

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

FEBRUARY 3, 2022

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

**COMMISSION CHAMBERS
WEISMAN GOVERNMENTAL CENTER**

I. CALL TO ORDER

II. ROLL CALL

MEMBERS:

Peter L. Cruise, Chair
Michael S. Kridel, Vice Chair
Carol E. A. DeGraffenreidt
Michael H. Kugler
Rodney G. Romano

STAFF:

Christie E. Kelley Esq., Commission on Ethics (COE) Executive Director
Mark A. Higgs, COE Investigator II
Abigail Irizarry, COE Investigator II
Gina A. Levesque, COE Intake and Compliance Manager

ADMINISTRATIVE STAFF:

Danielle Freeman, Deputy Clerk, Clerk of the Circuit Court & Comptroller's Office

III. INTRODUCTORY REMARKS – None

**IV. APPROVAL OF MINUTES FROM NOVEMBER 4, 2021, DECEMBER 2, 2021,
AND JANUARY 6, 2022.**

a. MOTION to approve the November 4, 2021 minutes. Motion by Michael Kugler, seconded by Rodney Romano, and carried 5-0.

b. MOTION to approve the December 2, 2021 minutes. Motion by Michael Kugler, seconded by Rodney Romano, and carried 5-0.

c. MOTION to approve the January 6, 2022 minutes. Motion by Michael Kugler, seconded by Rodney Romano, and carried 5-0.

V. STRATEGIC PLAN

Christie Kelley provided a PowerPoint presentation on the strategic plan as outlined in the slides. The COE's mission over the next 5 years included:

- Goals and strategies;
- Achievements and commendations; and
- Improvements that could be implemented overall.

Discussion ensued regarding resources to implement the strategic plan, hire an outreach specialist for community events, social media consultant, and updates on the general counsel position.

VI. DISCUSSION ON AMENDING COMMISSION ON ETHICS ORDINANCE REGARDING FICPA AS APPOINTING ENTITTY

Ms. Kelley stated that the Florida Institute of Certified Personal Accountant's (FICPA) that appointed Vice Chair Kridel was no longer an active organization, and a new entity would need to be appointed. She added the following:

- Staff continued to research similar entities that have a finance, accounting, or auditing background that could replace the FICPA. The two entities being considered, were:
 - The Palm Beach Chapter of Association of Certified Fraud Examiners (ACFE); and
 - The Palm Beach Chapter of the Florida Government Finance Officers Association (FGFOA)
- She spoke with the president of the ACFE and the organization was interested in serving as an appointing entity. However, she was in the process of meeting with a representative from FGFOA.
- The COE was asked to submit potential entity suggestions to Ms. Kelley by next week.
- A recommendation for an appointing entity would be submitted next month.
- Vice Chair Kridel's position would remain vacant for a couple of months until a new appointing entity was selected.

- A new review committee needed to be established, and the COE would provide 3 names to the BCC.
- Two previous appointees were interested in serving on the review committee again.

Responding to a question from the COE, Ms. Kelley said she spoke with the County Attorney's office and there were no provisions in place to extend the Vice Chair Kugler's time.

Commissioner DeGraffenreidt announced that she had accepted a new position in Jacksonville, Florida. She added that she was not certain if she had to be a Palm Beach County resident to continue serving on the board, but if it was possible, she would commit to coming to the meetings once a month.

Ms. Kelley stated that there wouldn't be any quorum issues if every member was in attendance.

MOTION to re-recommend Andrea McMillan and David Baker to the review committee. Motion made by Michael Kugler, seconded by Rodney Romano, and carried 5-0.

Commissioner Romano asked if a deadline could be implemented for establishing the review committee due to recent developments.

Commissioner DeGraffenreidt provided background on why she accepted the new job in Jacksonville, FL, and her commitment to the COE.

VII. PROCESSED ADVISORY OPINIONS (CONSENT AGENDA)

a. **RQO 22-001**

b. **RQO 22-002**

MOTION to approve the consent agenda. Motion made by Rodney Romano, seconded by Carol DeGraffenreidt.

Discussion ensued between Commissioner Kugler and Ms. Kelley regarding the conflict of interest outlined in the processed advisory opinion RQO 22-002, with the outcome being Mr. Dowdell resigned from his position on the McCurdy Senior Housing Board.

UPON CALL FOR A VOTE, the motion carried 5-0.

(CLERK'S NOTE: Chair Cruise inadvertently said Commissioner Rodney Romano seconded the motion instead of Commissioner DeGraffenreidt.)

VIII. ITEMS PULLED FROM CONSENT – None

IX. EXECUTIVE DIRECTOR COMMENTS- None

X. COMMISSIONER COMMENTS

A.

DISCUSSED: Committee Sentiments.

Chair Cruise and Commissioners Kugler, Romano, and DeGraffenreidt expressed their fond sentiments working with Vice Chair Kridel and hoped he could continue serving on the COE.

B.

DISCUSSED: Commendation.

Chair Cruise, Vice Chair Kridel and Commissioners Kugler, Romano, and DeGraffenreidt praised Ms. Kelley on the well written and user-friendly strategic plan.

C.

DISCUSSED: Expression of Gratitude.

Vice Chair Kridel expressed his gratitude to the staff of the commission for all their efforts. He added that he would be watching future meetings.

D.

DISCUSSED: Well Wishes.

Commissioner Romano conveyed his well wishes to Commissioner DeGraffenreidt on her new position and efforts to move closer to her sibling. He added that he hoped she could continue serving on the COE.

E.

DISCUSSED: 2022 Regional High School Ethics Bowl.

Chair Cruise thanked everyone in advance for their participation in the upcoming 2022 Regional High School Ethics Bowl at Florida Atlantic University on Saturday morning.

XI. PUBLIC COMMENTS

A.

DISCUSSED: Committee Sentiments.

Richard Radcliffe, Executive Director of the Palm Beach County League of Cities, said he would miss working with Commissioner DeGraffenreidt and Vice Chair Kridel if they were no longer able to serve on the COE.

B.

DISCUSSED: Committee Sentiments.

John Carey, Inspector General, said he would miss working with Commissioner DeGraffenreidt and Vice Chair Kridel if they were no longer able to serve on the COE.

C.

DISCUSSED: COE History.

Mr. Radcliffe provided some background on his time with the COE.

D.

DISCUSSED: Commendation.

Mr. Radcliffe and Mr. Carey commended Ms. Kelley on a well written strategic plan.

Chair Cruise congratulated Mr. Carey on the renewal of his term as Inspector General.

Chair Cruise asked if there would be a delay swearing in the re-appointing members.

Ms. Kelley confirmed that the swearing in for the reappointing members would take place next month without delay.

XII. ADJOURNMENT

At 2:07 p.m., the chair declared the meeting adjourned.

APPROVED:

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Chair/Vice Chair