

**Ethics Committee**  
**Thursday, October 15, 2020**  
**Virtual, GoToMeeting**  
**Draft Minutes**

Members Present: John DeWolf (Chair), James Raynor, Jamie Lang-Rodean, & Suzanne Singer Bansal

Staff Present: Holly Schaefer & Noelle Shepard

Mr. DeWolf called the meeting to order at 4:05 p.m.

I. PUBLIC COMMENT

None

II. APPROVAL OF MINUTES

John DeWolf asked that the first bullet under “2020 Regular Schedule Meeting” be corrected to “The Board confirmed that they will meet quarterly on the third Thursday of the month at 4:30pm.” James Raynor made the motion to approve the minutes from October 17, 2019 with John DeWolf’s correction. Suzanne Singer Bansal seconded the motion. All in favor, the motion passed.

III. HOUSE KEEPING ITEMS

- 2021 Regular Meeting Schedule
  - The Board confirmed that they will meet quarterly on the third Thursday of the month at 4:00 pm. The dates of the meetings were determined to be January 21, 2021; April 15, 2021; July 15, 2021; and October 21, 2021. James Raynor motioned to approve the 2021 meeting schedule, and Jamie Lang-Rodean seconded. All in favor, motion passed.
- Selection of Chair, Vice Chair, & Secretary for November 2020 through October 2021
  - James Raynor motioned to have the Board maintain John DeWolf as chair, Saul Nesselroth as vice chair and Jamie Lang-Rodean as secretary for the period of November 2020 through October 2021. The motion was seconded by Suzanne Singer Bansal. All in favor, motioned passed.
- FY 2019-2020 Annual Report
  - John DeWolf provided the update that the annual report had been drafted and read the “Accomplishments for FY 2019/2020” section of the report to the Board. DeWolf asked that the second bullet under “Accomplishments” be corrected to state “Due to the COVID-19 pandemic, the Ethics Board did not hold their regularly scheduled meetings with the exception of October 15, 2020.” James Raynor made a motion to accept the draft Annual Report after corrections. Jamie Lang-Rodean seconded the motion. Motion passed unanimously.

ADJOURNEMENT

James Raynor moved to adjourn the meeting at 4:16pm. The motion was seconded by Suzanne Singer Bansal. The motion passed unanimously.

Respectfully submitted,  
Noelle Shepard, Senior Human Resources Specialist