

North Dakota Ethics Commission Meeting

Minutes of December 11, 2019

Peace Garden Room, State Capitol

600 E. Boulevard Avenue, Bismarck, ND 58505

1. The meeting was called to order by Chair, Judge Ronald Goodman, at 9:00 a.m. The following members of the Ethics Commission were present: Ronald Goodman, Dr. Cynthia Lindquist, David Anderson, and Ward Koeser. Commission member Paul Richard was unable to attend the meeting. Also present was the Ethics Commission legal counsel, Allyson M. Hicks, Assistant Attorney General for the State of North Dakota.
2. Minutes of the November 14, 2019, meeting were discussed. A corrected set of minutes was sent out to the Commissioners for review.

Motion: Koeser moved to approve the corrected minutes of November 14, 2019. Motion was seconded by Lindquist. Chair Goodman called for a voice vote on the motion. Upon voice vote, the minutes of the November 14, 2019, meeting were unanimously approved.

Minutes of the November 22, 2019, special meeting were considered.

Motion: Koeser moved to approve the November 22, 2019, meeting minutes. The motion was seconded Lindquist. Chair Goodman called for a voice vote on the motion. Upon voice vote, the minutes of the November 22, 2019, meeting were unanimously approved.

3. Chair Goodman stated that the next agenda items was the Report on Interim Committee of the legislature but questioned whether they should proceed with the interview first. Anderson recommended the interview be conducted first based on a series of questions that have been prepared.
4. The Commission proceeded to interview David Thiele for the Executive Director position. The interview was conducted based on a series of written questions which the Board members alternately asked Mr. Thiele.
5. The next agenda item was a Report on Interim Judicial Committee of the Legislature which was attended by Anderson and Lindquist.
6. The Commission next proceeded to interview Joseph Camisa for the Executive Director position. The interview was conducted based on a series of written questions which the Board members alternately asked Mr. Camisa.

Following this interview, Anderson stated that Sarah will collect interview questions and notes, can scan then and send them back to the commissioners.

Goodman stated that they will again change up the order of the agenda. They may not get the administrative rules done but need to discuss the future meetings and working sessions. He also stated they may need to meet for 2 days in January but will discuss this further under that agenda item. Goodman stated he will send his materials to the other commissioners.

At this time, the commission broke for lunch at 11:30 a.m.

The commission reconvened at 12:30 p.m.

7. The next agenda item discussed was the Budget.
8. The commission next discussed the administrative rules and process for promulgating the administrative rules.
9. The next agenda item discussed the upcoming meeting dates.

Goodman stated that January 22 and 23 are the dates for the next meeting. He also suggested starting at 1:00 p.m. on first day, the 22nd, and at 9:00 a.m. on 23rd.

Lindquist stated that for the February meeting dates, scheduled for February 19 and 20, start at 1:00 p.m. on the 19th and 9:00 a.m. on the 20th.

Motion: Lindquist moved to move the February meeting date to February 20 beginning at 9:00 a.m. Motion was seconded by Lindquist. Chair Goodman called for a voice vote on the motion. Motion was approved unanimously by voice vote.

10. The last agenda item to discuss concerned office administrative matters.
 - a. Lease: A draft format of the lease was approved. The board must now pass final approval of the lease and authorize Ron to sign on behalf of the commission.

Motion: Koeser moved to approval the final form of lease and authorize Ron to sign on behalf of the commission. Anderson seconded the motion. Roll call vote was as follows: Koeser – Yes; Anderson – Yes; Lindquist – Yes; Goodman – Yes; Richard is absent and not voting. Motion passed.
 - b. Letterhead: Hicks informed the board that she emailed the link for downloadable letterhead.
 - c. Website: Cliff Heyne with ITD spoke to the board concerning the website. The website is really close but not quite ready to go live.

Phone line: The board was informed by Aaron Vasey that, right now, there is just a mailbox, with no specific phone number yet. There will be nothing further on this until there is staff to answer the phone. The board intends to utilize the network services offered through the state.

There was consensus among the board that “anonymous”, “grievance”, and “general contact” forms should be on the website. There will be a one-time charge to set these up.

Telephone discussion: Aaron Vasey provided the board with information about the telephone lines.

The board took a brief recess from 1:55 pm to 2:10 pm.

The board went back on record at 2:10 pm

11. The board reconvened to discuss the interviews, how to discuss the salary offered and the logistics of hiring the executive director. Goodman suggested waiting for Sarah to tabulate the materials then having a special telephonic meeting next week when Richard is available to discuss both these issues. Anderson questioned whether they can discuss salary and chose the candidate all in an open meeting. Hicks informed the board that this was the proper procedure to follow and that they can only go into executive session to discuss salary negotiation.

Goodman requested that Hicks can set up the teleconference meeting and Anderson set up a room for the meeting for next Thursday at 11:30 a.m.

12. All items on the agenda being completed, Chair Goodman asked for a motion to adjourn.

Motion: Lindquist moved that the meeting adjourn. Anderson seconded the motion. Goodman called for a voice vote on the motion. Motion approved unanimously.

Meeting adjourned at 2:18 p.m. until the next meeting on January 22 in the Fort Union Room.

Approved on January 22, 2020

____//S//_____
Ronald Goodman, Chair, North Dakota Ethics Commission