

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

JULY 7, 2022

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

**COMMISSION CHAMBERS
WEISMAN GOVERNMENTAL CENTER**

MEMBERS:

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

STAFF:

Rhonda Giger, General Counsel
Mark A. Higgs, COE Investigator II
Abigail Irizarry, COE Investigator II
Christie E. Kelley, COE Director III
Gina A. Levesque, COE Intake and Compliance Manager

CLERK OF THE CIRCUIT COURT & COMPTROLLER'S OFFICE STAFF PRESENT:

Danielle Freeman, Deputy Clerk

I. CALL TO ORDER

The chair called the meeting to order at 1:31 p.m.

Chair Romano stated the roll call would take place after the swearing in.

(CLERK'S NOTE: The swearing-in took place at this time.)

IV. Swearing-in of Danielle Sherriff, by Chief Judge Glenn D. Kelley, 15th Judicial Circuit of Florida, to complete the term of Carol E.A. DeGraffenreidt, which ends 02/28/2024 (appointed by the Palm Beach County Association of Chiefs of Police)

(CLERK'S NOTE: The Pledge of Allegiance was performed at this time.)

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Cruise.

III. INTRODUCTORY REMARKS

Commissioner Sheriff said she looked forward to serving on the commission.

The commission welcomed Commissioner Sherriff to the COE committee.

(CLERK'S NOTE: The clerk called the roll at this time.)

V. ROLL CALL

Present Chair Rodney Romano, Vice Chair Michael H. Kugler,
Commissioner Peter Cruise, and Commissioner Sherriff

Absent Commissioner Michael S. Kridel

(CLERK'S NOTE: The original order of the agenda was restored at this time.)

VI. APPROVAL OF MINUTES

MOTION to approve the April 7, 2022 and May 5, 2022 minutes. Motion by Vice Chair Kugler, seconded by Commissioner Cruise, and carried 4-0.

VII. PROCESSED ADVISORY OPINIONS (CONSENT AGENDA)

a. RQO 22-011

b. RQO 22-012

c. RQO 22-013

d. RQO 22-014

e. RQO 22-015

MOTION to approve the consent agenda. Motion by Commissioner Cruise, seconded by Vice Chair Kugler, and carried 4-0.

VIII. ITEMS PULLED FROM CONSENT AGENDA

There were no items pulled from consent.

IV. EXECUTIVE DIRECTOR COMMENTS

Christie Kelley, Executive Director, made the following comments:

- Ms. Kelley congratulated Commissioner Sherriff and welcomed her to the commission.
- During the week of June 6, 2022, through June 10, 2022, staff successfully completed ten code of ethics trainings for the Town of Palm Beach. Additionally, the customer service satisfaction surveys regarding the COE's office performance were utilized during the training with satisfactory results. Staff would continue to use the feedback from the surveys for improvement.
- The education and communications coordinator position were still included in the proposed budget. The next budget workshop would be held on July 12, 2022.
- On July 6, 2022, Rhonda Giger, General Counsel, conducted her first live training on gift law issues for BCC staff. Ms. Kelley went on to say the training went well and Ms. Giger did a great job.
- Ms. Kelley congratulated Gina Levesque, Intake and Compliance Manager, on earning the certified fraud examiners credential from the Association of Fraud Examiners. Ms. Levesque was now a certified fraud examiner along with Investigators Abigail Irizarry and Mark Higgs.

Commissioner Cruise stated that two of his students who attend FAU sent him positive feedback on the training Ms. Kelley provided.

IX. COMMISSION COMMENTS

1. Commissioner Sherriff expressed gratitude to the commission for the privilege of serving on the COE committee. In addition, she gave a brief summation on her career background and stated that she looked forward to working with everyone.
2. Chair Romano and Vice Chair Kugler shared their prior working experience with Commissioner Sherriff and commended her on her career to date.

X. PUBLIC COMMENTS

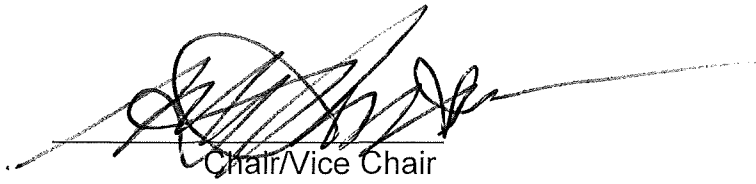
There were no public comments.

XI. ADJOURNMENT

MOTION to adjourn. Motion by Commissioner Cruise, seconded by Vice Chair Kugler, and carried 4-0.

At 1:39 p.m., the chair declared the meeting adjourned.

APPROVED: October 6, 2022

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

Chair/Vice Chair