



## Vermont State Ethics Commission

### Meeting Minutes

November 2, 2022 (Unapproved)

### Remote Attendance\*

**1. Call to Order:** The meeting, held remotely via Zoom, was called to order by Paul Erlbaum at 10:05 A.M. Also present for the meeting were Commission members Christopher Davis, Sarah Biolsi Vangel, Sarah Butson, Executive Director Christina Sivret, and Administrative Assistant Carolyn Desch. Commission member Michele Eid was absent.

**2. Approval of Minutes:** On the motion of Sarah Vangel, second by Chris Davis, minutes of the September 7, 2022, meeting were approved. The July 6, 2022, and October 5, 2022, meeting minutes were not approved due to a lack of a quorum of members who were also present at the July and October meetings.

**3. Public Comment:** None

**4. Executive Director's Report:** Training Update. DHR has directed all Executive Branch public servants to take the ethics training by 12/31/22. Public servants in the Judicial and Legislative Branches were directed by their HR representatives to take the training earlier this year. In December, the Executive Director will ask CAPS for a breakdown of the number of people who completed the training to include in the annual report. FY24 Budget. On October 18<sup>th</sup>, the Executive Director met with the Deputy Commissioner Hardy Merrill, Agency of Administration, and others to discuss the Commission's FY24 budget request. Jaye Johnson was also present. The Commission has requested a 15% budget increase over last year's budget due to additional workload and projects related to the passage of the Code of Ethics in 2022.

**5. Other Business:** Accessibility. Administrative Assistant Carolyn Desch set up accounts with language translation and deaf and hard of hearing service providers to ensure Ethics Commission services are accessible to everyone. Parking. Sarah Butson and Sarah Vangel both declined parking permits at this time. COGEL. Commissioner Michele Eid will not be able to attend the COGEL conference in December. Commissioner Chris Davis and Executive Director Christina Sivret still plan to attend. Next Meeting. The Commissioners agreed to cancel the December meeting due to overlap with the COGEL conference and to reschedule if needed. Annual Report. The annual report is due January 15, 2023. The Executive Director will send around a draft report a few days before the January meeting.

**6. Executive Session:** At 10:25 A.M., on the motion of Chris Davis, second by Sarah Butson, the Commission went into Executive Session to discuss complaints and Guidance requests received over the last few weeks. At 10:41 A.M., on the motion of Chris Davis, second by Sarah Vangel, the Commission voted to conclude the Executive Session and return to open session.

**7. Adjournment:** Sarah Vangel moved to adjourn, second by Chris Davis. The meeting adjourned at 10:43 A.M.