



BOARD OF ETHICS

City of Arts & Innovation

TO: BOARD OF ETHICS MEMBERS DATE: JULY 7, 2022

FROM: CITY CLERK'S OFFICE WARDS: ALL

SUBJECT: CONSIDER WHETHER ABSENCES OF CHAIR STAHOVICH AND VICE CHAIR KEEN FROM JUNE 2, 2022 AND MAY 5, 2022 MEETINGS SHOULD BE RECORDED AS EXCUSED OR UNEXCUSED ABSENCES

ISSUE:

Determine whether the absences of Chair Stahovich and Vice Chair Keen on June 2, 2022, and May 5, 2022, should be recorded as excused or unexcused absences.

RECOMMENDATIONS:

That the Board of Ethics:

1. Determine the absence of Chair Stahovich from Board of Ethics meeting on May 5, 2022, be excused; and
2. Determine the absence of Vice Chair Keen from Board of Ethics meeting on June 2, 2022, be excused.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23618, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

During the meeting of May 5, 2022, eight (8) Board members were present and one (1) Board member was absent. During the Board of Ethics meeting on June 2, 2022, eight (8) Board members were present and one (1) Board member was absent. The Board of Ethics is a nine (9) seat member body, and five (5) members must be present to call the meeting to order.

Staff was advised in advance that Chair Stahovich was unable to attend the meeting of May 5, 2022.

Staff was advised in advance that Vice Chair Keen was unable to attend the meeting of June 2, 2022.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Christiana Kalawa, Deputy City Clerk
Approved by: Donesia Gause, City Clerk
Approved as to form: Phaedra A. Norton, City Attorney