

# North Dakota Ethics Commission Meeting

Minutes of Special Meeting October 24, 2022

Live Stream MS Teams

1. **Call to Order:** The meeting was called to order by Chair Paul Richard at 11:00 a.m. The following members of the Ethics Commission were also present: Vice Chair David Anderson, Commissioners Ron Goodman, and Ward Koeser, Legal Counsel Allyson Hicks, Executive Director Rebecca Binstock, and Office Manager Holly Gaugler. Commissioner Cynthia Lindquist was not present.
2. **Discussion on Amendment to the Ethics Commission 2023-25 Biennial Budget as Submitted August 18, 2022**

Executive Director Binstock walked the Commission through the proposed budget amendments:

- Addition of an Executive Assistant FTE which will replace the current part-time temporary office manager. This position will provide full time office support, manage file data and incoming requests, and prepare materials for commission meetings. The total biennial cost for this position with benefits is \$164,422 less \$103,624 budgeted for the part time office manager with a net additional cost of \$60,798.
- Addition of an Education and Training Coordinator FTE. This position will develop educational materials/curriculum in light of the Ethics Commission's educational goals to help stakeholders better understand the role of the Ethics Commission. The total biennial cost for this new FTE is \$218,472.
- Additional NDIT costs of adding two new FTE's at \$12,253 for the biennium.
- Additional travel costs at \$13,448 for education and training for the biennium.
- Increase in professional fees of \$216,000 for the biennium. The base budget has \$20,000 for professional fees that we have viewed as inadequate to carry out investigations and hire independent counsel, if needed. This amount will bring the total biennial requirement to \$236,000.

**Motion:** Commissioner Anderson moved to approve the proposed amendments to the 2023-25 biennial budget. Motion was seconded by Commissioner Goodman. Chair Richard called for a roll call vote. The motion was approved by unanimous roll call vote.

3. **Adjourn:** Commission, having no further business, was adjourned at 11:33 a.m.

Approved on 11/30/2022

Rebecca Binstock, Executive Director, North Dakota Ethics Commission

