

## **DRAFT MINUTES**

STATE ETHICS COMMISSION MEETING  
MAY 2, 2018  
10 AM  
STATE ETHICS COMMISSION OFFICE  
6 BALDWIN STREET, ROOM 315  
MONTPELIER, VT

Present were Commissioners Madeline Motta, Chris Davis, Julie Hulburd, and Executive Director, Brian Leven. Commissioner Suzanne Lowensohn participated by teleconference.

1. Chair, Madeline Motta, called the meeting to order at 10:04 a.m.
2. Julie Hulburd moved approval of the minutes of the April 4, 2018 meeting; Chris Davis seconded; motion passed unanimously
3. Julie Hulburd moved to enter into executive session to discuss complaints; Chris Davis seconded; motion passed unanimously
4. Chris Davis moved to exit executive session; Suzanne Lowensohn seconded; motion passed unanimously
5. Discussion of most recent revisions to State Ethics Code
6. Discussion of SEC Standard Operating Policies and Procedures and draft revisions
7. Discussion of SEC Marketing Plan
8. Complaint Case Management and Monitoring Systems Discussion
9. Julie Hulburd moved to adjourn; Chris Davis seconded; motion passed unanimously; SEC adjourned at 12:55 p.m.