Scott Shirley	02	P	P	P	A
Eileen Rosenblum	03	P	P	P	P
John Rogers	04	P	P	P	P
Royce West, II	05	A	P	A	A
B. Celestino Carreon (RESIGNED 6/07/18)	06	A	A		
William Coleman	06				P
Pam Gerber	07	P	P	A	P

LEGEND: A=ABSENT, P=PRESENT, V=VACANT, T=TERM ENDED, R=REPLACED/RESIGNED

TAB 2

MISSION STATEMENT

The Ethics Advisory Commission is an advisory body having the jurisdiction to review and make findings concerning any alleged violation of Chapter 12A (Code of Ethics) of the Dallas City Code. It can make findings concerning any persons subject to the provisions of the Code, including but not limited to current city officials and employees, former city officials and employees and persons doing business with the city. Complaints must be filed within one year after the date of the alleged violation(s).

The Ethics Advisory Commission has the power to:

- (1) Establish, amend, and rescind rules and procedures governing its own internal organization and operations in a manner and form consistent with this article.
- (2) Meet as often as necessary to fulfill its responsibilities.
- (3) Request from the city manager through the city council the appointment of such staff as is necessary to carry out the duties of the commission.
- (4) Review, index, maintain on file, and dispose of sworn complaints.
- (5) Make findings of fact as necessary for the disposition of a complaint.
- (6) Make notifications, extend deadlines, and conduct investigations of violations within the jurisdiction of the Ethics Advisory Commission.
- (7) Advise and make recommendations to the city council concerning the city's ethics code and ethics policies.
- (8) Make determinations that complaints are frivolous, make findings of facts, and sanction persons who file frivolous complaints.
- (9) Such other powers as are specifically granted in this chapter or by the city council.

[Dallas City Code, Chapter 12A, Section 25(c)]

TAB 3

ACCOMPLISHMENTS

Plain Language Guide:

The Ethics Advisory Commission, in conjunction with the City Attorneys' Office, created a Plain Language Guide to provide the citizens of Dallas with a condensed, easy to understand version of the Code of Ethics.

Mock Ethics Training:

The Ethics Advisory Commission conducted a mock ethics complaint hearing for the purpose of training Commissioners on how to handle ethics complaints.

Biannual Online Ethics Training:

2018 was the first-year city-wide ethics training was conducted. The training was primarily available on-line for employees who have computer access and for those who do not have computer access, the training was proctored by supervisors/managers and the Ethics Officer.

12,881 Total Employees Trained

12,336 Permanent Employees (full and part time)

882 Temps, Contractors, Reserve Officers, Seasonal and Interns

Complaint Activity:

The Ethics Advisory Commission met as a body four times this year (see Tab 1). The City Secretary's Office received nine ethics complaints for the year. A Preliminary Panel of the Ethics Advisory Commission met to hear complaints eight times, one complaint was abandoned by the complainant (see Tab 4).

Future Goals:

The Ethics Advisory Commission will continue to emphasize education and training as integral parts to an effective city ethics program as a means of achieving an ethical climate. The Ethics Advisory Commission will also continue to identify and explore avenues for the promotion of a healthy ethical culture throughout city government.

TAB 4

COMPLAINTS PROCESSED

DATE FILED	COMPLAINANT	RESPONDENT(S)	DATE HEARD	STATUS/OUTCOME
2/22/18	Claudia Fowler	Kevin Felder Councilmember	3/23/18	Dismissed by Preliminary Panel. Based upon the evidence submitted, the complaint failed to state a claim and was not supported by just cause under Chapter 12A Dallas City Code (Code of Ethics)
3/13/18	Queen Janata Montgomery	Kevin Felder Councilmember	4/06/18	Dismissed by Preliminary Panel. Based upon the evidence submitted, the complaint failed to state a claim and was not supported by just cause under Chapter 12A Dallas City Code (Code of Ethics)
3/28/18	Sandra Crenshaw	Kevin Felder Councilmember	4/17/18	Dismissed by Preliminary Panel. Based upon the evidence submitted, the complaint failed to state a claim and was not supported by just cause under Chapter 12A Dallas City Code (Code of Ethics)
4/06/18	Sandra Crenshaw	Donald Payton Landmark Commissioner	5/01/18	Preliminary Panel determined respondent may have violated 12A-16 and based upon that violation the complaint was supported by just cause, and recommended it be referred to the Ethics Advisory Commission for hearing and review. 05/25/18 the EAC met for Evidentiary Hearing and voted unanimously to dismiss complaint because there was not a violation of the Code of Ethics and the allegation was not supported by clear and convincing evidence.
5/15/18	City Auditor's Office, Fraud, Waste and Abuse Services	Rickey D. Callahan Councilmember	6/01/18	Dismissed by Preliminary Panel. Based upon the evidence submitted, the complaint failed to state a claim and was not supported by just cause under Chapter 12A Dallas City Code (Code of Ethics)
10/03/18	Sandra Crenshaw	Vernesha Cathey Council Assistant	N/A	Complaint abandoned
10/03/18	City Auditor's Office, Fraud, Waste and Abuse Services	Lee M. Kleinman Councilmember	11/07/18	Dismissed by Preliminary Panel. Based upon the evidence submitted, the complaint failed to state a claim and was not supported by just cause under Chapter 12A Dallas City Code (Code of Ethics)
10/03/18	City Auditor's Office, Fraud, Waste and Abuse Services	Michael S. Rawlings Mayor	11/07/18	Dismissed by Preliminary Panel. Based upon the evidence submitted, the complaint failed to state a claim and was not supported by just cause under Chapter 12A Dallas City Code (Code of Ethics)

