

**OFFICIAL MEETING MINUTES  
OF THE  
PALM BEACH COUNTY COMMISSION ON ETHICS  
PALM BEACH COUNTY, FLORIDA**

**MAY 4, 2017**

**THURSDAY  
1:30 P.M.**

**COMMISSION CHAMBERS  
GOVERNMENTAL CENTER**

- I. CALL TO ORDER**
- II. ROLL CALL**

**MEMBERS:**

Michael S. Kridel, Chair  
Clevis Headley, Vice Chair  
Michael F. Loffredo – Absent  
Judy M. Pierman  
Sarah L. Shullman

**STAFF:**

Mark E. Bannon, Commission on Ethics (COE) Executive Director  
Anthony C. Bennett, COE Chief Investigator  
Abigail Irizarry, COE Investigator I  
Christie E. Kelley, Esq., COE General Counsel  
Gina A. Levesque, COE Intake and Compliance Manager

**ADMINISTRATIVE STAFF:**

Victoria Torres, Minutes Clerk, Clerk & Comptroller's Office

- III. INTRODUCTORY REMARKS**
- IV. APPROVAL OF MINUTES FROM APRIL 6, 2017**

**MOTION to approve the April 6, 2017 minutes. Motion by Judy Pierman, seconded by Clevis Headley, and carried 4-0. Michael Loffredo absent.**

**V. PROPOSED ADVISORY OPINIONS (CONSENT AGENDA)**

**V.a. RQO 17-004**

General Counsel Christie Kelley stated that:

- Mayor Burdick was asked to serve as an Executive Champion of Achieve Palm Beach County (Achieve).
- Achieve was a non-profit organization that did not have a formal board of directors; however it had executive champions who provided guidance and oversight.
- Mayor Burdick had asked what prohibitions of the Code of Ethics would apply to her if she served in her private capacity to fundraise on behalf of Achieve.
- Since the executive champions were fulfilling the same functions as a board of director, Mayor Burdick would be prohibited from using her official position as the Mayor of the Board of County Commissioners to participate in any fundraising efforts.
- In addition, if anything came before the BCC that would give a special financial benefit to Achieve, the mayor would have to disclose publicly the nature of the conflict, refrain from voting on or participating in the discussion, and file a state voting conflict form.
- In terms of fundraising, she would be prohibited from lending her name and official title to any efforts on behalf of the organization.
- Any solicitation in excess of \$100 from a county vendor or lobbyist would need to be logged under a charitable solicitation form and submitted to the Commission on Ethics within 30 days.

In response to Chair Kridel, Ms. Kelley clarified that Mayor Burdick could not use her official name to fundraise; however any solicitation would have to be under her personal name. She added that if the mayor wanted to use her official name or title, she could not serve as an executive champion.

**MOTION to approve the RQO 17-004. Motion by Clevis Headley, seconded by Sarah Shullman, and carried 4-0. Michael Loffredo absent.**

**VI. EXECUTIVE DIRECTOR COMMENTS**

**VI.a.**

**DISCUSSED:** Volunteer Advocates

COE Executive Director Mark Bannon stated that staff added two volunteers to the advocate list.

**VI.b.**

**DISCUSSED:** Trainings.

Mr. Bannon said that he and Ms. Kelley were conducting live trainings in the City of Riviera Beach. He added that staff had been attending municipal meetings to answer questions from official employees and presenting in front of private groups.

**VI.c.**

**DISCUSSED:** Reviewing the Ordinance.

Mr. Bannon said that staff was starting the process of reviewing the Code of Ethics lobbyist registration and post-employment ordinance to consider any potential changes and issues.

**VII. COMMISSION COMMENTS – None**

**VIII. PUBLIC COMMENTS – None**

**IX. ADJOURNMENT**

**At 1:43 p.m., the chair declared the meeting adjourned.**

APPROVED



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Chair/Vice Chair