



**MINUTES OF ETHICS REVIEW COMMISSION MEETING  
October 11, 2011**

**CALL TO ORDER**

The Commission came to order at 6:07pm. Present: Henson, Hafiz, Kaplan, McCormick, Ruiz, Sassin. Absent: Price

**1. CITIZEN COMMUNICATION: GENERAL**

No citizens present for citizen communication.

**2. APPROVAL OF MINUTES FROM JULY 12 MEETING**

Motion by Sassin, second by Henson with noted spelling correction; motion passed 6-0.

**3. NEW BUSINESS**

**A. Introduction of new members**

All Commissioners introduced themselves.

**B. Discussion and possible action re: election of Board Chair**

Motion by Sassin, second by McCormick to reappoint Jim Henson as Chair and place a vice-chair item on the next regular agenda; motion passed 6-0.

**C. Discussion and possible action re: assessment of certain campaign finance and financial forms for purposes of making revisions**

Commissioners proposed revisions to the travel form currently provided for purposes of Council travel. Motion by Sassin to approve form with proposed revisions, second by Kaplan; motion passed 6-0. Commissioners also discussed the complaint form currently provided for purposes of alleged violations of the City Code. Commissioners left this form pending.

**4. DISCUSSION OF FUTURE AGENDA ITEMS & RELATED HOUSEKEEPING MATTERS, INCLUDING SETTING DATES FOR FUTURE MEETINGS**

Discussion regarding previously tabled Statement of Financial Information matter; Commissioners chose not to schedule this item. Discussion regarding previously tabled city code conflict of interest matter; Commissioners requested update with no action. Discussion of 2012 meeting schedule; Commissioners chose the third Tuesday of the first month of each quarter. Commissioners requested that discussion of candidate forum planning be on the next agenda.

**ADJOURNMENT**

The Commission adjourned at 7:08pm.